University of California Direction & Oversight Committee (DOC)

Agenda	Chair: Felicia Poe
June 9, 2020	Note Taker: Katie Ritchey

Zoom: https://UCOP.zoom.us/my/feliciapoe

Members in attendance:

		Roger Smith (UCSD)	Felicia Poe (CDL)
Rice Majors (UCD)	Donald Barclay (UCM)	Anne Frenkel (UCR)	Joshua Hutchinson (UCI, LAUC)
Alison Regan (UCI)	Sarah Troy (UCSC)	Micquel Little (UCSF)	Katie Ritchey (UCSC)
		Alan Grosenheider (UCSB)	Steve Mandeville-Gamble (UCR, CoUL)

Regrets: Beth Dupuis (UCB), Judy Consales (UCLA)

Guest: Alison Wohlers, Manager, Shared Print Programs, WEST and UC Libraries

Agenda Item	Time	Duration	Responsible	Documents	Notes
Housekeeping	1:00pm	10 min	DOC Chair		Topic: Managing chat during Zoom meetings – Vice-chair will monitor chat and bring up anything that needs to be discussed. DLFx-next – RS, JH, and RM have had one productive meeting so far
Working Group for Systemwide Print Collection Management Strategy – Charge **Requested decision:** DOC to endorse, with or without edits, the presented charge for final submission to CoUL.	1:10pm	20 min	Alison Wohlers	**Document for review:** Group Charge	**Background:** In late 2019, the Shared Library Facility Board (SLFB) requested a straw-person charge be drafted re: *developing principles and goals for how the system should build and manage RLF collections*. The SLFB steering committee (RLF directors, shared print program manager, and the SLFB chair) took this on and in the course of drafting the requested

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					charge, it became clear that there would be considerable overlap with work of the SPST on strategic visioning for shared print, and that it would be advisable to include SCLG explicitly in the process. Now, SPST and SCLG submit the charge to DOC (to which the proposed group would report) for final review, endorsement, and submission to CoUL. This group would report out to DOC after each phase of the work. DOC tentatively approves the charge as written, pending approval from absent members.
CoUL Update **Next meeting: June 15, 16, 17**	1:30pm	10 min	SM-G Poe	[University of California Libraries Systemwide Annual Plan and Priorities, FY 2019-2020 (Sept. 16, 2019)](#)	DOC invited to join CoUL on 06/17 @ 3:45-5:00pm to discuss 20/21 systemwide plans and priorities Discussed bringing up work done by Working Group for Systemwide Print Collection Management Strategy FP gave overview of past meetings for new attendees.
"UC Libraries – Service Status during COVID-19" service matrix	FYI	FYI	Poe		In preparation for CoUL meeting, DOC members to update service matrix. Pls add details in Column I and date/initials in Column J

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DOC members to update by 06/09/20 advance of CoUL meeting					<mark>**ACTION**: Update matrix DUE 06/09/20 @ 5:00pm</mark>
Digital Preservation Strategy Working Group Phase 2 **Final Report**	1:40pm	5 min	Troy		Phase 2 draft report will be shared with DOC by end of June. Sibyl Schaefer, Phase 2 chair, will join DOC on 07/07/2020 to discuss.
SILS Update	1:45pm	5 min	Barclay	[Archived video and audio transcript](#) from 06/05/20 Zoom webinar. In addition, [this Confluence page](#) contains a visual representation of fist-of-five decision making, while [this decision fish matrix](#) shows the comparative "size" (impact, complexity) of decisions and suggests methods for discussing and making decisions.	"Fist of Five" decision-making webinar held 06/05/20. Discussed recent emails sent on SILS-News listserv regarding Ex Libris deadlines.
UC Libraries 24/7 chat reference service – transition from OCLC QuestionPoint to Springshare LibAnswers Transition date: Week of June 15-19, 2020	FYI	FYI		Revised Memorandum of Agreement (MOA) has been drafted by ASAG for CoUL's approval / signature. Currently under review.	• Transition being led by A. Avila (UCI), E. McMunn-Tetangco (UCM), and campus coordinators • Chris Martone (UCR) will assume role of service coordinator from Antoinette Avila on 07/01/2020
Updates and additions to UC Libraries website: https://libraries.universityofcalifornia.edu/	FYI	FYI			April 14 + 28, 2020 meeting minutes posted. See: https://libraries.universityofcalifornia.edu/doc/meetings

Agenda - University of California Direction & Oversight Committee (DOC) – 06/09/2020

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Current DOC Projects:

UC Libraries Collaborative Reference Project Team

Status: Aug 2019 - Charge and membership finalized

Status: Communication of 12/04/19 from A. Avila indicates report may be finalized in January 2020

    From: DOC-L <DOC-L@listserv.ucop.edu>

    Sent: Tuesday, December 3, 2019 3:01 PM

    To: DOC-L <DOC-L@listserv.ucop.edu>

    Subject: [DOC] Fwd: Request for an Extension on the Collaborative Reference Project

UC Libraries Collaborative Reference Project Team charge (07/12/19)

https://ucmerced.box.com/s/0pd970rfkfqc6ywy1gypizt2tu9vp67h

Digital Preservation Strategy Working Group Phase 2

Charge: Phase Two Charge (November 2019) (includes membership list)

DOC Liaison: Sarah Troy, UCSC

Status: Launched November 2019

Phase One Report (April 2019)

Investigation of Resource Sharing Systems Project Team

Charge: RSSI Charge 25March2019

DOC Liaison: Ann Frenkel, UCR

Status: Underway; final report due August 2020 – should be ready for DOC by early July. AMF committing to coming to DOC meeting whenever it is discussed and to submit it to DOC (so keep me on the mailing list until this is done?)

See: RSSI Request for Extension 13Nov2019

Revising the UC Guidelines for Efficient Archival Processing Project Team

DOC Liaison: Sarah Troy, UCSC

Status: Complete as of April 2020

UCL Digital Reformatting Guideline Revision Project Team

DOC Liaison: Sarah Troy, UCSC

Status: Complete as of April 2020

UC Libraries Materials Transportation RFP Project Team

DOC Liaison: Beth Dupuis, UCB

Status: Underway; end date unknown

Charge (Rev. 09.16.19)