

# 2013-10-09 Meeting Minutes (Published)

## Date

9 October 2013 1:00 PM - 2:30 PM

## Attendees

- Elizabeth DuPuis, UCB
- Myra Appel, UCD
- Vicki Grahame, UCI
- Judy Consales, UCLA
- Emily Lin, UCM (chair substitute)
- Polina E Ilieva, UCSF
- Janet Martorana, UCSB
- Marcia Barrett, UCSC
- Heather Christenson, CDL
- Leslie Wolf, Portfolio Manager (Recorder)
- Jean McKenzie, CLS Liaison

## Absent

- Diane B. Bisom, UCR
- Angela Riggio, LAUC
- Martha Hruska, UCSD (only able to join last half hour or so with a really bad connection)

## Goals

- Determine SAG 3 response to NGTS Pilot 1 for UC Shelf Ready Task Force report
- Define scope of work for Shared ILS assignment
- Determine SAG 3 response to POT 7 LT 2 report on Role of the Collections Librarian
- Clarify relationship to Article Delivery TF

## Discussion Items

Agenda Item	Discussion Notes	Decisions/Actions
1. Call to order, agenda review, housekeeping items (Emily)		<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Leslie Wolf will notify Emily Stambaugh that she is on the agenda for a 30-minute WEST discussion on 11/20.</li><li>1. We agreed to "automate" approval of the minutes.<ul style="list-style-type: none"><li>• Note takers should post minutes for that meeting by Friday (2 days after meeting). Best practice: use the wiki meeting notes template.</li><li>• SAG members should review and post any revisions by the following Wed (1 week after meeting).</li><li>• Chair will finalize/send minutes to be published by the following Friday.</li></ul></li><li>2. Polina E Ilieva will manage the public website and upload.</li><li>3. We will test out the new pages for tracking open items and key decisions.</li><li>4. We need to discuss continuation of the Bib Groups.</li><li><input checked="" type="checkbox"/> Emily Lin will add to the next meeting agenda: Continuation of Bib groups.</li></ul>

<p>2. NGTS Pilot 1 for UC Shelf Ready Task Force report: decide on recommendation to forward to CC (Emily)</p>	<ol style="list-style-type: none"> <li>1. Some campuses are already paying YBP an annual subscription fee; other members aren't or are not sure.</li> <li>2. The subscription fee is a small matter compared to the per-item cost.</li> <li>3. Each campus can go forth individually; the larger campuses can assist the smaller campuses and share their experiences in setup and management.</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Key Decision:</b> Thank the project group but do not endorse their recommendation to negotiate with YBP. <ul style="list-style-type: none"> <li><input type="checkbox"/> Martha Hruska will review this with Vicki and draft a response by the next meeting.</li> </ul> </li> </ol>
<p>3. Shared ILS (Vicki, Beth)</p> <p>Minutes October 2, 2013</p> <p>Scope of work draft</p> <p>Template for request for consultant?</p> <p>Define scope of Shared ILS review</p> <p>Define scope of work for consultant</p> <p>Define milestones</p> <p>Confirm audience and purpose of report</p>	<ol style="list-style-type: none"> <li>1. We reviewed the charge and the sub-group assignments. Beth noted that some of subgroup's work is what the consultant will be asked to do. After the survey is conducted and the consultant does the work, we can layer in UC-specific information.</li> <li>2. The audience for this report is the UL's - they want further information.</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Decision:</b> Subgroup 2 is duplicative of the scope of work for the consultant, so this Subgroup will disband. Vicki wants to get Diane and Martha's feedback. <ul style="list-style-type: none"> <li><input type="checkbox"/> Heather Christenson is formulating survey questions: Judy will work with her on this task.</li> </ul> </li> </ol>
<p>4. POT 7 LT 2 report on Role of the Collections Librarian: decide on recommendations to forward to CC (Myra, Emily)</p> <p>Report Highlights (10 min)</p>	<ol style="list-style-type: none"> <li>1. Questions: What needs to be clarified or further developed? Which recommendations to prioritize? Which need further development? Determine recommendations for moving forward.</li> <li>2. Myra walked us through the report and highlighted key sections.</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>Action:</b> Everyone will identify recommendations they see as most critical or do-able – nominating what stands out for them. <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Elizabeth DuPuis will set up a wiki page for members to post recommendations.</li> </ul> </li> </ol>
<p>5. Coordinating Committee update (Martha)</p>	<ol style="list-style-type: none"> <li>1. Next call is Friday. They will discuss: <ol style="list-style-type: none"> <li>a. CLS issues: Document delivery TF; relationship to other committees</li> <li>b. Engaging a consultant for Shared ILS</li> </ol> </li> </ol>	
<p>6. CLS update (Jean)</p> <p>Define SAG 3 involvement with Article Delivery Service Task Force</p>		
<p>7. Review action items, wrap-up (Emily, Leslie)</p>		