VUG Steering Committee Meeting -- December 13, 2017

Present: Stephanie Larrison, Billie Peterson-Lugo, Chris Starcher, David Reynolds, and Kristi Park

**Next Meeting**: Wednesday, January 24, 2018 at 10:00 CST

Agenda

* Vireo 4 Deployment/Testing Discussion
	+ Vireo 4 has a memory leak that needs to be resolved; possibly other issues, as well; won’t know until TDL can get Vireo 4 up and running
	+ Need to delay testing; hesitant to set a new date in February
	+ Try again in mid-February and if that won’t work delay until summer
	+ Need to send a message to VUG that there will be no testing in January, trying for February, otherwise summer
	+ Kristi has a phone call with Doug, James, and Nick at 11:00 and will report back to the group about that meeting;
	+ Two other deadlines need to be met, first
		- the e-mail functionality works; can’t beta test without it; very large component;
		- May not be able to test sword functionality, but need to test downloading to make sure that correct metadata is transferred;
	+ **Drop dead date for February decision -- Monday, January 22**
	+ Communicate specifically to beta testers
		- No later than this date, we’ll let them know -- one way or the other -- whether or not there will be testing in February
		- Tentatively scheduled orientation webinar for 1:00-2:30 CST on February 12
	+ Work to be done before we’re ready for testing
		- develop a “script” to use when showing people Vireo 4
		- provide step-by-step instructions we want people to use in performing functions, the functions people will use the most
		- provide “boundaries” on what they can do to avoid messing up the work of others
		- Complete the checklist/rubric document
		- try the system out as you would use it
		- set up a webinar for the testers
		- need to get SWORD setup for testing; Nick knows that is part of what needs to be done for providing a testing environment;
		- Verify e-mail functionality; Kristi will check to see if that will be available;
* Bibliolab Discussion
	+ Kristy’s initial response -- surprised for the request for funding from TDL for personnel at Bibliolab; but she sees the benefits of these positions, particularly from the sustainability perspective; questions about costs for TDL and amount of money; some concern over ceding development of Vireo over to a private, commercial company; need to think carefully about how much is ceded over to them; what do they think the market is for this product; doesn’t dismiss it out of hand; possible to find one-time funds for a temporary, full time developer; TDL will fill an open software developer position who would work on Vireo, but not a full-time Vireo developer
	+ David -- shares many of Kristi’s concerns, especially the revenue sharing model; how much would actually come back to TDL; whatever product they develop will need revenue for further development; need to know more about the business model;
	+ Reads more as a “takeover” of Vireo as opposed to a contributor; helps TDL to think about it a different way; they see it as one big product, perhaps;
	+ Multi-tenancy has some appeal for TDL, but it will be a huge project to move all of the hosted environments into a multi-tenancy architecture, but for some institutions, multi-tenancy will not be of interest
	+ On the flip side, there is concern about the sustainability of Vireo and Vireo development and this does provide an opportunity for shoring that up
	+ Stephanie thinking about reaching out to CORAL (open source electronic resources management software) to get information on their model of sustainability
	+ Seems like Vireo would be split into single platform and multi-tenant platform;
	+ Biggest competitor is ProQuest, which has no cost (for ETD submissions), and they have been updating their system as Vireo is updated
	+ Interest from India in for Vireo on a multi-tenant platform
	+ More concerned about VUG losing control of Vireo development;
	+ Providing funds to Bibliolab to develop the multi-tenant platform, which is a concern
	+ Kristi needs to have conversations with them about funding and business model and would like to push back a little on development only at Bibliolab; there needs to be some sidebar conversations between TDL and Bibliolab before this the VUG Steering Committee meets again in January
	+ Chris and David unable to come to Austin for a face-to-face meeting with Bibliolab, but Chris willing to join the meeting virtually;
* Checklist/rubric -- David
	+ Partial draft of rubric here: <https://docs.google.com/spreadsheets/d/1YPR2AzZ9pQyzqucETVdpyXbB_UEd3-5WBE8KlGRAtOY/edit#gid=123279912>
	+ Flesh out broader strokes and not provide too many details
	+ Everything is dependent on the workflow that is created;
	+ suggest that student upload is tested first;
	+ set up a list of departments, degrees, etc.; on the administrative side ask them to upload or modify existing data;
	+ Will need to provide some parameters;