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Direction & Oversight Committee
Meeting Agenda & Minutes

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Direction & Oversight Committee **Meeting Agenda & Minutes**	
August 25, 2017, 2:30-4:30pm	
Attendees: Ann Frenkel, Chair (UCR) Beth Dupuis (UCB), Felicia Poe (CDL), Peter Brantley (UCD), John Renaud (UCI), Todd Grappone (UCLA), Donald Barclay (UCM), Catherine Friedman (UCSD), Julia Kochi (UCSF), Michael Kim (UCSB), Sarah Troy (UCSC) **Regrets:** MacKenzie Smith (CoUL-UCD) **Recorder:** Danielle Westbrook (CDL)	

Time	Lead	Activity	Notes/Decisions

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10 min	AF	**DOC Housekeeping** Troy is the incoming rep to the Shared Print Strategy Team. Barclay is the incoming CKG liaison. Troy (outgoing CKG liaison) is still managing a CKG webinar (see CKG update below). Tiffany Moxham is the interim UCR rep to the Shared Content Leadership Group (SCLG). DOC thanks Catherine Nelson for her service as the Librarians Association of the University of California (LAUC) representative to DOC from July 2015 to June 2017. The new LAUC representative to DOC is Josh Hutchison (UCI); he'll start his two-year term next month.	**Action:** Poe will add Josh Hutchison to the DOC listserv and DOC roster on the UC Libraries website. Once that's done, she'll notify Frenkel. **Action:** Frenkel will email Josh Hutchison (cc'ing Renaud) about the listserv and other DOC meeting specifics. **Action:** Ann will reschedule the November DOC meeting (it

			currently falls on the Thanksgiving holiday).
5 min	DW	**CoUL update** [CoUL just posted the 17/18 plans & priorities to the UC Libraries website](). A systemwide communication will go out shortly.	<mark>Action:</mark> Westbrook will ask CoUL whether the Roadmap to OA and Systemwide ILS Planning Group charges can be shared (either publicly or privately with DOC members).
10 min	ST	**CKG update** A CKG webinar is being organized by Troy; 3-4 CKGs have already expressed interest in participating. The CKGs will no longer list chairs on [the UC Libraries website](); so that this information can be updated by the CKGs themselves, chairs will be listed on the CKG-specific wiki and linked to on the UC Libraries website.	
10 min	CRF	**ILL Courier [SST]()** The ILL Courier SST has issued a memo to TriCor outlining service issues. They've asked TriCor to respond by Aug. 31st. Meghan Johnson (UCSB) has been recommended by Team Leader Shapiro and with the full support of her supervisor, Scott Hathaway, to serve in the role of Courier Coordinator, replacing Alicia Amador (UCLA). DOC members noted that while it would be preferable to have multiple candidates from which to select, the Committee has no concerns with the candidate being recommended. <mark>Decision:</mark> DOC endorses Meghan Johnson's appointment as Courier Coordinator of the ILL Courier SST.	<mark>Action:</mark> Friedman to send a copy of the memo to Poe (so that CDL may retain an official copy). <mark>Action:</mark> Troy will email Team Leader Shapiro, cc'ing Friedman, with the contact information for the CSU ILL Courier rep. CSU also has a

		DOC thanks Alicia Amador for her service as the Courier Coordinator from January 2016 to September 2017.	contract with TriCor. **Action:** Friedman will write a letter, thanking Alicia Amador for her service. **Action:** Friedman will write an appointment letter for Meghan Johnson.
20 min	BD	**Linked Data charge and membership confirmed** DOC members confirmed the prior decision that a representative from every campus isn't needed. Moreover, there isn't a limit on the number of project team members. DOC members confirmed other suggestions for members of the Linked Data project team.	**Action:** Dupuis will ask Arwen Hutt if she will chair. If Hutt declines, Dupuis will ask Claudia Horning. **Action:** Once the chair has been confirmed, Dupuis will confirm membership with the remaining group members. **Action:** Poe will select a representative for CDL and notify Dupuis. **Action:** Once the membership is confirmed, the members and their affiliation will be added to the charge by

			Dupuis and posted to the UC Libraries website.
15 min	AF	**Shared Fedora Working Group Charge** The charge was written by Grappone and Brantley. Several committee members noted that this group will likely need to reprioritize frequently to keep up with the technical changes/advancements made in the software stack. The working group should aim to align their work with systemwide priorities and activities already occurring systemwide. DOC agreed that it's likely that this working group will be able to get started before the next DOC meeting. **Decision:** Brantley will act as DOC liaison.	**Action:** Brantley will make final edits to the charge (specifically around the timeline and start/end dates). **Action:** Members should send working group candidates to Brantley by Sept. 1st (members can share the draft charge for recruitment purposes so long as they highlight that it's still a draft).
40 min	Martha Hruska	**Discussion with SCLG chair** An Offsetting Task Force is being formalized; it will report to SCLG. The charge is currently being review by CoUL. **Decision:** At a future meeting, DOC should discuss e-textbooks and OER to better understand their impact and to determine whether a systemwide initiative should be considered (perhaps via DOC, or a CKG). The SCLG is holding an in-person meeting on Sept. 8th in Oakland. They'll be considering their activities and roadmap for the next year. They'll also discuss their plan for implementing an FTE cost model for shared licensed content.	**Action:** DOC members should consider what kinds of issues they'd like to see SCLG bring to DOC. **Action:** SCLG members should consider how DOC might help SCLG disseminate information. **Action:** following the Sept. 8th SCLG meeting, Renaud will follow-up

			with DOC re: topics SCLG and DOC might discuss and/or work on together over the next year.
10 min		**Other**	<mark>**Action:**</mark> Felicia will request a write up on the status of the Symplectic Elements contract (to share with DOC).