UCLAS: Coordinating Committee (CC) Meeting
10 October 2014 Minutes

Convener: Rosalie Lack

Recorder: Robin Chandler

Attendees: Robin Chandler, Ann Frenkel, Martha Hruska, Rosalie Lack, Ginny Steel & Marlo Young

Agenda Items:

1. UCLAS Assessment
    a. Developed by the Consultant and the Coordinating Committee (CC), four surveys will be released on Monday 10/13/14 developed for specific audiences in the UCLAS structure: Common Knowledge Groups (CKGs), Council of University Librarians (CoUL), LAUC Executive Board and the Strategic Action Groups (SAGs)/ Collection Licensing Subgroup (CLS)
    b. Majority of the meeting was spent finalizing the UCLAS Assessment surveys.

2. SAG 3 Portfolio Managers Process
    a. Will address as part of weekly tasks.

3. Process for getting agenda items on CoUL
    a. Will address as part of weekly tasks.

4. Library Tech CKG
    a. Proposal is in development, and not ready for review.

5. Digitization CKG
    a. This group was suggested by the work of the Collaborative Collection Development via Digitization (CCDD) Task Force of SAG3, chaired by Heather Christenson.
    b. Will address as part of weekly tasks.

6. Digital Humanities CKG
    a. Will address as part of weekly tasks.

7. Report for October 17 CoUL Meeting
    a. Focus of report will be the CC's work on the Assessment Survey.

8. SAG/ CLS Workplans

     a. CC will remind the SAG/CLS Chairs that workplans (1-2 pages) closely aligned with CoUL priorities need to be developed and submitted by the end-of-October 2014

9. Guidelines for CoUL Reports
     a. Will address as part of weekly tasks.

10. Webinar Series
     a. Will address as part of weekly tasks.

11. Blog Update
     a. Will address as part of weekly tasks.

12. Past Meeting Issue
     a. Will address need to summarize systemwide workspace/work tools issues for future CoUL discussion as part of weekly tasks.