University of California Direction & Oversight Committee (DOC)

Members in Attendance:

Sarah Troy (UCSC), Kristen Chua (CDL – DOC support liaison), Micquel Little, Chair (UCSF), Allison Benedetti (UCLA), John Renaud (UCI), Jo Anne Newyear Ramirez (UCB), Sarah Houghton (CDL), Tiffany Moxham (UCR), Rebecca Metzger (UCSB), Lorelei Tanji (UC Irvine, CoUL representative), Becky Imamoto (UCI, LAUC),   Sara Davidson Squibb (UCM), Dani Cook (UCSC)

Regrets:

Nicole Capdarest-Arest (UCD),

Guests:

Agenda

Agenda Item	Time	Duration	Responsible	Documents	Notes (Objective Decision/Discussion, etc.)
Housekeeping	1:00	5 min	Micquel		
CoUL Update – 11/14 Meeting	1:03 pm	10 mins	Lorelei		Summary overview of November 14th meeting.
DPWG – Deliverables and Next Steps	1:15	25 mins	Rebecca Metzger	DPWG Cover Letter Gap Analysis Survey Report Digital Preservation Framework	- There has been a long history of reports on digital preservation. - Proposal to DOC to accept Gap analysis and framework, as a set of benchmarks that do not require resource commitments from campus libraries - Group discusses what it means to approve these deliverables Comments

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Chair: Micquel Little
Note Taker: Kristen Chua

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					(Objective Decision/Discussion, etc.)

					- DOC members discuss processes from turning this report from documentation to action, including infrastructure and support mechanisms, collaborations with CoUL, seeking clarity on shared services involvement and scope of digital preservation, a systemwide plan for initiatives
					- DOC members discuss existing DigiPres solutions
					    ○ Meritt is a storage tool but not Digital preservation (digital preservation includes policy, etc.). DOC members seek clarity around understanding boundaries around Merrit as a service
					    ○ Digital Preservation has frameworks that serve more of guidelines, not a policy (which would necessitate funding etc.)
					    ○ DOC member notes that the framework DPWG put together is used by other systems as a policy, but in this group lessened the focus on policy in context of the UC Libraries. Expresses that document still stands as best practices and benchmarks.
					- DOC member requests clarification regarding language in the document describing a service as "not a shared service," alongside an existing

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					understanding that it functions as one. Further explanation may be helpful to distinguish what aspects are considered shared (e.g., staffing, infrastructure, storage). - DOC member suggests proposal about workflow with diagrams that say what goes where Discussion Questions: • How should DOC and CoUL be engaged in shaping the next phase of digital preservation strategy? • Is digital preservation a candidate for systemwide coordination (policies, expertise)? • What does it mean for DOC and CoUL to endorse these documents? • With the completion of DPWG's charge, is there a need for another group that becomes responsible for promoting and enacting the Framework? Would this be a leadership group to align practices or a practitioners group? • Would you approve DOC submitting these documents to CoUL? • If so, what, if any, recommendations would you like to see included in a cover letter from DOC for submission to CoUL?

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					• If not, why not, and what would you recommend as our next steps? • What role might CDL play as a central service provider beyond just providing opt-in Merritt services? How do we develop community and shared accountability?
Shared Services Brainstorm follow up	1:43 pm	15 mins	Micquel/All	Shared Services Brainstorm Evaluation and Discussion DOC Liaison and Projects Spreadsheet Shared Services Box Folder • Shared Services List from 2020 • Shared Services Opportunities 2020	• Shared Services Box folder has subfolders with 2020 subgroup work John R and Micquel have referenced, 2023/2024 subgroup work around the structure of shared services (now in CoUL's review), etc. Note the shared services list and opportunities overview specifically mentioned are linked in our agenda.