

# September 6 meeting notes

## Present:

Erik Mitchell  
Beth Callahan  
Carol Hughes  
Sharon Farb  
Susan Borda  
Ann Frenkel  
David Minor  
Anneliese Taylor  
Christy Caldwell  
Trisha Cruse  
Lisa Rowilson de Ortiz

## Absent:

Sherri Barnes  
Lynne Cameron

Guest: Catherine Mitchell

## Agenda Items:

- Discussion of meeting logistics
  - Note-taking responsibilities - proposal: rotating every meeting, indicated on the agenda.
    - Trisha: perhaps we could do something where we have an shared ePad-type thing and we all take notes simultaneously. Sharon also uses this method in a meeting she runs. SAG2 is doing a very pared-down version of note taking. They are doing a public facing and an internal facing. Beth will send out an example of what SAG2 is proposing.
  - Way to indicate upcoming absences - proposal: strike your name out on the agenda.
    - We'll decide this based on what note-taking process we finalize on.
    - What do we do about absences - can we send substitutes? We should check first with the coordinating committee before deciding our own policy.
- Ann - update from the coordinating committee - they've had one phone call that had fairly low attendance. The committee doesn't have a convener yet, because this needs to be chosen by the ULs. Hopefully this will happen this week. Some of the meeting was spent reviewing context/overview of the committee. The first topic was a common interest group that wants to become a Common Knowledge Group. They are moving quickly to developing a submission process for people to submit proposals. There will be a process to handle this. A message should be going out soon to all the SAGs about the proposal process. There was an immediate amendment to the collection licensing subgroup to include a SAG3 liaison, since they have a reporting relationship to the group. They reviewed the master list of services and projects, and the confluence wiki training. They also had a discussion on cross-SAG communication. They are thinking about a shared wiki space for the SAGs. We should add this as a standing topic for our agenda.
- Update / Discussion of UC OA policy  
Catherine Mitchell presentation: her presentation available here: [OAPI\\_SAG1.pptx](#)
- Discussion of best way to work with related groups - TABLED DUE TO SHORT TIME AVAILABLE.
  - Ex officio discussion
  - Specific short-term need to work with OA and SCOs
  - Longer plans for other groups (e.g. data curation, rights management)

*General statement: There will be issues that come up that are highly time-sensitive for campuses. We need to find the best way to deal with these things within the SAG in an efficient manner, without having to alter our processes for each one.*

- Training sessions
  - Confluence for posting internal SAG business
    - Probably of interest to many people - Sep 13 at 10am.
  - UC libraries site posting for external facing minutes
    - David volunteering. Need at least one other person.  
Trisha also thinking about it;
- Planning for In-Person meeting, Oakland, September 27 - we will meet 9am-4pm. If you want to go to dinner the night before, let Trisha know.