Direction & Oversight Committee (DOC)
Meeting Agenda & Minutes

July 27, 2018, 2:00 – 4:00 pm

Attendees: Sarah Troy, Chair (UCSC), Beth Dupuis (UCB), Rice Majors (UCD), Todd Grappone (UCLA), Donald Barclay (UCM), Catherine Friedman (UCSD), Stephen Kiyoi (UCSF), Michael Kim (UCSB), Felicia Poe (CDL), Steven Mandeville-Gamble (CoUL), Josh Hutchinson (LAUC), Alison Regan (UCI)

Recorder: Danielle Westbrook

Regrets: Ann Frenkel (UCR)

Guest(s): Alison Scott (SCLG Chair)

Zoom: https://ucsc.zoom.us/j/8314593878

Next meeting: August 10, 2018 (2:00 – 3:00 pm)

Time	Lead	Notes, Decisions	Actions
15 min	ST	**DOC Housekeeping** CoUL has decided that SCLG will continue to report to DOC. **Decision:** Add SILS as a standing monthly update. Barclay will lead. Typically, 5-10 minutes will suffice. Barclay will request more time in advance if it's needed. A member noted that DOC might focus on a different strategic initiative each month to discuss ongoing issues and to identify feedback and/or recommendations.	
20 min	AS	**SCLG update** Moving forward, Alison Scott will provide SCLG updates in-person (via zoom) or through email. SCLG is reviewing tier 1 resources, including journals, eBooks, and databases. Reviews such as these are good practice, to confirm systemwide resources still serve as the core of our shared	

		content. This year's reviews are also motivated by the need to establish sustainable budgets in the face of long-term, systemic collection cost increases. CoUL has asked SCLG to assess various scenarios representing upwards of a 10% reduction to the systemwide spend. SCLG is also investigating offsetting agreements with publishers, and plans to assess the systemwide eBook DDA pilot this fall/winter. SCLG was asked to consider how DOC and CoUL might help SCLG communicate with faculty.	
5 min	FP	**CDL LSTA Grant:** "Toward a National Finding Aid Network" CDL has received an LSTA planning grant to initiate a national conversation around the establishment of a next generation finding aid network envisioned as a system that would continue to serve the current statewide functions of the Online Archive of California (OAC), while supporting a broader geographic range of aggregation and discovery. Current OAC site: http://www.oac.cdlib.org/	**Action:** DOC members can direct questions to Poe.
20 min	DB	SILS Phase 3 The SILS Working Group thanks DOC for their assistance with identifying expertise group candidates and confirming the phase 3 group rosters. Barclay noted that the working group is open to increasing the total number of members in each expertise group if broader functional representation is needed. The SILS working group is organizing a kick off meeting in September for the expertise group chairs, the campus liaisons, and the working group. In advance of this in-person meeting, the working group will host an informational webinar on zoom for all SILS 3 cohort members. DOC will have access to a recording of that webinar. Several DOC members noted that having CoUL/ULs send out the SILS all-staff	**Action:** DOC members will notify their local SILS phase 3 nominees, re: whether they were selected for an expertise group. DOC members will do this no later than July 31. **Action:** if DOC members have questions about SILS, Donald is the liaison to DOC for SILS. DOC members can also route questions through their SILS campus liaison.

		announcements is appropriate given the importance of the SILS investigation. In future, User's Council might be a communications mechanism to investigate.	
10 min	ST	In-person DOC meeting (Oct. 18th @ CDL) Potential agenda items include discussing the history of collaboration at UC libraries, the Choosing Pathways to OA forum, and Kiyoi's idea for DOC to draft annual plans and priorities.	**Action:** Troy will create a planning document for the DOC in-person meeting. DOC members can then add agenda topics.
15 min	SMG	CoUL update Since 2015, CoUL has met annually with President Napolitano, the Provost, and Vice Provost. CoUL is already planning for the 2019 meeting. CoUL has asked Mandeville-Gamble to work with DOC on rewriting the DOC charge. The aim is to revise the charge so that it's empowering and effective.	**Action:** Troy will contact Ivy Anderson about having a member of the Major Publishers Task Force join DOC to discuss the task force's work. **Action:** Troy and Mandeville-Gamble will work together on next steps for rewriting the DOC charge.
15 min	SMG, ST	CoUL Plans & Priorities **Decision:** DOC members did not have edits for the 18/19 plans and priorities.	
10 min	ST	DOC Plans & Priorities DOC members discussed creating a concise annual plans & priorities document that follows the model established by CoUL. It will build off of the CoUL plans & priories as well as articulate systemwide work being done by DOC. DOC members noted the following topics that should be considered as part of a DOC plans & priorities (and potential discussion topics for the in-person meeting): how DOC might help facilitate systemwide decisions; assessment of shared service teams; CKG effectiveness; effectiveness of UCLAS (particularly around engaging and connecting with individuals/groups across the campuses and CDL; and framework(s) for special initiatives and how they're supported.	**Action:** Troy will investigate having a member of the planning group for the Choosing Pathways to OA come speak to DOC.

10 min	FP	Digital Preservation charge DOC needs to identify a liaison to the Digital Preservation Working Group. The DOC liaison will partner with CoUL's liaison to the group (Erik Mitchell). The DOC Liaisons and Project Sponsor definitions can be found here. A DOC member noted that it might be beneficial if the DOC liaison has collections experience.	**Action:** Poe will email the DOC listserv, asking for working group nominees. **Action:** Troy will share Erik Mitchell's notes on the role of the CoUL liaison to the working group.
5 min	ALL	Other Business/Topics A member expressed interest in hearing about the different grants being applied to by the libraries. In future, DOC members might consider updating committee members about local grants.	