**VALE OLS Steering Committee**

**AGENDA: January 30, 2012**

**9:30 to 11:30**

**Tech Services Bldg, Rutgers**

I. Call to order

II. Minutes/Membership

A. Recorder: Grace Agnew (next time Frackowski)

B. Approval of 10/31/2011 draft minutes

III. Meeting Dates: Reschedule June 6, 2012 meeting since it conflicts with NJLA. Other dates are March 12 and April 23.

IV. Implementation Task Force (VOIT) Update

A. Update from Kurt Wagner, Chair, provided by Ciliberti

V. Steering Committee Tasks

A. Update on VALE committees’ progress on VALID charges

B. Communications Plan

1. Review of User Conference sessions

2. Update on VALID logo project---Stamatopoulos

3. Update on VALID website project---Stamatopoulos

C. Project Charter: In progress

D. Business Plan Update

1. Kuali update on Mellon grant possibility and work on “barriers” to implementation

2. Progress on non-profit status

3. Draft document in development

VI. Other New Business

A. Development of an “elevator speech” to precisely and concisely describe what the OLS will do for us

B. Development of a “sales” paragraph or two that: 1) expands the elevator speech; 2)articulates vision and benefits of the project; and 3) describes the “transformative” user experience. Goal of document is to preface promotional and grant applications.

VII. Review of assignments; adjournment