SAG2 Meeting (public copy) 11/08/13

Attendance

Date: *11-08-2013*

Note taker: *Gary Johnson*

Attending: Kristine Ferry, Catherine Friedman, Todd Grappone, Lynne Grigsby, Gary Johnson, Xiaoli Li, Patricia Martin, Sue Chesley Perry, Adrian Petrisor

Absent: Robin Chandler, Michele Mizejewski, Robin Milford, Eric Milenkiewicz

Meeting Guest(s): *Sherri Berger, Brian Tingle, Adrian Turner.   Absent: Catherine Mitchell,*

Agenda

1. Attendance call (Patti, 1 min)
2. UCLDC Project Team Report (Invited guests, 20 min)
3. Approve public minutes (Patti, 1 min)
4. Review of items from previous meeting (Patti, 5 min)
5. Request from UC e-Links team to add new members (Patti,10 min)
6. Request from SAG 3 for liaison to ILS subgroup (Patti, 10 min)
7. Revisit decision on OT liasions (Patti, 5 min)
8. UC Shared Images discussion (Sue Perry, 10 min)
9. Update from Courier Task Group (Kristine, 5 min)
10. Parking lot (10 min)
11. Review today's action items (Gary, 2 min)

Notes

Item	Notes	Decision/Action

1. UCLDC Project Team Report (Invited guests, 20 min)	Aggie key features: - 1st iteration collection registry available at https:registry.cdlib.org - 1st iteration metadata scheme developed. Accounts for getting into DAMS are Shibboleth enabled (except 1 campus), SAG2 can register at https://registry.cdlib.org/edit. Aggie (Fall 2013) Release Notes found on the UCLDC wiki. Using a pseudo Agile project mgt methodology for the implementation, wherein user perspective is incorporated throughout. Anticipated issues / unknowns: scope and expectations for this phase (e.g. nuanced LT1A requirements; Policies (e.g. terms of services; permissions; collection development. Part of the current process is determining the actual scope. So, working with stakeholders such as SAG2, will influence the scope. Public interface name and branding: Now UCLDC. Later ? Overlap & tie-in to other systemwide access/discovery systems (e.g. Calisphere, WorldCat Local)	
2. Approve public minutes	Process for approving and posting of public minutes discussed. Previous meeting's public minutes need to be posted to the SAG2 wiki for approval.	**DECIDED** : 1. Previous meeting's public minutes need to be posted to the SAG2 wiki for approval during the subsequent conference call.
3. UC e-Links team to add new members	UC e-Links interface usability & design, needs assessment. Conformance to Am. Disability Act (ADA) standards needs consideration. Campuses have had local control in where and how the UC e-Links button displays. The technical constraints and limitations with the user interface should be shared.	**DECIDED** : SAG 2 members to send to SAG2 by Friday 11/15/13 names of potential new UC e-Links Ops Team members
4. Request from SAG 3 for liaison to ILS subgroup	Todd Grappone, Lynne Grigsby, and Patricia Martin offered to serve as a liaison to the SAG3 ILS subgroup.	**DECIDED**
5. Revisit decision on Ops Team liaisons	The role of liaisons to the operations teams is still undefined. How are other Strategic Advisory Groups handling this issue?	**DECIDED** : Everyone on SAG2 will be a liaison to an Ops Team.
6. UC Shared Images discussion	The role and purpose of the UC Shared Images group was discussed in light of the new CoUL advisory structure. Do they maintain a shared service? Do they make decisions in its maintenance? Do they function as an information sharing group? Given its information sharing and support group nature, it resembles a Common Knowledge Group. But a much larger discussion needs to occur with SAG2, and other relevant stakeholder groups, about the discovery, access, and infrastructure of shared images.	**DECIDED** : 1. The UC Shared Images group should apply as a Common Knowledge Group.

8. Parking Lot terminology	The term "Parking Lot" is a standard agenda item label for SAG2. Reflecting upon its actual use, we will begin using "Other Discussion" instead of Parking Lot.	**DECIDED** : 1. Begin using the term "Other Discussion" rather than Parking Lot on our agendas.
9. CoUL Priorities agenda topic	SAG2's next conference call (11/22/13) will be dedicated to reviewing and discussing the CoUL priorities as related to the SAG2 portfolio.	**DECIDED** :