Direction & Oversight Committee (DOC)
Meeting Agenda & Minutes

August 23, 2019, 2:00 – 3:00 pm

Attendees: Felicia Poe, Chair (CDL), Beth Dupuis (UCB), Alison Regan (UCI), Todd Grappone (UCLA), Donald Barclay (UCM), Ann Frenkel (UCR), Catherine Friedman (UCSD), Sarah Troy (UCSC), Michael Kim (UCSB), Beth Dupuis (UCB), Polina Ilieva (UCSF), Josh Hutchinson, LAUC (UCI)

Recorder: Danielle Westbrook

Regrets: Rice Majors (UCD)**,** Steve Mandeville-Gamble, CoUL (UCR)

Guest(s): Alison Scott, Chair, SCLG (UCLA)

Next meeting: September 6, 2019 (2:00 – 3:00 pm)

Time	Lead	Notes, Decisions	Actions
10 min	DOC Chair	**Housekeeping** • DOC F2F in Oakland: Monday, 10/07/19 • Digital Reference Shared Service Team: Alison Regan will assume the role of DOC liaison beginning October 1.	**Action:** Poe will distribute a call for volunteers, re: open liaison positions. All DOC members should consider volunteering.
15 min	Alison Scott	**SCLG Update** SCLG continues to discuss UC's transformative OA pursuits, including how such changes are implemented and managed. Under review is whether the UC Libraries should move to one-year deals for standard systemwide subscriptions; this will provide flexibility for transitioning those contracts to transformative agreements in the near-term (acknowledging that this does increase CDL overhead). The STAR Team, which identifies new scholarly open access initiatives and projects for investment, is looking to integrate potential investments more effectively into the existing resource liaison structure (for content review, etc.)	
1 min	Poe	**CoUL update** CoUL does not meet in August. The next meeting will be a face-to-face at UC Davis on Sept 16 and 17. Poe will be in attendance in her role as DOC Chair.	

| 10 min | Poe | Request to appoint "Transformative Agreement Campus Liaisons"

At its June meeting, CoUL approved a proposal to transition the former Offsetting Group to a Transformative Agreement Implementation Group reporting to the Project TRANSFORM Working Group (PTWG). CoUL also approved a recommendation for the Group to create a campus transformative agreement liaison structure to facilitate information flow and build knowledge and expertise about these new agreements at all campuses. PTWG requests DOC's assistance in identifying liaisons.

A PTWG representative noted that liaisons will be attentive to campus needs around the implementation of transformative agreements (like UC's agreement with Cambridge University Press) and will help facilitate campus-specific instruction and outreach (to colleagues, faculty, etc.). The implementation liaisons will have opportunity to meet with members of the implementation group. The representative also clarified that existing campus communication liaisons (that work directly with the Project Transform Comms Team) help manage campus distribution of strategic messaging.

A DOC member noted that the learning curve might be steep for some liaisons, particularly if they don't have campus representatives on Project Transform. | **Action:** Poe will share the rosters for the current PTWG and implementation team. She'll also distribute a brief document, outlining the scope of the transformative agreement liaison role.

Action: DOC members should send their liaison nominees to Poe. |
| 5 min | DB ST | SILS update (Barclay)

The SILS Request for Proposal (RFP) process continues to run on schedule. When the final phase 3 report is delivered to CoUL in early October, DOC will also receive a copy.

SILS Governance Task Force update (Troy)

A subgroup recently carried out interviews with peer consortia, which resulted in a key takeaways report. The task force has also discussed communications and broader SILS engagement. The task force is finalizing a definition of shared governance and the principles that will guide the task force in their work (refining the governance model and creating decision-making mechanisms) and signal to the UC Libraries community what they can expect from SILS shared governance. | |

30 min	Poe, All	Draft Systemwide Annual Plans & Priorities for review For priority #1, several DOC members noted that the title and near-term goal are misaligned; instead of "long-term *access*…," it might instead be "advance long-term *stewardship*" ("access" excludes dark preservation from the priority). Moreover, digital preservation is not the same as digital libraries work, and there might be a potential lack of cohesiveness between the long and near-term goals for the priority. Several DOC members noted that DOC might confirm whether a charge for priority #3 (communications) will come from CoUL, or whether DOC will pitch a charge. A DOC member also noted that DOC has examined the system's use of communications technology before, but that the priority for 19/20 must include communications infrastructure and how to best support communication processes that are not overly complicated to navigate.	
5 min	Poe	Updates to UC Libraries website – the following reports will be/have been posted this week: **DOC Meeting Minutes** July 26, 2019 minutes posted and available at: https://libraries.universityofcalifornia.edu/doc/meetings	DOC members to alert staff on local campuses
		<u>Current DOC Projects:</u> **UC Libraries Collaborative Reference Project Team** DOC Liaison: Alison Regan, UCI Status: Aug 2019 - Charge and membership finalized **Digital Preservation Strategy Working Group Phase 2** DOC Liaison: Sarah Troy, UCSC Status: Aug 2019 – Charge under development **Investigation of Resource Sharing Systems Project Team** DOC Liaison: Ann Frenkel, UCR Status: Underway; final report due December 2019 **Revising the UC Guidelines for Efficient Archival Processing Project Team** DOC Liaison: Sarah Troy, UCSC Status: Underway; due December 2019 **UCL Digital Reformatting Guideline Revision Project Team** DOC Liaison: Sarah Troy, UCSC	

| | | Status: Underway; due October 2019

UC Libraries Materials Transportation RFP Project Team
DOC Liaison: Catherine Friedman, UCSD
Status: Underway; end date unknown | |