Public Copy of 01/10/14

Attendance

Date: 01/10/14

Note taker: Catherine Friedman

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

Absent: Robin Chandler, Todd Grappone

Agenda

    a. Attendance call (Patti, 1 min)
    b. Approve public minutes (Michele, 1 min)
    c. Review of items from previous meeting (Patti, 10 min)
        i. Digital Reference Operations Team (Catherine, 10 min)
    d. Coordinating Committee Update (Robin C. 10 minutes)
        i. Question for RC - can we move to getting updates via email in advance and spend time discussing issues that affect us?
    e. Finalize the Metadata Policy TG Charge (Eric, 5 min)
        i. Next step is for Patti to circulate to other SAGs for population
    f. Update on Shibboleth initial meeting - (Patti, Lynne, Robin, Adrian, 15 min)
    g. Other Discussion (5 min)
        i. When do we want to invite Adrian Turner, for what purpose and for how long? (Patti,)
        New name for our SAG2 - decide what we want to call ourselves? (Patti)
    h. Review today's action items (Catherine, 2 min)

DRAFT Notes

Item	Notes	Decision/Action
1. Public Minutes Approval		**DECIDED** : 1. Public Minutes for 12/13/13 were approved with suggested edits to Item #6.

2. Review items from previous meeting.	a) Operations Team Liaisons document: We are waiting to hear from the CC via Robin. b) SAG3/CLS Article Delivery Service Task Force: CLS has accepted our recommended changes. Patti nominated Marjorie Tibbetts from CDL to also serve on the TF. c) Digital Reference Operations Team: Catherine provided background and an update on the Digital Reference CIG transitioning to an operations team. There was discussion about how to incorporate the newly appointed UC Ask a Librarian Service Manager into the Dig Ref Ops Team establishment document (charge, organizational structure and management, administrator responsibilities, and communication). Catherine will communicate with the new Ask a Librarian Service Manager about editing the communication section of the document to include the role of the SAG2 liaison and the need for the Ops Team to communicate with the broader UC Libraries community via designated channels. She will send the existing document to the new Ask a Librarian Services Manager to update the document to reflect the existence of that new position, and then have her return the document to SAG2 for review and approval.	
3. Coordinating Committee Update and question	The update was postponed. There was discussion and general support of the idea of getting CC updates by email in advance and then spending conference call time discussing CC issues that require greater SAG attention.	
4. Metadata Policy TG Group	Eric took the group through the changes made to the TG charge. These changes were approved. The next step is to identify who should be on the group. SAG2 members should start thinking about who should be on the group - potential appointees should have the right knowledge. . At our next meeting we should identify and confirm members.	**DECIDED** : 1. TG charge approved with changes.
6. Update on initial Shibboleth meeting	Patti reported that she, Lynne, Robin, Adrian, Todd meet and discussed the Shibboleth charge from the CoULs. They are just beginning to understand what CoULs were asking of us. The group will meet again on 01/13/14, this time along with Holly Eggleston (Electronic Resource Analyst, CDL). and Kerry Scott (Chair, SAG3/CLS). Initial thoughts: 1) lots of Shib work is not under the control of libraries so any thoughts of implementation would involve lots of other campus entities, 2) Shib works so if we were to do a "proof of concept" project, what would we learn from it? Patti will get back to us after the meeting on Monday.	
7. Other discussion: UC Libraries/CDL partnership with DPLA	There was discussion about the email (forwarded by Patti) from Adrian Turner about the UC Libraries/CDL partnership with DPLA. This is something that seems important for both SAG2 and SAG3.	**DECIDED** : 1. We will invite Adrian Turner to join a future conference call to provide us with an overview of the partnership.

8. Other discussion: Name change	Should we replace our SAG acronym, or replace our three word description? No other SAGs have changed their names either. Adrian recommends that we postpone making any decisions about this until we hear more from CC.	**DECIDED** : 1. Discussion postponed.
9. Other	Patti is concerned about the inability to find information about or from new groups formed by the SAGs or the CoUL on the public web. Patti has asked Rosalie to bring this up with the CC. It would useful to understand their expectations for communicating and documenting this kind of information. For example, Patti noted that the CoUL has created two Shared Print Teams, one for Strategy and one for Operations. Both are affiliated with SAG3. She was looking for information about or from these groups on the public web and was unable to find anything. She also approached Diane Bisom (chair, SAG3) to see if she thought her SAG would find it useful to have someone from SAG 2 on the Shared Print Strategy Team. Diane said she will get back to her about this. When she does, Patti will get back to us.	
12. Other: Next meeting?	The next SAG2 meeting occurs during the time of ALA Midwinter so some members will be absent. If 4 or more are out, then Patti will cancel the meeting. There is concern about cancelling because the timeline for the Shibboleth Task Group is short.	**DECIDED** : 1. We will cancel the meeting of 01/24/14 if 4 or more members are unable to participate.