## University of California Direction & Oversight Committee (DOC)

**Agenda**

May 12, 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 (UCI, LAUC)
- Alison Regan (UCI)
- Sarah Troy (UCSC)
- Micquel Little (UCSF)
- Katie Ritchey (UCSC)
- Steve Mandeville-Gamble (UCR, CoUL)

### Regrets:

- Alan Grosenheider (UCSB)

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### Agenda Item | Time | Duration | Responsible | Documents | Notes
---|---|---|---|---|---

**Housekeeping**

Discuss: Reduction of meeting time from 1 hour to 50 min

| Time | 1:00pm | 10 min | DOC Chair | | Will try to keep meetings to 50 minutes when possible.

**SILS**

Handling potential workload beyond the SILS cohort

| Time | 10 min | Barclay | | See 05/01/2020 email from Donald Barclay |

SILS WG has asked DOC members to share with their library staff guidelines for those who are not members of the established SILS cohort that may be asked to perform work for the SILS project.

**Action:** SMG will share with COUL

**HathiTrust Program Steering Committee (PSC) – UC nominees**

UC_HT Leads group requests DOC support for slate of nominees to represent UC on the HathiTrust Program Steering Committee

<p>| Time | 10 min | Poe | | HathiTrust has put out a call to the community for nominations for new members of the Program Steering Committee (PSC), a key leadership group for the organization. There are four (4) three-year terms opening up on the PSC as of July 2020. The UC-HT |</p>
<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Time</th>
<th>Duration</th>
<th>Responsible</th>
<th>Documents</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Response due to Kathryn Stine, who convenes the UC-HT Leads group and will be responsible for making nomination submissions. Nominations are due to Kathryn by noon 5/14.</td>
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<td>Felicia</td>
<td></td>
<td>Leads group has developed a slate of UC nominees and requests DOC expression of support for nominees. DOC approved the slate put forward. Action: Felicia will forward the slate of nominees and brief bios of each person to Kathryn Stine for HathiTrust selection.</td>
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<td><strong>UCDLFx 2021 Planning</strong> – Location, dates, local support, naming, etc.</td>
<td>10 min</td>
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<td>Planning to host this as a remote conference. Some guidance is needed from DOC about the direction we want this conference to take (i.e. new topics, presentations by DOC charged groups, conference name, UC wide projects, etc.) Action: RM, JH, and RS will work together on recommendations for the conference.</td>
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<td><strong>DOC COVID-19 Strategic Discussion Group</strong></td>
<td></td>
<td>10 min</td>
<td>Poe</td>
<td></td>
<td>CDL Projects: Some campuses haven’t had the opportunity to discuss yet but there is general interest in these types of projects. OK to share broadly on campuses.</td>
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<td>Next steps</td>
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<td><strong>UC Libraries 24/7 chat reference service – transition from OCLC</strong></td>
<td>10 min</td>
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<td>All campuses have decided on their level of participation. Springshare has provided price quotes. The transition</td>
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<td><strong>QuestionPoint to Springshare LibAnswers</strong></td>
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<td>will be led by A. Avila (UCI), E. McMunn-Tetangco (UCM), and campus coordinators. The transition is in progress with groups and coordinators are being trained. Official transition date has been postponed from May 28 to the week of June 15th-19th.</td>
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<td>Determining transition date</td>
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<td><strong>UC Guidelines for Efficient Archival Processing – Draft revision</strong></td>
<td>FYI</td>
<td>5 min</td>
<td>Troy</td>
<td>Project charge</td>
<td>Draft revision of the UC Guidelines for Efficient Archival Processing is available and submitted to DOC for approval.</td>
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<td>DOC approval of draft revisions requested by project team</td>
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<td>UC Guidelines for Efficient Archival Processing – Draft revision</td>
<td>DOC approved the revision to the guidelines. Guidelines have been published to eScholarship.</td>
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<td><strong>“UC Libraries – Service Status during COVID-19” service matrix</strong></td>
<td>FYI</td>
<td>FYI</td>
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<td>Reminder to update your campus entry on the service matrix</td>
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<td>Updates and additions to UC Libraries website:</td>
<td>FYI</td>
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<td>March 14 + 28, 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**
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/0pd970rfkfqc6ywy1gypkt2tu9vp67h

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: Complete as of May 2020

UCL Digital Reformatting Guideline Revision Project Team
DOC Liaison: Sarah Troy, UCSC
Status: Complete as of April 2020
UC Libraries Materials Transportation RFP Project Team
DOC Liaison: Beth Dupuis, UCB
Status: Underway; end date unknown
Charge (Rev. 09.16.19)