

**Executive Board Meeting  
Thursday November 1<sup>st</sup>, 1pm-3pm**

**Minutes**

**Attendees:** Roger Smith, UCSD (President); Carla Arbagey, UCR (Past President); Heather Smedberg, UCSD (President Elect); Jane Rosario, UCB (Chair); Dean Rowan, UCB (Parliamentarian); Melissa Browne, UCD (Secretary), Lisa Spagnolo, UCD (Acting Chair); John Sisson, UCI (Chair); Josh Hutchinson, UCI (DOC rep); Becky Marschall, UCLA (Chair); Jennifer Chan, UCLA (SLASIAC rep); Lindsay Davis, UCM (Chair); Tom Brittnacher, UCSB (Chair); Rachel Jaffe, UCSC (Chair); Adele Barsh, UCSD (Chair); Charles Macquarie, UCSF (Chair)

**Absent:** Ken Furuta, Dave Schmitt, Xiaoli Li, Courtney Hoffner, Ryan Johnson, Sam Dunlap, Becky Imamoto

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**1:01 pm, call to order via Zoom**

1. Roll Call, (M. Browne)  
The secretary conducted roll call.
2. Approval of Minutes: October 18<sup>th</sup>  
The minutes were approved.
3. Updates / LAUC Reports
  - a. Nominating Committee (C. Arbagey)  
The committee has been formed and a general call for nominations will go out soon.
  - b. SLFB (D. Schmitt)  
There has been no meeting or new information since the last LAUC Exec Board meeting.
  - c. DOC (J. Hutchinson)  
DOC had an in-person meeting on October 18. There was a wide-ranging discussion:
    - The history of the UC Library System formed the basis for the discussion for the day, and informed the way we talked about current issues.
    - There was brief mention of HathiTrust holdings in Melvyl —CDL will be working with OCLC to ensure that records in Melvyl reflect access restrictions.
    - Digital Preservation Strategy Working Group is just getting underway. The group is reviewing its charge and working to complete a report in April 2019
    - There was discussion of DOC plans and priorities, including talking about starting harmonization discussions between campuses in 2019 (in conjunction with or in advance of SILS); considering a UC-wide day of sharing best practices; all DOC members discussed sharing meeting reports/minutes with library communities (and minutes will be released more regularly)

d. SLASIAC (J. Chan)

The next meeting will be Nov 6<sup>th</sup> and the focus will be the 2018-19 licensed content negotiations. DOC has charged a task force to explore alternative access options. Does LAUC have any information they'd like to provide to DOC or SLASIAC?

- The Executive Board would like to review the minutes from the SLASIAC meeting to inform next steps, which could include issuing a written statement or discussion at the Spring Assembly.

e. Webmaster (R. Johnson or C. Hoffner)

Not present to report. R. Smith noted the webmasters have been updating pages and that sharing the workload seems to be working well.

f. UCOLASC (R. Smith)

R. Smith attended much of the meeting via Zoom. The agenda included discussions surrounding open access publisher agreements, faculty engagement and communication strategies, as well as a general update on CDL activities. R. Smith will share the meeting notes with the Exec Board and the LAUC membership when they are available.

g. Standing Committees

i. R&PD (H. Smedberg)

The deadline for getting applications to the divisional committees has passed. Next, applications will be sent to statewide R&PD for review.

ii. Diversity (X. Li)

Thanks to campus chairs, the Diversity Committee has 9 members confirmed (UCR is pending). The Committee will have its first meeting in November.

iii. CPG (S. Dunlap)

Not present to report. R. Smith noted he and S. Dunlap have discussed the committee charge and they are in the process of confirming the committee membership. CPG's work will include a review of [Position Paper #5](#).

4. Housekeeping / Old Business

a. The meeting schedule through August 2019 has been confirmed.

b. Census and Swag Items

The Parliamentarian has the 2018-2019 census numbers. They are also included on the [Executive Board Roster](#) posted on Box.

The vendor requested that the logo for the swag items be submitted as a vector graphic. C. Hoffner or R. Johnson may have access to the necessary software.

c. Social Media Coordinator

Peggy Alexander from UCLA Special Collections was the Social Media Coordinator last year.

**Action:** R. Smith will reach out to P. Alexander and discuss ways to promote LAUC on social media.

5. Continuing Business

a. Barriers to Engagement with LAUC

The charge has been distributed to divisions and some campuses have already begun discussions. What emerges from the campus conversations will be discussed at the Spring Assembly.

b. Academic Freedom / Roles as PIs - Statement from LAUC

R. Smith has begun drafting a statement and he will share it with the Executive Board via email by mid-November.

c. Position Paper #5

This project will be taken up by the CPG.

d. LAUC Connect: Next Steps

**Action:** Check in with the LAUC Connect Committee to see if email notifications of pairings have been sent and copy R. Smith (C. Arbagey)

e. Website Usability Task Force

The report and recommendations are available

<https://ucla.box.com/s/zc1wcab4dv5v1nzungmcf3ohwvyomsen3>

C. Arbagey: Nothing beyond last month's update. Have Board read for December meeting.

**Action:** Review the Website Usability Task Force Report (all Executive Board)

**Action:** Discuss the report with C. Hoffner and R. Johnson for their perspective on resources and workload re: implementing the recommendations (R Smith)

f. Spring Assembly at Riverside Planning

R. Smith has contacted UCR about possible March 2019 dates. The goal is to share options with the Executive Board for input in the next week or two. A save-the-date announcement will go out in early December.

g. Statewide Committee Appointments

SCLG – Shared Content Leadership Group

B. Imamoto's appointment ends in February 2019.

**Action:** Contact Becky Imamoto to discuss the status of her appointment and revising the appointment timeline to coincide with the LAUC calendar year (R. Smith)

h. Statewide Committee Charges

There are no remaining action items. A copy of the committee charges is available in Box for future years.

i. Campus Round Robin

UCB: A new vice-chair, Naomi Shiraishi has been appointed. Naomi is Japanese Cataloging Librarian at the East Asian Library.

UCD: The Wine Writer Collection Fellow (2-year appointment), has been finalized. The Library has launched an ad hoc flexible working group. Construction at the Physical Sciences and Engineering Library is ongoing. In addition, the Executive Board and CAPA are looking at revising supporting documentation for the peer review process.

UCI: The General Membership Meeting is scheduled for next week and the barriers to LAUC engagement discussion will be part of the agenda.

UCLA: The fall Membership Meeting will be Nov 6<sup>th</sup>. No additional updates.

UCSB: The Library has a new UL (April 2018) who has implemented a page limit on the narrative component in review packets. UCSB has also been busy with archives and document records management clean-up projects.

Question: Is there a contact for submitting archival records to LAUC Statewide?

Answer: The UCSD campus archivist has facilitated transfers in the past. There was also a LAUC Task Force that looked into this issue several years ago.

T. Brittnacher plans to charge a website task force to examine the LAUC-SB site. Recently, IT consultants and geospatial consultants have visited the Library and will share information and recommendations with the UL.

UCSC: The Executive Council has met twice recently. The fall Membership Meeting and a CAPA workshop have been scheduled. An eScholarship Edit-a-Thon has also been scheduled to encourage colleagues to post works in eScholarship. The Head of Assessment and Planning has been reassigned duties – starting in Jan 2019, activities will focus on planning and campus engagement surrounding renovations to the 3<sup>rd</sup> floor of the Science & Engineering Library.

UCR: No report.

UCSD: Recruitment is in progress for a Biological Sciences Librarian. LAUC-SD is moving ahead on documentation edits for the next review process. Training is in progress for review initiators. Two LAUC members co-authored a book chapter in *Teaching Information Literacy and Writing Studies: Volume 1*.

UCSF: The Library hosted and co-presented several activities for Open Access Week.

UCM: The Library will be hosting a faculty forum on the Elsevier license negotiations. Changes to the process for scheduling reference appointments (utilizing LibCal) have been effective. The Library recently responded to a space planning proposal – it was encouraging that other units on campus submitted letters of support on behalf of the Library.

**Motion to adjourn. Seconded. Adjournment 1:54pm.**