

**Direction & Oversight Committee
Meeting Agenda & Minutes**

January 27, 2017, 2:30-4:00pm
Zoom: <https://ucmerced.zoom.us/j/4346138649>

Attendees: Donald Barclay (UCM), Beth Dupuis (UCB), John Renaud (UCI), Ann Frenkel (UCR), Sarah Troy (UCSF), Michael Kim (UCSB), Catherine Friedman (UCSD), Felicia Poe (CDL), Lorelei Tanji (CoUL), Catherine Nelson, LAUC (UCSB)

Absent: Todd Grappone, Chair (UCLA), Peter Brantley (UCD), Julia Kochi (UCSF)

Recorder: Ann Frenkel

Guests: Catherine Mitchell, CDL

Preparation Required by Attendees

- Review: DOC decision making rubric overview, revised rubric, and new tips document (all three documents in this Box folder)

| Duration | Lead | Activity | Notes/Decisions |
|----------------------|--------|---|---|
| UCLAS Updates | | | |
| 10 min | DB, LT | <p>CoUL update CoUL in-person meeting in Oakland, Feb 23-24, 2017</p> <p>Several DOC members (Lorelei, Donald, Todd, Felicia and Beth) will attend. As requested by CoUL DOC will present proposal for incoming/outgoing DOC members. This will include Chair and Vice-Chair, two-year terms for most members, members to be appointed by ULs.</p> | <p>ACTION: DOC Steering Committee will create DOC membership proposal, to be sent CoUL a week before the meeting.</p> |
| 5 min | DOCSC | <p>DOC update</p> <p>Next DOC webinar will be joint presentation between SPST and SCLG. John R. is taking the lead.</p> <p>DOC minutes: Donald will look over past minutes and make sure to have them in the same place with consistent and up to date versions. Minutes will be reviewed by DOC. The person who takes notes is responsible for finalizing them (deciding if public or private notes are needed).</p> <p>DOC will discuss the UC-wide collaboration tools issue (and the funds for such) over email.</p> | <p>ACTION: Felicia with Catherine Friedman will draft conveyance memo for CoUL regarding DAMS Report. Memo will give some context and provide DOC's opinion where appropriate.</p> |

| Shared Plans & Priorities | | | |
|--------------------------------------|----|--|---|
| 2:45pm 30 min | CM | <p>OA Academic Senate Policy Catherine Mitchell, Director, Access & Publishing Program, CDL</p> <p>UC is implementing the UC Academic Senate OA policy using Symplectic Elements (automatic harvesting of academic records in order to more easily upload them to eScholarship). All campuses are using this application. CDL manages the application and campus libraries do local outreach and support.</p> <p>As of now the UC Provost Aimee Dorr (UCOP) is no longer inclined to support funding the product (as has been done to date). The provost's office does not usually support ongoing funding needs like this.</p> <p>CDL is using one-time funding to support Symplectic for one more year (to January 31, 2018). But CDL does not have the funding to do so after that.</p> <p>CoUL has recommended that DOC evaluate Symplectic to see if it is the best solution, look at possible in-house programming solutions, or campus white glove service (hands-on manual), and also evaluate whether the UC Libraries can continue to support the OA policy the way we have been. We also need to understand the ROI on supporting this policy. Consultation with UCOLASC and SLACSIAC will be imperative</p> | <p>ACTION: Donald with Catherine Mitchell will draft a DOC charge (covering the issues above regarding the future of OA implementation and Symplectic) in time for the February CoUL meeting.</p> |
| 10 min | DB | <p>Shared Services Charge</p> <p>Donald carried out research on shared services (DOC members were interviewed) and he prepared a report for CoUL (shared with DOC). This topic was and is part of the CoUL Plans and Priorities.</p> <p>We have three months (from CoUL's deadline) to create some case studies of projects to try as shared services, dealing issues including staffing percentage, campus culture, tier 1 vs tier 2, etc. This will be a hefty agenda item for the DOC face to face meeting.</p> | <p>ACTION: Donald with Ann and Peter prepare a document with ideas for a Shared Services discussion at DOC's next in person meeting.</p> |
| 15 min | DB | <p>Decision Making Rubric Follow up (See three docs noted above)</p> | <p>ACTION: DOC will have a future Webinar on the</p> |

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| | | DOC reviewed the three documents: 1) DOC decision making rubric overview, 2) revised rubric, and 3) new tips document | Decision Making Rubric ACTION: DOC Members send Beth editorial changes on the decision-making rubric documents by 5pm today!! |
| UCLAS Organizational Discussions | | | |
| 10 min | JR | New SPST members needed for 2017 DOC approved the following appointments to the SPST. The appropriate supervisors have all approved the members. AUL for Collections: Kerry Scott (UCSC) Humanities Bibliographer: Scott Stone (UCI) Science Bibliographer: Jean McKenzie (UCB) Preservation Officer: Patricia Smith-Hunt (UCR) | ACTION: John will communicate the SPST appointments to the newly appointed members. |
| Committee Logistics | | | |
| 10 min | DOCSC | DOC Face to Face Meeting Firm date? The meeting will be one day in Oakland from 10am to 5pm, probably in March. | ACTION: Sarah will create a doodle poll to determine date ACTION: The DOC Steering Committee will begin draft agenda |
| 10 min | MK | DOC Project Team: Communication and Collaboration Tools for UCLAS Approve draft charge (01/27/17) | Topic referred to email |