

2014-03-12 Meeting Agenda and Minutes (Published)

Date

March 12, 2014

1pm-2:30pm

Attendees

- Diane B. Bisom (Chair, UCR)
- Myra Appel (UCD)
- Marcia Barrett (UCSC, Note Taker)
- Heather Christenson (CDL)
- Judy Consales (UCLA)
- Elizabeth DuPuis (UCB)
- Vicki Grahame (UCI)
- Martha Hruska (UCSD)
- Polina E Ilieva (UCSF)
- Janet Martorana (UCSB)
- Angela Riggio (LAUC)
- Leslie Wolf (Portfolio Manager)
- Jean McKenzie (CLS Liaison)

Scheduled Absent:

- Emily Lin (UCM)

Guest

- Jim Dooley (UCM, sub for E Lin), 1-2 pm only

Discussion Items

Time	Item	Who	Discussion Notes	Decisions/Actions
5min	Call to Order, Agenda Review, Announcements	Diane, Leslie	<ul style="list-style-type: none">• Time Keeper (Heather)• Tracking Key Dates and Deliverables (Leslie)<ul style="list-style-type: none">• Leslie and Emily working on simplifying wiki.• In order to track open items, Leslie has added a column on the meeting table called "Dates/Deliverables We are Tracking"• Minutes all posted• Substitutes – member is responsible to provide agenda and call info	Leslie Wolf will update "Dates/Deliverables We are Tracking" column on the SAG 3 meeting page

30min

Updates

1. Coordinating Committee
2. ILS Task Force
3. CLS
4. Bibliographer Groups
5. NGTS Pilot 4 Audio CD Cataloging

1. Martha
2. Vicki
3. Jean
4. Janet
5. Martha

Updates as needed; email updates are fine, unless actions required.

1. Coordinating Committee (Martha)
 - Discussion of time commitments required with system activities. CC will suggest a way to provide administrative support for chairs of SAGs and CLS. CC will discuss way to support portfolio managers
 - CC may need its own portfolio manager. Tracking activities is a challenge for all groups.
2. ILS Task Force (Vicki)
 - In process of finalizing consultant proposal for contract to begin April 1st
 - Small group had meeting with consultant on March 10th to go over questions
 - Selection is confidential until we've settled the contract
3. CLS (Jean)
 - Finalized Taylor & Francis Lightning Team charge
 - Talking about ebooks framework - we have lots of reports, guiding principles, etc. How do we make big ebook packages sustainable? Once questions are identified, they will charge a group to address those.
 - CLS feels they need a portfolio manager.
4. Bibliographer Groups (Janet)
 - Discussed how to move forward - will discuss again at 4/9 meeting.
5. NGTS Pilot 4 Audio CD Cataloging (Martha)

1. Diane B. Bisom will check with Kerry on CLS need for portfolio manager
4. Bibliographer Groups:
 - Diane B. Bisom will add bibliographer groups discussion to April 9th meeting
5. NGTS Pilot 4 Audio CD Cataloging
 - Everyone: complete wiki survey by Monday March 17
 - Diane will add this to the next agenda

			<ul style="list-style-type: none"> • We can thank & dismiss the group. • Martha set up a wiki survey to assess needs • Can we work collaboratively in other formats? 	
30min	Major Agenda Item: Audio/Visual Preservation	Beth	<p>Proposed charge for group focused on audio/visual preservation</p> <ul style="list-style-type: none"> • About 70% of our a/v materials are in analog format and are at risk • This is one of the CoUL priorities • There is interest in tackling this • There is a sense of urgency • Big project and will take time to put collaboration pieces in place • Dovetails with work of Collaborative Digitization group • Discussed possible nominations from campuses • We'll seek other nominations from PAG (preservation CKG) • We may need people in addition to preservation specialists (metadata, rights, etc.) <p>Next steps (see decisions & actions)</p>	<p>Elizabeth DuPuis will clean up the draft</p> <p>Diane B. Bisom will send draft charge to Roger (chair of PAG) and other SAG chairs. We want feedback on the charge and nominations</p> <p>Heather Christenson will share with Collaborative Digitization group</p> <p>Appropriate SAG 3 representatives will talk with campus contacts that have been nominated.</p>
15min	Next/Future Agenda Items	All	<ul style="list-style-type: none"> • There is a column on the meeting table for proposed agenda topics. This will facilitate collaborative agenda building. • Emily Stambaugh will send a report on Shared Print for the next meeting (she is unable to attend) 	Diane B. Bisom and Leslie Wolf will build the next several agendas
10min	Action Items/Recap	Note Taker and Portfolio Manager		