

**Direction & Oversight Committee (DOC)
Meeting Agenda & Minutes**

MARCH 8, 2019, 2:00 – 3:00 pm

Attendees: Sarah Troy (Chair, UCSC), Beth Dupuis (UCB), Felicia Poe (CDL), Josh Hutchinson (LAUC-UCI), Alison Regan (UCI), Donald Barclay (UCM), Todd Grappone (UCLA), Catherine Friedman (UCSD), Michael Kim (UCSB), Steven Mandeville-Gamble (CoUL-UCR)

Recorder: Danielle Westbrook

Regrets: Stephen Kiyoi (UCSF), Ann Frenkel (UCR), Rice Majors (UCD)

Guest(s): Erik Mitchell (UCSD, CoUL Liaison to Digital Preservation Strategy Working Group), Edson Smith (UCLA, Digital Preservation Strategy Working Group, Chair)

Next meeting: March 22, 2019 (2:00 – 3:00 pm)

Time	Lead	Notes, Decisions	Actions
2 min	ST	DOC Housekeeping	Action: DOC members should check the Resource Sharing Systems Investigation charge and confirm their campus rep. on the roster.
3 min	all	Brightspots	
25 min	RM, TG, Edson Smith, Erik Mitchell	<p>Digital Preservation Strategy Working Group update (charge and roster)</p> <p><i>Note: Edson Smith and Sarah Troy will provide an update to CoUL on 3/11/19.</i></p> <p>The group's first phase of work has focused on the current state of digital preservation across the UC Libraries (including practices, capabilities and local roles). The group's report will be submitted to DOC the week of April 01. The group has found that technology isn't the real issue; rather, it's systemwide inconsistency around the application of best standards, workflows, procedures, and policies. DOC reflected that the working group's phase 2 charge doesn't seem appropriately scoped – that content selection as a next step seems</p>	

		premature. Phase 2 instead might identify what's best done collaboratively, as a system, and what should remain local. Once DOC and CoUL have the final phase 1 report, they can discuss next steps, cost implications (including FTE) of potential paths forward, and how to reshape phase 2.	
25 min	CF	<p>Chat reference – next steps (DOC survey findings/recommendations and AaL Service Assessment report)</p> <p>Several DOC members noted that without a transcript analysis, it is difficult to know the value of providing AaL chat service 24/7 (specifically in the early hours of the morning, e.g. midnight to 6 am). A member also spoke to the value of providing a UC-specific service (overnight hours are not currently staffed by UC employees).</p> <p>Decision: DOC accepts the AaL Assessment Project Team report so that it can be shared with others. With the release of the report, there will be context about immediate next steps (e.g. the analysis of chat session transcripts for overnight/Sunday hours, etc.).</p> <p>Decision: DOC will ask the AaL Assessment PT to complete an analysis of chat sessions transcripts (question type, day, and time of day) for overnight and Sunday hours.</p> <p>Decision: DOC will direct the Direct Dig Ref SST or a new project team to investigate other chat platforms that might meet the system's needs.</p> <p>Decision: DOC accepts the recommendation from the AaL Assessment Project Team that we commit to QuestionPoint for FY2019/2020.</p>	<p>Action: Troy will update CoUL, re: DOC's support for the recommendation to commit to another year of QuestionPoint, to confirm there isn't any disagreement.</p> <p>Action: Friedman will get back to the AaL Assessment PT with DOC decisions.</p>
5 min	SMG	CoUL update	