

2013 0828 SAG3 Minutes

SAG 3 Meeting Agenda

August 28, 2013

1pm-2:30pm

Chair: Diane Bisom (UCR)

Note Taker: Marcia Barrett (UCSC) for Polina Ilieva (UCSF)

Attending: Beth Dupuis (UCB), Myra Appel (UCD), Vicki Grahame (UCI), Emily Lin (UCM), Diane Bisom: Chair, (UCR), Martha Hruska: Coordinating Committee Rep (UCSD), Polina Ilieva (UCSF), Janet Martorana (UCSB), Marcia Barrett (UCSC), Ivy Anderson (CDL),

Angela Riggio (LAUC), Leslie Wolf (Portfolio Manager), Judy Consales (UCLA)

Not attending: Heather Christenson (CDL) (Ivy Anderson, substituting)

1. Roll Call
2. Agenda Review

There were two additions to the agenda.

3.SAG3 Operations

- Approval of August 14, 2013 Minutes
 - The minutes were approved.
 - We need to figure out how to make the agenda accessible to substitutes. Once we start working on the Shared ILS Project, there may be documents we don't want publicly accessible.
- Posting minutes to SAG3 Website
 - Diane converted the last two sets of minutes to PDFs and sent to Jane Lee for posting on the website. Leslie will check with Jane on when they will be posted.
 - Diane notified ACG chairs when SOPAG minutes were available. We expect that these kinds of communications will come from the Coordinating Committee. We could suggest to Martha how we would like the Coordinating Committee to handle communications.
 - We would like a flowchart for how to get minutes out. It's not sustainable to expect Jane Lee to post everything. This is a good topic for the Coordinating Committee so there is some consistency. The Coordinating Committee will meet this Friday.
 - Two issues – what's the process for posting minutes and what's the process for communicating outside our group
 - The meeting recorder will post minutes to the wiki. The group will edit. Diane will pull out information that should be kept internal to the group before sending to post on the website. The recorder will highlight private information in the minutes.
 - Polina has sent a Doodle poll to arrange a time for wiki training, and today is the deadline to respond.
- Meeting Request from UCEAB (UC East Asian Bibliographers) (email forwarded 8/27/2013)
 - Judy: There's a shifting of responsibilities at UCLA. East Asian Bibliographers arranged for an in-person meeting. Other bibliographer groups have moved away from in-person meetings. Bib group requests went to CDC for approval. SOPAG approved requests from ACGs. This would be a great responsibility for the Coordinating Committee to take up – what is the policy for in-person meeting and who approves requests?
 - The bibliographer meeting is scheduled to happen after the East Asian Academic Librarians of California and will include librarians outside the UC system.
 - Diane will respond to the email indicating our support for the meeting.
 - We need to look at the SOPAG document to see where the responsibility lies for approving meeting requests. We can put together criteria to be addressed when making in-person meeting requests.
 - There is an outstanding action item to determine what the status/role/liaison/reporting structure is for the bibliographer groups. These groups reported to a group that no longer exists. This isn't in our portfolio list. "Roles & responsibilities of subject specialists/curators" is on our portfolio list. We need to clarify who is responsible for figuring out what happens with the bibliographer groups. Overseeing these groups is part of the SAG 3 charge, but there is some confusion about this. There are questions about communications surrounding the bibliographer groups. Diane will check with the Coordinating Committee.
- Suggestion from Collections Licensing Subcommittee (CLS) – Sharing wiki space with CLS, and vice versa. (Martha)
 - There has been a suggestion to open the wiki access so that SAG 3 and CLS can maintain awareness and communication more easily.

- We agreed to open our wiki space to CLS with the option to restrict certain pages.
- Some objections to opening the wiki space:
 - Some documents related to the Shared ILS won't be ready for public distribution. If we're going to be candid in our discussion, we may not want those documents widely accessible.
 - It's possible to restrict certain areas of the wiki. For now, we'll restrict the ILS section and the minutes. Polina will work on this.

4. UC Press eCIP Report for Discussion (Martha)

- SAG 3 referred the topic of UC cataloging staff collaboratively cataloging the monographs published by the UC Press through the Library of Congress' eCIP program to an ad hoc group for research and discussion. The group rejected the suggestion that the task be assigned to the Shared Cataloging Program since SCP does not handle print materials. Instead, the group recommends that the task be taken on by one or two campuses that are BIBCO members. UCSD has volunteered to become a BIBCO member and take this on.
- Martha submitted a proposal that UCSD become a BIBCO member and take on the cataloging of monographs published by the UC Press through the Library of Congress' eCIP program.

5. NGTS Shelf-Ready Pilot – Request from UCR Pilot Team to CDL (Ivy Anderson)

- CDL has been requested to investigate whether we can negotiate a shared license for YBP shelf-ready service.
- Diane will ask Kuei for more information, then decide who should contact YBP.

6. SAG3 September 6th in person meeting (Martha, Heather, Judy, Emily)

Finalize Agenda
 Pre-meeting preparation/Review of Portfolio Spreadsheet
 Logistics

7. Digitization Targets (Martha)

- Discussion postponed. Members will review the background documents on the wiki.

8. Shared ILS Charge from CoUL and **SAG3 Action plan: CoUL Charge for Investigation Of Shared ILS/Resource Management System**

- Diane has sent information about a consultant to Lorelei. We won't hear back until after September 6.

9. Action Item Review (from this meeting)

- Diane will email East Asian Bibliographers with approval for in-person meeting.
- Diane will send Martha's statement of eCIP report to Lorelei.
- Martha is taking items to CLS.
- Diane will ask Kuei for more information

10. Next Agenda