

Public Copy of 5/8/15

NOTES

Date: 5/8/15

Facilitator: Lynne Grigsby

Note taker: *Catherine*

Attended: Robin Chandler, Sara Davidson, Catherine Friedman, Todd Grappone, Lynne Grigsby, Xiaoli Li, Eric Milenkiewicz, Susan Boone, Sue Chesley Perry,

Absent: Patricia Martin, Kristine Ferry, Adrian Petrisor

Notes

Item	Notes	Decisions
1. Attendance	Attendance was taken. Most people were on the call.	
2. Approve public minutes for meeting of 4/24/15 (Adrian)	None were available prior to the meeting.	
3. Coordinating Committee update (Robin)	Committee meeting was this morning. Robin reported the most exciting thing was the discussion of the SAG2 developed UC-wide metadata policy. The CoCo made just one tiny edit. In the sentence about opting out, they recommended adding: CoUL or designated other group . On SAG2's behalf, Robin approved this change on the spot. Everyone agreed this was a good change and doesn't require the document coming back to SAG2 for approval. The document is now ready to send on to CoUL. Robin congratulated all, especially Xiaoli, on completing this document and moving it along. Otherwise, the CoCo is figuring out the new structure and will work with CoUL to move this along. They will be putting together a snapshot of work currently underway by all the SAGs and CLS, so when the new group (DOC) is put in place they will have a briefing document about what's going on. They are also working with Lorelei Tanji on a timeline for how transition will occur. The CoUL will be talking about timeline on their May 15 th conference call. The CoCo continues to welcome any feedback about the new advisory structure that SAGs or SAG members want to feed into the process.	
4. Ask a Librarian Service Manager Position Evaluation (Catherine)	Catherine gave an overview of the evaluation that she and Kristine prepared. The group discussed the document and made the following suggestions: 1) Add more about what the administrative work covers and how much time it takes 2) Include more data related to managing the service 3) Clarify why recommending only 35% FTE rather than 50% FTE	DECIDED: Evaluation and recommendations were approved with minor revisions./ additions.
5. DAMS subgroup update (Eric)	The subgroup met and fleshed out what the white paper will include and who will do what. They will have something for SAG2 by June 12 th . They expect the white paper to be completed by end of June.	
6. Melvyl Configuration Project Team update (Lynne)	Patti sent out an announcement about the team a few days ago. Lena Zentall will set up the first meeting; this should be happening soon.	

<p>7. UCLAS changes and us discussion (all)</p>	<p>The group discussed how changes in the UCLAS structure could impact SAG2. At least one other SAG has reduced their meeting schedule to 1x/month. Should we limit our work to just what is currently underway? Should we have any work that could go past summer when it is likely it will need to be passed off to another group? Should we have fewer meeting? We agreed that we would like to leave things wrapped up and easy to pass along. And decisions about reducing our number of meetings should be postponed until Patti (as SAG2 chair) can be present. Given the uncertainty about our future, we also agreed that we should put on hold Kristine inviting guests to come talk with us.</p>	<p>DECIDED:</p> <p>1) We will focus on current initiatives only. We will not undertake any new projects.</p> <p>2) Any current initiatives should be managed in a way that the work can be easily passed on to another group as needed.</p> <p>3) We will discuss reducing our meeting schedule at our next meeting.</p>
<p>8. Review meeting minutes from previous meeting (Lynne)</p>	<p>Lynne reviewed the minutes from the previous meeting. It was recognized that the time to submit input to Patti about the Disclosure Standards for Shared Print Journals has passed.</p>	
<p>9. Review Action Items (Catherine)</p>	<p>Catherine reviewed the action items.</p>	