

2013-10-23 to 2013-10-24

JSMIN met for the first time at Cornell on October 23-24.

"Integration is a state of mind" (Joyce)

The JSMIN charge and the revised TSI Steering Committee charge were approved with slight amendments and the addition of recognition of Mellon support. Bob and Xin verbally ok'ed the revisions.

We defined JSMIN as our structure to "bless" proposals and recommendations. TSI Steering will continue to implement, monitor and assess progress on those proposals and recommendations. Items that can not be handled by JSMIN or TSI Steering will be forwarded to the Administrative Team or other appropriate group.

We began the process of reviewing functional team recommendations, starting with the Non-MARC Metadata Group. This group was ranked most ready to integrate. Our process is to assign RED (not now) YELLOW (proceed with caution) and GREEN (start now) to each recommendation. As much as possible we will encourage the teams to manage and prioritize their phase 2 work.

We will meet daily for the next three weeks (or as long as necessary) to finish working through the Phase 1 Functional Team reports.

NON MARC METADATA

- **Common Metadata Tool--RED** The Team may do an environmental scan of available tools (yellow) but no action should be taken until we know Alma's capabilities (or lack thereof) in this area. We can not commit resources to any local tool development.
- **Research Data Services--NOT TSI** This was not seen as a TSI issue and is more appropriate for the larger 2CUL initiative. TSI Steering will discuss how best to reroute this recommendation.
- **Consulting Framework--YELLOW** We are concerned about accountability and whether an MOU is needed if the consulting extends to faculty at the other institution. Xin and Bob later decided that this liability would be covered in the larger 2CUL governance document. This recommendation however still needs further clarification and may need to wait for approval of the 2CUL governance document before moving forward.
- **Shared documentation--GREEN** The caveat is that all documentation must be portable since we do not yet have a plan for documentation creation and migration in place. More discussion will take place about the new Cornell documentation position.
- **Collaborative Training--GREEN**
- **MWG Reconfiguration--GREEN**

ERESOURCES: GENERAL & TROUBLESHOOTING

- **Implementation of BrowserStack for off-campus access and variable browser configuration testing--GREEN** (implementation already underway)
- **Common ERM/LMS--RED** Given the costs, and uncertainty about Alma, this recommendation is on hold. Jesse provided the costs for Serials Solutions Consortial Model for Cornell:
- **Merge E-Resources and TroubleShooting--GREEN** TSI Steering will discuss how this happens.
- **Callisto, etc--GREEN** The merged functional group will begin by writing a workflow and financial analysis for moving ahead with shared troubleshooting, workflow and information access guidelines, and the proposed Callisto purchase for automated link/access checking and submit to JSMIN. The three proposals are approved in principle.

Additions to Minutes being reviewed by TSI Steering Committee. More soon.