

## 2012-12-13

- We agreed to form the 2CUL Administrative Team consisting of the Xin, Bob, Jim and Kate. **Jim will take the lead in drafting a charge.**
- Staffing Updates:
  - Cornell will hire a grant funded image cataloger who will work in VRA core in Shared Shelf.
  - Columbia's rare book cataloger will be made permanent and catalog for NYPL/NYU in addition to Columbia.
  - Cornell's Chinese/Japanese copy cataloger is retiring. TSI will consider collaborative projects with Starr.
  - Columbia will have a new support position in electronic resources with 45% of its time devoted to 2CUL. **Kate sent the JD to Xin and Jim.**
  - We discussed the use of Mellon funding to offset Kate's and Jim's time. Columbia will fund a Metadata Cleanup position which may do work for 2CUL. Cornell will add staffing to e-resources.
  - Funding will be provided for travel so that team leads can meet face to face.
- **\*We will form a CJKT (Chinese, Japanese, Korean and Tibetan) Team with the 4 of us and Sarah Elman and potentially another person from Cornell. \*Kate and Jim will set up the inaugural meeting.**
- We will do a language overlap analysis. **Kate and Jim will discuss.**
- Gail Anderson and Lyndsi Prignon will be introduced through an Administrative Team meeting to talk about HR issues relating to 2CUL. **Kate and Jim will schedule the meeting.**
- We discussed the need to integrate IT into TSI and this will be discussed at the next Governance Group meeting.