

**Direction & Oversight Committee
Meeting Agenda & Minutes**

November 18, 2016, 1:00-2:30pm
<https://zoom.us/j/4346138649>

Attendees:

Todd Grappone, Chair (UCLA) ; Beth Dupuis (UCB), Peter Brantley (UCD), John Renaud (UCI), Ann Frenkel (UCR), Catherine Friedman (UCSD), Michael Kim (UCSB), Sarah Troy (UCSC); Felicia Poe (CDL); Catherine Nelson, LAUC (UCSB); Lorelei Tanji, COUL (UCI),

Excused: Donald Barclay (UCM); Julia Kochi (UCSF)

Recorder: John Renaud (UCI)

Preparation Required by Attendees

<https://ucmerced.box.com/s/b2u5rm1ih7ql8d558a1r3h22w4mtshd1>

UC DOC Decision Making Rubric (PDF, Excel)

<https://ucmerced.box.com/s/1xaov0iko3enq85hipdbaduaarj0u1n1>

<https://ucmerced.box.com/s/9i68p7s79wcyk8cdasn8se26t7yc6ynf>

Duration	Lead	Activity	Notes/Decisions
UCLAS Updates			
10 min	LT	CoUL update	CoUL preparing for meeting with President Napolitano in February. Shared Libraries Facilities Board: working group for NRLF 4 planning is established; working group focused on RFL allocations, deposits, and future models is established.
5 min	TG	DOC update [CRF] Topics for DOC Webinars	DOC Digital Brownbag Webinars Future brownbags will be recorded and available for review. Catherine Friedman posted lists for future brown bag topics. Goal is to conduct on quarterly basis. Discussion: We should think about which are DOC topics, which are CoUL topics, and which are general topics. Today, we will decide the next few topics. First will be CKG digital brown bag. Sarah and Felicia will work on this for the summer; Shared Print Strategy Team, SCLG, and DOC to present jointly. 3 perspectives.

			<p>ACTION: We will explore Shared Print Brown Bag by next call. John R will reach out to Emily Stambaugh [and copy Ann to continue conversation if it isn't resolved before his travel dates] and Martha Hruska to discuss topics (Road Map review) and scheduling.</p>
Shared Plans & Priorities			
10 min	ST	Data Curation CKG and Research Data Matters pilot video	<p>Should Data Curation CKG continue with the series? If yes, who will provide funding and staff? Should this be an ongoing project?</p> <p>ACTION: Sarah Troy as CKG liaison will share DOC feedback with the CKG. Because the RDM video project is not directly related to CoUL systemwide priorities, DOC does not support Phase 2 / additional video development at this time.</p>
10 min?	CRF	Plan for ILL Management System RFP Review	<p>Catherine Friedman sent email to DOC 11/18/2016 re the process and timeline for DOC review of the draft ILL Management System RFP being developed by the Future of Resource Sharing Project Team.</p> <p>Question: What do folks on DOC expect to do in reviewing the RFP?</p> <p>There are 229 requirements in RFP that have been vetted on multiple levels. It is a complex system that must integrate with other systems. They have included consortial borrowing as part of an RFP. One component is ILL management; the other is now consortial borrowing.</p> <p>ACTION: Catherine Friedman, Todd Grappone and Ann Frankel will review RFP and provide feedback to the project team. DOC will review as a group at next call if necessary, but only if the team of three have concerns they feel the full DOC needs to address. Project team still working on summary and a few other small things that won't require our input.</p>
UCLAS Organizational Discussions			
10 min	All	Updates from CKGs, SCLG, etc.	<p>Sarah T: DOC FUNDS ARE COMPLETE -- \$11k ready for distribution.</p> <p>John R: from SCLG -- SPST reporting – deferred till next DOC CALL</p>
15 min	FP, TG	The UC Libraries DAMS Technology Report	<p>UC DAMS Technology Report</p> <p>Applying the "Decision Making Rubric for UC Libraries Projects" (Decision Rubric) to the UC Libraries DAMS Technology Report recommendations. How shall DOC proceed?</p>

			<p>The original intent of the rubric was for each campus representative to draft answers in response to the recommendations, ideally discussing if those responses fully and accurately represent their campus' thoughts with their library leadership colleagues (UL, AULs, etc) as they think best. After all the completed rubrics are contributed to the shared drive, we can compile results and identify areas of agreement and those that merit additional discussion.</p> <p>ACTION: Each DOC Member will complete the Decision-Making Rubric for the DAMS project; Felicia will compile. Deadline for campuses to complete is December 14th.</p> <p>What is meant by Collaborative Development Model?</p> <p>DAMS report p8 – overview of common roles, tasks and phases, which would be included in large collaborative development processes. Discussion of challenges to a co-development with the UC Library Structure.</p> <p>Rec 1: Continue with Nuxeo Shared DAMS Rec 2: Establish a Collaborative Development Model Rec 3: Centralize the DuraSpace Contributor License Agreement Rec 4: Participate in the Hydra-in-a-Box Pilot Project Rec 5: Linked Data</p>
Committee Logistics			
10 min			None