

UC Libraries Advisory Structure Direction and Oversight Committee (DOC) Charge

Background:

The UC Libraries Advisory Structure 2.0 (UCLAS 2.0) is the result of a number of factors: a) consultant's assessment survey of UCLAS 1.0 recommending various changes and/or areas for improvement; b) CoUL's increased focus on strategic directions vs. operations; c) acknowledgment that the current UCLAS 1.0 is very time-intensive for staff; d) keen interest in creating an agile and streamlined structure to address system-wide goals and initiatives more efficiently. UCLAS 2.0 builds upon the success and experiences from UCLAS 1.0, and aims for a more direct and responsive approach in terms of decision-making and communication; yet a lighter and more fluid approach in terms of idea generation; and a focused and selective approach to system-wide initiatives to ensure the greatest impact and value in support of UC system and community. The Direction and Oversight Committee (hereafter referred to as DOC) is a pivotal group in the UCLAS 2.0 structure.

Charge:

DOC is charged to carry out the vision, strategies, priorities, and policies established by CoUL. DOC will play a key role in implementing this by overseeing the UCLAS groups. DOC will play a critical role in expediting decision-making, keeping activities in alignment with strategic directions, facilitating and evaluating new ideas and initiatives put forward by UCLAS groups, and ensuring effective communication between CoUL and UCLAS groups, as well as fostering cross-communication among the groups.

Timetable

There will be 3 phases to DOC's work:

1. Initial Planning Stage for UCLAS 2.0 (June-August 2015)
2. Transition & Implementation (August - September/October 2015)
3. Ongoing Responsibilities & Assessment (October 2015 - onwards)

Key Tasks and Responsibilities:

In conjunction with CoUL - DOC helps develop, set, and implement strategies, priorities, and policies. Provides direction and oversight of UCLAS groups.

A. Planning Stage:

- Identifies and recommends the appropriate UCLAS groups; drafts charges for UCLAS 2.0 groups; recommends membership for CoUL approval.
- Working with the existing UCLAS (Coordinating Committee with SAG/CLS chairs are inventorying the current activities)—helps map the current activities to the new structure.
- Assists CoUL with the next iteration of the Systemwide Plan & Priorities that will guide UCLAS 2.0 starting Fall 2015.

B. Transition & Implementation Stage:

- Helps develop communications, guidelines, best practices to provide guidance to new groups as appropriate.
- Sponsors and coordinates any transitional webinars/forums that will launch the official transition and implementation of UCLAS 2.0; provides clarification and responds to queries.

C. Ongoing role & responsibilities:

- In conjunction with CoUL—expedites decision-making and stream-lines processes as appropriate.
- Serve as liaisons to the UCLAS groups and may serve as chairs of groups.
- Ensures activities are in alignment with strategic directions.
- Facilitates and evaluates new ideas and initiatives put forward by UCLAS groups.
- Notifies CoUL of key issues that need to be addressed.
- Ensures effective communication between CoUL and UCLAS groups; foster effective cross-communication among the groups.
- Assists CoUL in drafting charges for any new groups after the UCLAS 2.0 launch.
- Assists CoUL in drafting various white papers (or delegates that responsibility to an appropriate group).
- Identifies benchmarks for future assessment of UCLAS 2.0; helps coordinate assessment after a suitable period (approximately a 12 to 18 months after launch).

Appointing and Reporting Relationships

DOC Reports to CoUL. CoUL will appoint the DOC Chair and group members taking into consideration a balance of expertise and skills.

Membership:

Terms are generally 2 years and are renewable; staggered terms are desirable for continuity, which may result in slightly longer terms for certain individuals, especially at the beginning.

- CDL: Felicia Poe
- UCB: Elizabeth Dupuis
- UCD: Gail Yokote
- UCI: John Renaud
- UCLA: Todd Grappone (DOC Chair)
- UCM: Donald Barclay (CoUL Planning Lead)
- UCR: Ann Frenkel
- UCSB: Janet Martorano
- UCSC: Sarah Troy
- UCSD: Catherine Friedman
- UCSF: Polina Ilieva
- Ex officio, Past CoUL Chair: Virginia Steel, UCLA