

# Public Copy of 02/14/14

## Attendance

Date: 02/14/14

Note taker: *XiaoLi*

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

Absent: Kristine Ferry, Adrian Petrisor, Robin Milford,

Meeting Guest: *Sherri Berger*

## Agenda

1. **Attendance call (Patti, 1 min)**
  - a. New note takers updated, please [review your assignments](#)
2. Approve [public minutes](#) (Michele, 1 min)
3. Discussion on [UCLDC](#) and [Calisphere UI](#) overlap (Sue, Eric and guest Sherri Berger)
4. Review of [items from previous meeting](#) (Patti, 10 min)
5. Coordinating Committee Update (Robin C. 10 min)
  - a. Include Project Team definition clarification from Rosalie)
6. Metadata Policy Task Group Charge update (Patti, 2 min)
7. Update on [Shibboleth Meetings](#) (Patti, 15 min)
8. [SAG 2 Mid Year Check In meetings](#) (Robin C. 5 min)
9. Assign [SAG 2 liaisons to Operations Teams](#) (Patti, 15 min)
10. Review today's action items (XiaoLi, 2 min)

## Notes

| Item   | Notes   | Decision/Action   |
|--|---|---|
| Approve notes from last meeting  | Group should review a few days before we meet   | The minutes were approved.  |
| 1. Discussion on <a href="#">UCLDC</a> and <a href="#">Calisphere UI</a> overlap | Sherri Berger provided an informative presentation titled "Merging Calisphere & the UCLDC". No enough time to discuss all the questions   |   |
| 2. Coordinating Committee Update   | Robin C agreed with the suggestion of sending CC updates via email prior to conference calls,<br><br>CC received a good number of CKG proposals in past few weeks. Because of the workload, CC has not had time to discuss and approve roles of an operations team liaison. | <b>Decision:</b><br><br>CC updates will be sent by email in advance. Conference call time focuses on discussing CC issues that require greater SAG attention. |
| 3. Metadata Policy Task Group Charge update                                      | Patti has contacted all the project team members and received the confirmation of their acceptance. Xiaoli has agreed to serve as SAG2 liaison to the team. The team will need to select someone as their convenor.   |   |

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| <p>4. Update on Shibboleth Meetings</p>             | <p>Shibboleth subgroup members (Patti, Lynne, Robin, Adrian, and Todd) met Holly Eggleston (Electronic Resource Analyst, CDL) and Kerry Scott (Chair, SAG3/CLS) on 01/13/14. Patti shared Kerry's notes on the second part of the Shibboleth charge discussion via email. The group will re-cast the question to: how to get UCOE enrolled students access to licensed resources.</p>   |  |
| <p>5. SAG 2 Mid Year Check In meetings</p>          | <p>Patti has been talking to SAG2 members to learn about the followings: 1) number of hours an individual spends on SAG2 (according to SAG2 charge, on average, a member will spend 20% of her/his time); 2) does the group's primary communicate format (i.e. conference calls) work?; 3) what types of projects an individual are strongly interested? This type of conversation was great for building a deep connection among members and can also help run meeting more smoothly. Patti plans to talk to everybody.</p>  |  |
| <p>6. Assign SAG 2 liaisons to Operations Teams</p> | <p>Robin M is leaving Merced. SAG2 need a new rep from that campus. What is the process of replacing a SAG member? With the understanding that operations team liaison mainly play a communication role between SAG and team, the liaisons for the teams that assigned to SAG2 are:</p> <p>Michele (Calisphere); Courier management ( Kristine); Digital Reference (Catherine); Hosted licensed content (Lynne); ILL / resource sharing (Gary); Melvyl (Todd); Merritt (Sue); UC-eLinks (Xiaoli)</p> <p>No time to assign a liaison to three teams: OAC, Persistent Identifier Server, UC Shared Images (UCSI).</p> | <p><b>Decision:</b></p> <p>No liaison needed for Hathi (which is not a UC team). Patti will forward Hathi monthly update to the group.</p> |