Public Copy of 03/14/14

Attendance

Date: *03/14/14*

Note taker: *Catherine Friedman*

Attended: Robin Chandler, Kristine Ferry, Catherine Friedman, Todd Grappone, Gary Johnson, Xiaoli Li, Patricia Martin, Michele Mizejewski, Sue Chesley Perry

Absent: *Eric Milenkiewicz; Sara Davidson, Lynne Grigsby, Adrian Petrisor*

Agenda

1. Attendance call (Patti, 1 min)
2. Approve public minutes from last meeting (Michele, 1 min)
3. Discussion with UCLDC project team and Calisphere operations team (guests Sherri Berger, Catherine Mitchell, 45 min)
4. UC-eLinks/Request Operations Teams Explore document (Patti, 15 minutes)
5. Metadata Policy Task Group update - Xiaoli
6. Shibboleth Discussion - (Robin C., with Lynne, Todd and Patti, 15 minutes)
7. Shared Print team member nomination - 2 min
8. UC holiday on March 28th - what do we want to do about that meeting?
9. Review of items from previous meeting (Patti, 10 min)
10. Review today's action items (Catherine, 2 min)

Notes

Item	Notes	Decision/Action
Approve public minutes from last meeting.		Minutes approved.

1. Discussion with UCLDC project team and Calisphere operations team - Patti + Guests: Sherri Berger, Catherine Mitchell	Using Sherri's document as a basis for discussion, the group and guests discussed what role SAG2 should have in the work of the UCLDC project, including when and how to weigh in on project activities and what role it should have in decision making. We view this as a unique case because the project was charged by the CoULs prior to the establishment of the new advisory structure and as a test case because SAG2 hasn't engaged with a project before. Topics discussed included: the role of SAG 2 specifically for something charged by the ULs prior to the implementation of the new advisory structure; the role of SAG 2 regarding a project (UCLDC) versus a service/operations team (Calisphere); where SAG 2 input would be effective while not impacting project sprints and daily work; when the project team should engage with a SAG; what kind of role SAG 2 should serve in: a consultative vs advisory role; the role of SAG2 in alerting the project team to other things happening across the system which could have an impact on this project, for example what is happening with the shared metadata policy group; what warrants bringing something to SAG 2; and what is a good topic for consultation, for example when it has "significant implications for the campuses". The group also discussed the role of Sue and Eric, who are members of the stakeholder group for UCLDC. Could they flag SAG2 things to share with the project and/or take updates to the SAG?	**DECIDED**: 1. SAG2 will serve in an advisory and consultative role to UCLDC; it will not have a role in UCLDC decision-making 2. Eric and Sue, who are members of the stakeholder group for UCLDC, will serve in a communication role between the project and SAG 2 3. SAG 2 will welcome the project team bringing topics or issues to us for consultation, advice and/or discussion, especially those of a strategic nature 4. SAG2 and the UCLDC Project leadership will have a future discussion about how the project can reach out to or consult with the other SAGs 5. Todd would like us to continue discussing the role of SAG 2, independent of this particular project
2. UC-eLinks/Request Operations Teams Explore document – Patti	Patti gave an overview of the "Cedilla" document. CDL has been looking at how VDX and UC eLinks work together, especially since VDX is getting older and being retired in a few years and the UC e-Links user experience is not well received. Should we be looking at a unified delivery experience to users? The SAG 2 members present affirmed that this was a good strategic direction to explore.	
3. Metadata Policy Project Team – Xiaoli	Team has had several conference calls. In addition to a listserv, the Team has set up a wiki page to facilitate virtural dissucions and document sharing. An awareness of DPLA could potentially impact the shared metadata policy the team is going to recommend.	
4. Shibboleth Discussion - Robin	The Single-Sign via Shibboleth ad-hoc group has drafted a memorandum that will be shared with CoUL (and CLS and SAG 3) via the Coordinating Committee in the near future. The concise document provides CoUL with a recommendation on moving forward at this time.	

5. Shared Print team member nomination - Patti	A representative from SAG2 for the Shared Print Strategy Group is being sought. Patti asked SAG members about their interest in serving on this group. Catherine showed some interest.	
6. UC holiday on March 28th - what do we want to do about that meeting?		**DECIDED**: Meet on 3/31 instead
7. Review of items from previous meeting - Patti		
8. Review today's action items – Catherine		