

## Notes from DOC Call December 17, 2015

10am-11:30am

Attendees: Felicia Poe (CDL), John Renaud (UCI), Donald Barclay, CoUL Planning Lead, (UCM) Todd Grappone, Chair (UCLA), Anne Frankel (UCR), Catherine Friedman (UCSD), Sarah Troy (UCSC), Ginny Steel, CoUL (UCLA), Janet Martorana (UCSB), Julia Kochi (UCSF)

Beth Dupuis (UCB) joined 10:41am

Notes by John Renaud, UC Irvine

### 1) **CGK Discussion**

First batch of charters are in. DOC OK's CKG's, but is not to be overly involved. DOC makes sure that they understand role of collaboration and sharing within UC System and providing a forum for visible discussion.

#### ***In Person Meetings***

A concern expressed that – Management decision at local libraries as to whether to send folks to in-person meetings. At some libraries, they are not stopping this. Do we want to express a thought on this, or leave to ULs and AULs at individual libraries? In the past, SOPAG would watch over this.

From CoUL's standpoint, it would be appreciated if DOC could make it clear that lots of in person meetings are not what DOC wants CGKs to do.

A question was posed as to whether there was administrative support at local libraries is available. A suggestion was that we make it clear that these professional development funds are to be used for in-person meetings.

CoUL does not want to support in-person meetings. If DOC can provide a good Confluence interface for folks to do their work and state that this is the preferred way for CKGs to do their work. Librarians need to be rewarded for being involved in virtual meetings – the perception must change so that these meetings are coequal with in-person meetings.

Current guidelines clearly state that in-person meetings are not supported at the system-wide level and further states that CKGs communicate exclusively through online and virtual means.

**ACTION 1:** Todd G to send letters confirming CKGs re-affirming the guidelines and highlighting key aspects.

**ACTION 2:** DOC members will take the message regarding the guidelines and charters back to campuses

### ***The 3 Received Charters***

Overarching concerns: CKGs are supposed to be experts; it is important to have a designated person for each area. What is the expectation, in terms of “experts and pioneers” in each area. Doesn’t necessarily have to be one per campuses. However in some instances there are group e-mail addresses in the Charter, rather than an individual. Is an “expert” and email address?”

For email list, they can add whatever email, but it would be helpful to have names to know who to contact.

**Non-UC Involvement** – This is OK, but UC confidential information must be kept as such.

Will CDL be approached to create listservs, or do individual CKGs have this responsibility. The maintenance of an email list is key expectation #1. CDL will assist in setting these up if asked.

As soon as CKGs have space on Wiki, links will be created from the UC site.

Q: Are we communicating with CKGs to create Wiki space on UC site? A: For now, as long as they have a space that they are using, we can link to that.

**ACTION 1:** For the one Charter that doesn’t include individual experts, Todd G will let group know that this is necessary.

**ACTION 2:** Expectations regarding listservs will be added to Agenda for the summer.

**ACTION 3:** Old CKGs to be contacted by Sarah. Felica will assist with getting resulting updates reflected on the website. CKGs will be informed that everyone is moving to new structure and they will need to fill out a new Charter to remain active, and give them the option to stop.

**All 3 Charters are approved unanimously with the one change noted in Action 1, above.**

## **2. UCLAS 2.0 Org Chart**

New version has 3 segments. Core segment is UCLAS segment. Things may grow and change with the possibility of new Leadership Groups. Core information for description of each was determined in consultation with Lorelei Tanji, Chair of CoUL. Language regarding representation and other matters was determined in this consultative manner.

Discussion: Are leadership groups really operations group? Leadership was viewed as high level oversight. This resulted in a lot of back and forth discussion. The vague overall language is deliberate. At this point, within the charge for SCLG, there is much more explicit language. Should the word “Operations” be changed to “Oversight”? But is the idea that Leadership comes from DOC, and the groups really are Operations groups? Should this be defined within the charge for each group? Who

makes the determination in each case whether something is a Leadership Group or an Operations Team?

**Current chart and language endorsed and further conversation deferred.**

**Going forward: DOC generates Project Teams. If it becomes clear that a Leadership Group in that area would benefit the system on a standing basis, DOC will determine whether all campus representation is needed. DOC will put forth memorandum to CoUL to initiate the creation of a Leadership Group in that case.**

### **3. Webcast on new UCLAS Structure – Discussion and Planning.**

Thoughts: Donald has been asked to speak about LAUC meeting in March 2016 regarding new UCLAS structure. This talk will reflect what we have accomplished by the point. Is this an opportunity to defer the January webinar and incorporate feedback from live talk in March? Also, is it better to wait until the Confluence site is in place (as a structure for communication) to clarify how work in the new structure will be accomplished?

Goal is to reassure and provide clarity. Also, do we need regular communications? How do we want to structure that?

**ACTION: Todd G, with help from DOC, to generate “1 pager” email communique for January 2016 distribution, with Webinar currently deferred. New UCLAS Org Chart will be distributed as well. DOC members will have responsibility for distributing this communication to library-wide listservs at their local campus.**

### **4. Shared Print Discussion**

Issues: Shared Print includes HathiTrust and other groups, which is why it is with DOC versus SCLG. The Shared Print Team was charged directly by CoUL. Brian Schottlander is UL on the Team. There are many public service components, so it is not purely about collections. Should this be a Shared Service Team that reports directly to DOC? Is this a Leadership Group rather than a Shared Service Team? Should it report to SCLG?

**ACTION 1: Todd G will let Emily know that DOC will explore the placement of the Shared Print Groups within the new structure. Emily Stambaugh will be notified that this reports to DOC for now and that she can use John Renaud and Catherine Friedman as her liaisons to DOC and will let her know direction that we are moving to. Emily to report to DOC and get permissions to move forward as needed.**

**ACTION 2: Shared Print Strategy Team issues regarding updating webpages, etc to be added to next DOC agenda.**

### **5. Collaborative Tools issue to be added to next Agenda.**

**NEXT DOC CALL: 22 January 2016.**