

## University of California Direction & Oversight Committee (DOC)

Agenda  
November 1, 2019

Chair: Felicia Poe  
Note Taker: Katie Ritchey

Zoom: <https://UCOP.zoom.us/j/516184237>

**Members in attendance:**

Alison Regan (UCI)	Todd Grappone (UCLA)	Roger Smith (UCSD)	Felicia Poe (CDL)
Ann Frenkel (UCR)	Donald Barclay (UCM)	Polina Ilieva (UCSF)	Steve Mandeville-Gamble (UCR, CoUL)
		Alan Grosenheider (UCSB)	Joshua Hutchinson (UCI, LAUC)

**Regrets:** Beth Dupuis (UCB), Catherine Friedman (UCSD), Rice Majors (UCD), Sarah Troy (UCSC)

**Guest:** Alison Scott (UCLA), SCLG chair, Project Transform Working Group

Agenda Item	Time	Duration	Responsible	Documents	Notes
<p><b>Housekeeping</b> Welcome – Roger Smith (UCSD)</p> <p>10/07/19 DOC minutes: Approve, review action items</p>	2:00pm	10 min	DOC Chair	<a href="#">10/07/19 DOC meeting minutes</a>	<p>Welcome Roger Smith, UCSD. Roger is attending 11/01 in Catherine Friedman’s stead. With Catherine’s upcoming retirement, Roger will join DOC as permanent member in January.</p>
<p><b>CoUL Update</b> Next meeting: 11/06/19 (Zoom) Most recent meeting: 09/16-17/19 (UCD F2F)</p>	2:10pm	5 min	SMG Poe		<p>CoUL 11/06/19 agenda includes review of SILS Phase 3 report and vote on the endorsement of recommendations. Report remains confidential and distribution limited to CoUL and library leadership, as determined by local ULs.</p> <p>Feedback on Report due by Monday</p>

**Agenda - University of California Direction & Oversight Committee (DOC) – 11/01/19**

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					<p><b>ACTION:</b> DB will reach out to Caitlin Nelson to ask DOC members/campuses who have gone through migration (contract negotiation team) for feedback for contract</p>
<p><b>SCLG Update</b></p>	<p>2:15pm</p>	<p>15 min</p>	<p>Alison Scott (UCLA), SCLG chair</p>		<p>Thank you to Becky Imamoto (UCI) who has completed a 3+ year term as LAUC representative to SCLG. Her contributions are deeply appreciated! Welcome to Brian Quiqley (UCB) as the new LAUC representative to SCLG!</p> <p>Contract negotiations for Project Transform are ongoing. Work on communication updates for the system is in progress.</p>
<p><b>Revised Policies for Administration of University of California Archives</b> DOC liaison – Polina Ilieva</p> <p>Poe distributed to DOC via 10/22/19 email requesting feedback/approval by 11/01/19</p>	<p>2:30pm</p>	<p>15 min</p>	<p>Ilieva</p>	<p><a href="#">UCAC Policies Revision Background</a></p> <p><a href="#">Policies for Administration of UC Archives and Appendices 9172019</a></p> <p><a href="#">Revision of Policies for Administration of UC Archives Project</a></p>	<p>These were previously updated in 2007. Another group is working on guidance around metadata and processing guidelines. Once that work is completed, their documentation will be crosslinked with this one. Team is hoping to consult records managers in the upcoming months and include their feedback.</p> <p>DOC Approves</p>

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					<b>ACTION:</b> PI will be sending out email to DOC in regards to approval
<b>SILS (general update)</b> <b>SILS Governance Task Force</b> (DOC members on SGTF include Barclay, Poe, Regan, Troy)	2:45pm	5 min	Donald Barclay Alison Regan	SILS Phase 4 org structure – under review; will be shared w/DOC post-review.  Previous reference: <a href="#">SILS Phase 3 org structure</a> <i>(see p9 of 11)</i>	General: See “CoUL Update” note  SGTF 10/29 meeting: revised Phase 4 governance model discussed/refined and will be presented to SILS Working Group for approval on 11/01/19. SGTF decision-making processes subgroup established.
<b>FedDocArc Implementation and Oversight Committee: Revised Strategy Recommendation</b>  Brief introduction to topic and review of preparation required for full discussion at 11/15/19 DOC meeting.	2:50pm	5 min	Poe	<a href="#">Proposal document</a>  Committee members: Dupuis (UCB), Silva (UCB), Fogel (CDL), Grigsby (UCB), Kutay (UCLA), Novoa (UCR), K. Smith (UCSD), Tin Tran (SRLF)	On 11/15/19, Beth Dupuis (UCB) and Jesse Silva (UCB) will present proposal and seek endorsement for the FedDocArc team to continue the deeper investigation of the budget, staffing, and timeline needed for a new FedDoc serials approach.
<b>Digital Preservation Strategy WG Phase 2 charge</b>  DOC liaison – Sarah Troy	2:55pm	5 min	Poe for Troy	Phase Two charge (Nov 2019) will be shared with DPSWG once CoUL feedback incorporated (~ 1 wk)  Previous reference:	Feedback provided by DOC on 10/07/19 incorporated; revised draft presented to CoUL via Erik Mitchell (UCSD). On 10/30 CoUL provided final round of (minor) feedback which will be incorporated by Troy before Phase 2 working group is formally charged.

**Agenda - University of California Direction & Oversight Committee (DOC) – 11/01/19**

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				<a href="#">Phase One Report (April 2019)</a>	
Updates and additions to UC Libraries website: <a href="https://libraries.universityofcalifornia.edu/">https://libraries.universityofcalifornia.edu/</a>	0	FYI	DOC Chair		<p><b>CoUL Projects &amp; Groups:</b>  <b>Project TRANSFORM</b>  <a href="https://libraries.universityofcalifornia.edu/coul/projects-and-groups">https://libraries.universityofcalifornia.edu/coul/projects-and-groups</a></p> <p><b>DOC Meeting Minutes</b>                      09/20/19 minutes posted and available at:  <a href="https://libraries.universityofcalifornia.edu/doc/meetings">https://libraries.universityofcalifornia.edu/doc/meetings</a></p>