University of California Direction & Oversight Committee (DOC)

Agenda
March 31, 2020

Chair: Felicia Poe
Note Taker: Katie Ritchey

Zoom: [https://UCOP.zoom.us/my/feliciapoe](https://UCOP.zoom.us/my/feliciapoe)

Members in attendance:
- Beth Dupuis (UCB)
- Judy Consales (UCLA)
- Roger Smith (UCSD)
- Felicia Poe (CDL)
- Rice Majors (UCD)
- Donald Barclay (UCM)
- Anne Frenkel (UCR)
- Joshua Hutchinson (UC, LAUC)
- Roger Smith (UCSD)
- Anne Frenkel (UCR)
- Micquel Little (UCSF)
- Katie Ritchey (UCSC)
- Alan Groshenheid (UCSB)
- Sarah Troy (UCSC)
- Katie Ritchey (UCSC)
- Steve Mandeville-Gamble (UCR, CoUL)

Regrets: Alison Regan (UCI)

Guest(s): Antoinette Avila (UCI) and Elizabeth McMunn-Tetangco (UCM); Kathryn Stine (CDL)

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<th>Agenda Item</th>
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<th>Duration</th>
<th>Responsible</th>
<th>Documents</th>
<th>Notes</th>
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<tr>
<td>Housekeeping</td>
<td>1:00pm</td>
<td>5 min</td>
<td>DOC Chair</td>
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<td>CoUL request to DOC re engaging staff and information sharing</td>
<td>1:05</td>
<td>10 min</td>
<td>Poe, SM-G</td>
<td>See email from Danielle Westbrook to DOC, forwarded by Poe on 03/30/2020.</td>
<td>Shared spreadsheet documenting each campus’s services during COVID-19.</td>
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**ACTION**: Each DOC member will be responsible for keeping their campus information up to date.

Discussion about how to best create communication channels across campuses for people in similar positions. Ideas discussed included slack channel(s), leveraging the CKGs, a zoom meeting, google doc, etc. Acknowledgement that some groups
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<tr>
<td>UC Libraries Collaborative Reference Project Team</td>
<td>1:15 pm</td>
<td>20 min</td>
<td>Antoinette Avila (UCI)</td>
<td>DOC prep: UC Libraries Collaborative Reference Project Team charge (07/12/19)</td>
<td>Reviewed proposed SpringShare LibChat service and pricing models. Action: Antoinette and Elizabeth will ask Springshare for updated pricing model for Option A/C without three campuses. Action: Each campus should decide level of participation by April 15, 2020</td>
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<tr>
<td>HathiTrust Emergency Temporary Access Service</td>
<td>1:35 pm</td>
<td>20 min</td>
<td>See email from Poe to DOC: 03/20/20 “Action required: HathiTrust Emergency Temporary Access Service” re identifying campus ETAS liaisons</td>
<td>Campus ETAS liaisons are working with CDL team to ensure they are conforming to the eligibility guidelines. Some campuses may experience delays if all guidelines aren’t met. The form for campuses to fill out went live today. After forms are submitted there will be some turnaround time for HathiTrust to process the request and do some testing. HathiTrust has put together user FAQs and librarian FAQs. The CDL</td>
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<td>team is working with liaisons to identify gaps and tailor the information for the UC system.</td>
<td>ETAS will be activated within the Hathitrust digital library interface. CDL team is working with campus liaisons to determine exactly how users will navigate from their campus webpage to the Hathitrust interface. This will vary campus by campus.</td>
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<td>Wrap-up</td>
<td>1:55 pm</td>
<td>5 min</td>
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<td>UCDLFx 2021 Planning – Location, dates, local support, naming, etc.</td>
<td>FYI</td>
<td>FYI</td>
<td><a href="https://docs.google.com/spreadsheets/d/1FC8MA2dAmkivZew3H3UT729VX5g3qe6ZtgEZQcKg/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1FC8MA2dAmkivZew3H3UT729VX5g3qe6ZtgEZQcKg/edit?usp=sharing</a></td>
<td>At 03/25/2020 CoUL meeting, FP informed CoUL that UC Davis will host UCDLFx 2021 on the UC Davis campus, March 3-4, 2021.</td>
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<td>Updates and additions to UC Libraries website: <a href="https://libraries.universityofcalifornia.edu/">https://libraries.universityofcalifornia.edu/</a></td>
<td>FYI</td>
<td>FYI</td>
<td></td>
<td>March 3, 2020 meeting minutes posted. See: <a href="https://libraries.universityofcalifornia.edu/doc/meetings">https://libraries.universityofcalifornia.edu/doc/meetings</a></td>
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Current DOC Projects:

**UC Libraries Collaborative Reference Project Team**

DOC Liaison: Alison Regan, UCI

Status: Aug 2019 - Charge and membership finalized

Status: Communication of 12/04/19 from A. Avila indicates report may be finalized in January 2020
From: DOC-L <DOC-L@listserv.ucop.edu>
Sent: Tuesday, December 3, 2019 3:01 PM
To: DOC-L <DOC-L@listserv.ucop.edu>
Subject: [DOC] Fwd: Request for an Extension on the Collaborative Reference Project

UC Libraries Collaborative Reference Project Team charge (07/12/19)
https://ucmerced.box.com/s/0pd970rfkfqc6ywy1gypjzt2tu9vp67h

Digital Preservation Strategy Working Group Phase 2
Charge: Phase Two Charge (November 2019) (includes membership list)
DOC Liaison: Sarah Troy, UCSC
Status: Launched November 2019
   Phase One Report (April 2019)

Investigation of Resource Sharing Systems Project Team
Charge: RSSI Charge 25March2019
DOC Liaison: Ann Frenkel, UCR
Status: Underway; final report due August 2020
See: RSSI Request for Extension 13Nov2019

Revising the UC Guidelines for Efficient Archival Processing Project Team
DOC Liaison: Sarah Troy, UCSC
Status: Underway; group charged January 2019; final report due May 2020
See:

From: <DOC-L@LISTSERV.UCOP.EDU> On Behalf Of Sarah Troy
Sent: Saturday, October 26, 2019 4:03 PM
To: DOC-L <DOC-L@listserv.ucop.edu>
Subject: [DOC] extension requests: DOC Project Team: UC Guidelines for Efficient Archival Processing
**UCL Digital Reformatting Guideline Revision Project Team**
DOC Liaison: Sarah Troy, UCSC  
Status: Underway; due October 2019

**UC Libraries Materials Transportation RFP Project Team**
DOC Liaison: Catherine Friedman, UCSD  
Status: Underway; end date unknown