

University of California Direction & Oversight Committee (DOC)

Agenda
10/27/2020

Chair: Donald Barclay
Note Taker: Katie Ritchey

Zoom: <https://ucmerced.zoom.us/j/4346138649>

Members in attendance:

Salwa Ismail (UCB)	Judy Consales (UCLA)	Roger Smith (UCSD)	Felicia Poe (CDL)
Rice Majors (UCD)	Donald Barclay, Chair (UCM)	Kevin Comerford (UCR)	Cynthia Johnson (UCI, LAUC)
John Renaud (UCI)	Sarah Troy (UCSC)	Micquel Little (UCSF)	Katie Ritchey (UCSC)
		Alan Grosenheider (UCSB)	Elizabeth Cowell (UCSC, CoUL liaison)

Regrets:

Guest: Cherry Williams, HOSC, Athena Jackson, Audra Yun

Agenda Item	Time	Duration	Responsible	Documents	Notes
Housekeeping	1:00pm	5 min	DOC Chair		<p>Sarah Troy’s term as DOC Liaison to Shared Print Strategy Team ends in December 2020. Salwa Ismail to take over in 2021.</p> <p>Campus report and Liaison Scheduling at the bottom of the agenda.</p> <p>3D Data CKG has formed. Their charter is available in Box.</p> <p>Please remind campus ILL units to fill out UCL intercampus ILL service spreadsheet</p>

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CoUL Update Recent meeting: 10/19/2020 Next meeting: 11/20/2020	1:05	5 Minutes	Elizabeth Cowell, CoUL Liaison		EC provided an update from the most recent COUL Meeting.
Campus Update (Rotating)	1:10	5 min	Salwa Ismail (UCB)		Each week, a different DOC member will report on a campus library issue of interest. SI provided an update on library access while library is closed and staff are mainly working from home. The information is available on their library website .
DOC Liaison Report (Rotating)	1:15	5 Min	Sarah Troy (UCSC)		Digital Preservation Strategy Working Group – Phase 2.5 Group is doing work to understand IS3 expectations and to help prepare for future UCLAS group, which will form after the new year.
HOCS CKG Statement on Inclusion and Equity in Archives and Special Collections in UC Libraries	1:20	10 Min	Cherry Williams. Lynda Claassen, Athena Jackson, Audra Yun	Revised Statement	CKG made changes to the document based on feedback from last meeting. Waiting for feedback from another group. Then DOC will discuss endorsing and will forward to COUL.
Future COVID Discussion	1:30	10 Min	Micquel Little	Covid-19 Discussion Group	Support for another discussion or two. Micquel presented several potential topics for the meeting. The

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					steering committee will work on a plan for day and time of the meeting.
Systemwide Professional Development Opportunities	1:40	10 Min	Donald Barclay		<p>The training request from the Born Digital CKG has been approved. It will be a DOC sponsored training and available to all UC Staff.</p> <p>Action: DB will confirm how information about training will be shared.</p> <p>Will be looking for DOC volunteers to help create guidelines for future requests.</p>
“UC Libraries – Service Status during COVID-19” service matrix	FYI	FYI	DOC members	Service Matrix	DOC members responsible for updating on regular basis
Updates and additions to UC Libraries website: https://libraries.universityofcalifornia.edu/	FYI	FYI			09/29/2020 meeting minutes recently posted. See: https://libraries.universityofcalifornia.edu/doc/meetings

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Campus Update Rotation

Date	Campus
10/27/2020	UCB
11/10/2020	UCD
11/24/2020	UCI
12/08/2020	UCLA
01/05/2021	UCM
01/19/2021	UCR
02/02/2021	UCSD
02/16/2021	UCSF
03/02/2021	UCSB
03/16/2021	UCSC
03/30/2021	CDL
04/13/2021	UCB
04/27/2021	UCD
05/11/2021	UCI
05/25/2021	UCLA
06/05/2021	UCM
06/22/2021	UCR

Liaison Update Rotation

Date	Liaison	Group
10/27/2020	Troy	Digital Preservation Strategy Working Group
11/10/2020	Smith	UC Forum
11/24/2020		
12/08/2020		
01/05/2021		
01/19/2021		
02/02/2021		
02/16/2021		
03/02/2021		
03/16/2021		

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03/30/2021		
04/13/2021		
04/27/2021		
05/11/2021		
05/25/2021		
06/05/2021		
06/22/2021		

UCLAS Standing Groups

Shared Content Leadership Group

John Renaud

Shared Print Strategy Team

Sarah Troy (Salwa Ismail to take over in 2021.)

Shared Service Teams

ILL Courier

Salwa Ismail

Digital Reference

Kevin Comerford

Project Teams

W.G. Systemwide Print Collection Management

Rice Majors

Federal Documents Archive Project

Salwa Ismail

Digital Preservation Strategy Working Group

Sarah Troy

UC Libraries Forum 2021

Rice Majors, Roger Smith

Collaborative Reference Project Team

Alison Regan

Current and Recently Completed DOC Projects:

DOC Liaison Assignments

UC Libraries Forum 2020-2021

Status: Draft Charge for Conference Committee accepted by DOC August 4, 2020

DOC Liaison: Rice Majors, Roger Smith

Working Group for Systemwide Print Collection Management

Status: Charge accepted by DOC on 06/09/20.

DOC Liaison: Rice Majors

UC Libraries Collaborative Reference Project Team

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Status: Aug 2019 - Charge and membership finalized

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

See: [Team Charge \(7/12/19\)](#)

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; draft Phase 2 report forwarded to DOC June 2020

See also: [Phase One Report \(April 2019\)](#)

Investigation of Resource Sharing Systems Project Team

Charge: [RSSI Charge 25March2019](#)

DOC Liaison: Ann Frenkel, UCR

Status: Final report submitted to DOC and COUL August 2020.

See: [RSSI Request for Extension 13Nov2019](#)

Federal Documents Archive Project

Charge: [Team Charge \(December 2013\)](#)

DOC Liaison: Salwa Ismail

Status: Revised Strategy Recommendation submitted to DOC (November 2019)

SILS Systemwide Communication Charge

DOC and CoUL agreed that this should wait until after SILS go-live. People are too busy and we are learning lessons about communications from the SILS. DOC should take this up post-go live—August 2021 or thereafter.