

UCLAS: Coordinating Committee (CC) Meeting

12 September 2014 Minutes

Convener: Rosalie Lack, Chair

Recorder: Marlo Young

Attendees: Ann Frenkel, Martha Hruska, Rosalie Lack, Marlo Young

Absent: Robin Chandler

Agenda Items

1) SAG Updates

2) UCLAS Assessment Communications

- a. CoUL is in the process of finalizing the consultant's purchasing contract.
- b. ACTION: Once finalized the CC will send out an announcement to UCLAS and systemwide with assessment information.

3) Portfolio Managers Replacement Process

- a. With the pending retirement of SAG3's PM, there is a need to identify a process for replacing PMs.
- b. ACTION: The CC will contact the current PMs and work on the process.

4) Process for Getting Items onto CoUL Agenda

- a. CC created a document outlining the process, CoUL meeting dates, and the timeline needed to get items onto a CoUL agenda for discussion or consent. Agenda items and accompanying documentation needs to be submitted a week before each CoUL meeting.
- b. CC created a New Portfolio Tracking Table that lives in the UCLAS shared wiki space to better track activities. SAG PMs can help to add info to the table.
- c. ACTION: CC to share both documents with the SAG/CLS Chairs.

5) CoUL Meeting Debrief & Communications Follow-up

- a. CoUL has drafted updated Systemwide Plan & Priorities FY 2014-18.
- b. ACTION: CC to schedule conference call with CoUL Chair, SAG/CLS Chairs and CC members to provide feedback.
- c. CoUL endorsed the UCLAS Webinar Series and thanks the CC, SAGs, and LAUC for this proposal to enhance communications.
- d. ACTION: CC will schedule the first webinar in October, announce the launch of the series systemwide, and collaborate with the Chairs of SAGs/CLS and LAUC Exec to identify future webinar topics and speakers.
- e. CoUL endorsed the Federal Archive Report and moving forward with its recommendations.
- f. ACTION: CC to distribute the report systemwide.
- g. CoUL endorsed the Shared Print Roadmap proposal.
- h. ACTION: CC to distribute the Roadmap systemwide.

- i. CoUL reviewed the NGTS Expanded Shared Cataloging of eResources Pilot report and the proof of concept. The four options for next steps presented in the report are all theoretically viable.
- j. ACTION: CC to distribute the report systemwide.
- k. LAUC Executive President suggested opportunities to improve UCLAS communications.
- l. ACTION: CC to explore the topic during its next LAUC Exec Board conference call.