SAG2 Meeting (public copy) 8/23/13

Attendance

Date: *Aug. 23, 2013*

Note taker: *Lynne*

Attended: Robin Chandler, Kristine Ferry, Catherine Friedman, Todd Grappone, Lynne Grigsby, Gary Johnson, Xiaoli Li, Patricia Martin, Eric Milenkiewicz, Michele Mizejewski, Sue Chesley Perry, Adrian Petrisor

Absent: *Robin m*

Agenda

1. Attendance call (Patti, 2 min)
2. Review of items from previous meeting (Patti, 5 min)
3. Role of Chair and Note Taker (Patti, 5 min)
4. WorldCat Local Updates (Patti, 5 min)
    a. Does SAG 2 wish to receive updates on WCL Monthly Releases?
    b. Does SAG 2 wish to be informed of significant issues, such as the recent OCLC takedown of the Berkeley WorldCat instance?
5. Update on status of Coordinating Committee effort to provide access to background documents currently residing on SOPAG/ACG/CIG wikis (Adrian, 5 min)
6. Additional information re Subgroup 1 (Access and Discovery Policy) (Adrian, 10 min)
7. Additional information re Subgroup 4 (WEST: UC WEST Coordinating Committee) (Adrian, 10 min)
8. Project updates (Adrian, 10 min)
9. Parking lot (10 min)
10. Review today's action items (?, 2 min)
11. Future agenda items (Patti, 5 min)

Notes

Item	Notes	Decision/Action
1. Attendance call		
2. Review of items from previous meeting	Robin forwarded items for coordinating committee meeting next Friday, 8/30.	**DECIDED** : 1. When action is taken on an action item, even if it is not completed, it can be checked as completed. Include date it should be revisited. 2. add readytalk numbers to minutes template **ACTION** : ☑ Robin Chandler will update the group on the next call about CC meeting
3. Role of Chair and Note Taker	Everyone agreed it was too difficult to Chair the meeting and take the necessary notes.	**DECIDED** : 1. Chair is exempt from note taking

4. WorldCat Local Updates (Patti, 5 min)
 	
  a. Does SAG 2 wish to receive updates on WCL Monthly Releases?
  b. Does SAG 2 wish to be informed of significant issues, such as the recent OCLC takedown of the Berkeley WorldCat instance?
	Ellen Meltzer sends out updates but as one of our charges is to oversee Melvyl and Patti asked if sag2 wanted to receive them. These would be the same announcements as Ellen sends out to campuses. Sag2 will not be responsible for campus distribution.
	
	Patti asked if sag2 wanted to be informed of significant issues, e.g., berkeley.worldcat.org URL change. CDL does meet with OCLC folks monthly to learn what happened and how to prevent problems in the future.
		DECIDED :
		
		1. Patti will have the updates sent to sag2
		2. Sag2 members send emails on decisions and changes regarding areas in our portfolio that they are closely involved with. It something significant comes up that warrants a discussion it can be added to the agenda.
		3. Patti will email the updates sent to sag2

5. Update on status of Coordinating Committee effort to provide access to background documents currently residing on SOPAG/ACG/CIG wikis	Process is still in discussion as who has access to what, multiple groups need access. CC hasn't discussed yet.	
6. Additional information re Subgroup 1 (Access and Discovery Policy)	Investigated origins of activity assigned to us. Actually only one background document about access & discovery. Not a long document. Only background for this discussion. Current document more about discovery than access. Not necessarily and initiative that started this item? Adrian proposes that this is no longer a top priority for SAG2 and revisit later when look at whole portfolio for group. Three phases envisioned for items: 1. small subgroup 1-4 people look at what has been done so far 2. small subgroup presents findings to entire group 3. entire group discusses about what we want to do, next steps, Decides actions. Another sag has added the CoUL prorities to the portfolio list.	**DECIDED** : 1. Subgroup 1 has completed their work. 2. Other subgroups can report at another conference all or at f2f meeting
7. Additional information re Subgroup 4 (WEST: UC WEST Coordinating Committee)	WEST and HathiTrust (HT) as initiatives quite different from other initiatives: they are large and UC is just a member, not the decision maker. With that in mind, who would have actual ownership -- CoUL has started discussions about these initiatives and they feel they have ownership. If they have the ownership and hold the strings what are SAG2&3 roles? We have HT access issues; another group has HT collection issues. Does this need a subgroup? Or should the 2 members who are part of WEST just update SAG2 on what they think would impact SAG2 activities and portfolio.	**DECIDED** : 1. Subgroup 4 is done. 2. Katherine & Patti as members to WEST CC will continue to monitor that group and if things come up that are in alignment with SAG2 they will bring it to SAG2. **ACTION**: ☑ Subgroup (Adrian, Eric, Xiaoli) to map portfolio with CoUL priorities

8. Project updates	Adrian gave update on the UC Libraries Digital Collections project team. The team has finished their first sprint in agile. A sprint is a grouping in 3 tasks to be completed in 3 weeks. Adrian encourages everyone to attend the webinar on August 28th, where the team will go into more detail. They will cover what they intend to do in this project. Also check out the wiki, Adrian sent out previously.	
9. Parking Lot		**ACTION**: ☑ Adrian Petrisor will add portfolio to documents section of Wiki ☑ Everyone will review portfolio and add any items they perceive as missing by August 30 ☑ Patricia Martin will create a Doodle poll for when we can have our f2f meeting
10. Review today's action items		
11. Future agenda items	Report from subgroup mapping portfolio with CoUL priorities Report from Robin on CC meeting f2f meeting agenda	