**VALE OLS Steering Committee**

**AGENDA: September 19, 2011**

**9:30 to 11:30**

**Tech Services Bldg, Rutgers**

I. Call to order

II. Minutes/Membership

A. Recorder: Toth (Yang next)

B. Membership changes: Ciliberti and Gaunt to co-chair

C. Approval of 7/25/11 draft minutes

III. Meeting Dates:

A. Schedule of meeting dates previously distributed

B. Frequency of virtual meetings?

IV. Implementation Task Force (VOIT) Update

A. Update from Kurt Wagner, Chair

V. Steering Committee Tasks

A. Review draft charges to VALE committees from VOIT; determine if they are ready to forward for review and consideration by the Executive Committee, then to the respective VALE Committee for action. Discuss timelines.

B. Communications Plan

1. Draft of overall Plan---Stamatopoulos

2. Progress reports posted to VOSC webpage and OLS section on main webpage

3. Other?

C. OLS Name Competition

1. Update from Pavlovsky

2. Next steps?

D. Project Charter

VI. Other New Business

A. Development of a business model

B. Development of an “elevator speech” to precisely and concisely describe what the OLS will do for us; articulate what the “transformative” user experience will be/should be

VII. Review of assignments; adjournment