

# UCLAS: Coordinating Committee (CC) Meeting

## 01 November 2013 Minutes

Recorder: Martha

Attendees: Ann Frenkel (SAG1), Robin Chandler (SAG2), Martha Hruska (SAG3), Rosalie Lack (CDL), Marlo Young (Communications Manager)

Absent: Ginny Steele (CoUL)

### Agenda Items

#### 1. Single Sign-on

- a. CC was tasked by CoUL to move the Single Sign-on/Shibboleth investigation forward; Ann drafted a 'Summary of issues' document for us all to review.
- b. **DECISION:** CC agreed that it is important to focus on what the problem is that we're trying to solve; the solution may or may not be Shibboleth. The goal is to improve access for off campus users as well as students enrolled in cross campus online courses. Access is now largely thru IP management which is onerous for campuses and the CDL to maintain. Online courses pose the added challenge of how to provide UC (and possibly non UC) students access to Tier 2 or 3 resources not available at their home campus.
- c. **ACTION:** Rosalie will send revised document, adding the timeline to SAG 2 to write charges for a SAG2 project team as well as a CLS project team. Final reports will be due by end of May to allow for pilot projects in the summer.

#### 2. UC Libraries Shared Print Program

- a. University of California Libraries Shared Print Program Strategic Plan 2013-2018 was reviewed (to be posted soon to the CDL website). CC was charged by CoUL to select and appoint members of two project teams: Strategy and Operations team.
- b. **DECISION:** CC decided that it was more appropriate for SAG3 to make the final decision about the members, choosing from the short list already endorsed by CoUL.
- c. **ACTION:** Rosalie to notify SAG 3 to choose team members. And confirm that SAG3 provides oversight of the Shared Print Strategy Team. The Shared Print Strategy Team will oversee the Operations Team.

#### 3. ILS CKG Charter Proposal

- a. CC reviewed a charter proposal from the Interlibrary Services CKG.
- b. **DECISION:** Approved
- c. **ACTION:** Rosalie will inform the group of CC's endorsement.
- d. **ACTION:** Marlo will send out announcement and call for members.

#### 4. LAUC proposal for communications

- a. CC reviewed LAUC's proposal: "The LAUC representatives to the SAGs will report to the Executive Board at its monthly meetings. These reports will appear in the Executive Board's official minutes, which are approved and published one month later (after the next Executive Board meeting). This delay in distribution to the general membership should be enough time for the official minutes of the SAGs to be published. The Executive Board will retain the authority to follow up on anything that the LAUC representatives to the SAGs report, including seeking timely input from the LAUC membership, without waiting until

next month's publication of the Executive Board minutes. Our expectation is that this would be an infrequent occurrence.”

- b. **DECISION:** Approved
- c. **ACTION:** Rosalie will respond to Nick Robinson, LAUC president, thanking him for his commitment to maintain communications.

**5. CC webinar series**

- a. Rosalie proposal for a webinar series on topics related to the CoUL priority list; e.g., shared print, shibboleth, etc. It would be open to all UC people interested, sponsored by CC.
- b. **DECISION:** CC agreed it was worthwhile pursuing. It was suggested that CC could send out a call for people interested in helping to organize this project.
- c. **ACTION:** Revisit on future agenda.

**6. CKG wiki space**

- a. CC discussed where the CKGs should post their public meeting meetings.
- b. **DECISION:** The UCSF wiki space. Link to the wiki space from the UC Libraries site.
- c. **ACTION:** Rosalie will communicate to Zach, wiki admin at UCSF, that we want to make the current CKG space public.

**7. UC/UCLAS communications**

- a. CC discussed the process for SAGs reporting to CC and posting their minutes publicly. A template for SAGs reporting to CC was adopted.
- b. **DECISION:** SAGs and CLS are expected to post public minutes on the UC Libraries site within 2 weeks of the meeting.
- c. **ACTION:** Marlo will send an email to SAGS next week with the process and expectations