VUG Steering Committee Meeting -- October 4, 2017

Present: Stephanie Larrison, Billie Peterson-Lugo, Chris Starcher, David Reynolds, and Ryan Steans

**Next Meeting**: Tentatively 1:30 (CDT) October 17

Agenda

* Update on Bibliolab Development Assistance
	+ Conversation with Kristi and Ryan – **Ryan, Stephanie, and Billie**Agreed that they want to talk to Bibliolab as soon as possible; talked to Debra and didn’t see any significant red flags with pursuing this idea; talked over precautions for moving down this path; look at obtaining and MOU; starting with finding out what their plans are; whether or not they are thinking of pointing Vireo to OhioLink, which would be significant; Stephanie will be scheduling the call; will there be anyone from A&M attending the call; Michael Bolton said he would be in touch with Ryan this week;
	+ Conversation with Bibliolab – **Stephanie and Chris**Stephanie touched base with Bibliolab about this joint meeting and they are all for it and will host the meeting on their Zoom site; Stephanie will contact them again today; not much more we can do until we get information from A&M personnel
* Update on development version of Vireo 4 -- **Ryan** Deployment on Thursday - 10/5; A&M going to do some work later this month and update later after those updates are completed; will need to investigate the creation of accounts since it’s not connected to Shibboleth; registration functionality; an Admin would go in and assign a role; Ryan can use the existing TDL student accounts;
* Confluence accounts (for building the Vireo 4 documentation) – **Ryan** Only up to 10 accounts - <https://www.atlassian.com/software/confluence/pricing>; $5/month/person beyond that; TDL might be able to cover those costs and the accounts would probably be ended at the completion of the process; choose to use a different tool, like Google Docs; is there a reason why we wouldn’t use GitHub for this purpose; don’t think of GitHub for providing documentation in quite this way; Ryan will ask Kristi about TDL covering the cost confluence for the Vireo document; WYSIWYG editor; Ryan would spend time getting us familiar with it; how would documentation created in Confluence be posted; people can view open documentation without having an account, via a link which can be placed in various locations; as building the documentation can have people go look at it
* Revision of testing checklist/rubric – **David**Send e-mail message to David
* Update on conversation with Renee, Shelley, and Colleen regarding testing Vireo 4 – **Billie**mid-January for testing;
* Google forms and screenshots (for collecting feedback) -- **Ryan**<https://goo.gl/forms/EsnjKv9ERTnNpwk42>; what happens to the screenshot once it’s sent through the Google form; more tweaking to be done;
* Message about Vireo 4 for VUG listserv – **Billie**Haven’t composed message yet; send to both VUG and TxETDA listserv; message should focus on:
	+ Send message in mid-October; early November; early December;
	+ Goal to start testing of Vireo 4.0 in mid-January
	+ Looking for volunteers for testing
	+ Plan to have documentation, introductory webinars, testing rubric
	+ Reserve sufficient amount of time for testing, working through rubric and also institutional workflows;