

**Executive Board Meeting
Thursday December 6th, 10am – Noon**

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); Xiaoli Li, UCD (Diversity Committee); John Sisson, UCI (Chair); Jennifer Chan, UCLA (SLASIAC rep); Lindsay Davis, UCM (Chair); Kent LaCombe, UCR (Chair); Tom Brittnacher, UCSB (Chair); Jessica Pigza, UCSC (LAUC-SC Secretary); Adele Barsh, UCSD (Chair); Sam Dunlap, UCSD (CPG); Kate Tasker, UCSF (Vice Chair)

Absent: Becky Marschall, Rachel Jaffe, Charles Macquarie, Dave Schmitt, Josh Hutchinson, Becky Imamoto, Courtney Hoffner, Ryan Johnson

10:02 am, call to order via Zoom

1. Roll Call (M. Browne)
The secretary conducted roll call.
2. Approval of Minutes: [Nov 1](#)
The minutes were approved.
3. Updates / LAUC Reports
 - a. Nominating Committee (C. Arbagey)
What would be the best strategy to distribute a call for volunteers? Options could include asking campus LAUC chairs to put forward names or sending out a general call to the membership. The goal is to send the call prior to winter break.
Action: Contact LAUC chairs to solicit names *and* send a call to the general membership (C. Arbagey)
 - b. SLFB (D. Schmitt – not present to report)
We have not met since the last LAUC meeting. The only new information is that SLFB sent a survey to each of the campuses to determine future needs of remote storage for archival boxes. The results of this survey will help shape future policies and space planning decisions around storage space for archival boxes. I have not heard the results of this survey yet.

- c. DOC (J. Hutchinson – not present to report)
- No meeting since the last LAUC meeting
 - Dates for calendars:
 1. SILS webinar/brownbag: December 11, 12-1pm
 2. Linked Data webinars: Jan 10 & 16, 1-2 pm
 3. UC DLFx will be at UCSD May 20-22
- d. SLASIAC (J. Chan)
- A copy of the minutes from the November 6th meeting is not yet available. J. Chan shared the response via laucexbd-l from the Elsevier Task Force lead to her question about LAUC's role in the negotiations.
- e. SCLG (B. Imamoto – not present to report)
- Via email:
- Elsevier negotiations - Some of this information is confidential and we are getting updates from other avenues, like the Communications Group.
 - Future of the JSTOR DDA program that is set to end December 2018 - The decision was to extend the program at least until the money in the deposited accounts runs out (can't really predict when that will happen). But before that occurs, SCLG will ask the eBook Committee to provide an updated report about JSTOR DDA to help them decide.
 - The next meeting will be 12/14.
- R. Smith reached out to B. Imamoto about extending her term as SCLG rep through August 2019 and she agreed.
- f. Webmasters (R. Johnson and C. Hoffner - not present to report)
- R. Smith noted that committee chairs continue to send updates to the webmasters. He will meet with R. Johnson and C. Hoffner next week to discuss the [Website Usability Report](#). Executive Board members should follow up with R. Smith about any questions or concerns.
- g. UCOLASC (R. Smith)
- No new information to report.
- h. Standing Committees
- i. R&PD (H. Smedberg)

The committee received 23 applications from 7 campuses and they will meet in late December to make funding recommendations. The awards will be announced on Jan 11th. If there are still funds available, the spring call will go out on Jan 22nd.
 - ii. Diversity (X. Li)

The committee met recently and has begun work on the items in its charge.
 - iii. CPG (S. Dunlap)

The membership roster is almost complete, with one appointment outstanding and one substitution in the works. Four additional interested parties, to whom Past-President

Arbagey sent a charge to revise Position Paper #5, will be asked if they are still interested in participating with CPG. The main focus of CPG's work will be [Position Paper #5](#).

4. Housekeeping / Old Business

a. Census and SWAG items

Swag has been ordered and should be available by the Spring Assembly in March.

b. Updated Version of *Acronyms and Initialisms*

A new version of this document needs to be added to the LAUC website.

Action: Contact the webmasters to have the updated version of *Acronyms and Initialisms* posted (R. Smith)

c. LAUC Social Media Coordinator

Peggy Alexander from the UCLA Special Collections Department is continuing in this role. LAUC has accounts with Twitter, Facebook and Instagram. Twitter will be leveraged as the primary social media communication channel. Would it be helpful for P. Alexander to issue a formal monthly call for content, or would an ad hoc approach to gathering content to post be preferable? A combination of the two approaches would be ideal.

Action: Share summary of conversation with P. Alexander (R. Smith). Send approved minutes to P. Alexander so she can leverage this content for social media posts (M. Browne)

d. Website Updates, Committee Profiles <https://lauc.ucop.edu/committees/executive-board>

R. Smith will discuss these items with the webmasters at their meeting next week.

e. Action Items (November 1st)

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

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

IN PROGRESS: Review the Website Usability Task Force Report (all Executive Board)

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

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

5. Continuing Business

a. Barriers to Engagement with LAUC

The charge has been distributed to campuses and some of the discussion notes have already been shared with the Executive Board. Some campuses felt their discussions lacked ideas for next steps to address barriers; identifying next steps will be a focus at the Spring Assembly.

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

R. Smith has drafted a statement in support of academic freedom that is being reviewed by C. Macquarie, J. Rosario, H. Smedberg and C. Arbagey. It will be shared with the entire Executive Board soon. The draft references a letter recently issued by CoUL and recommends that a committee of librarians be responsible for defining and managing the processes surrounding implementation of academic freedom policies.

UCOP has convened and charged a committee to examine academic freedom but the committee does not include librarians. Academic freedom is also being discussed in bargaining between UC-AFT and UC.

c. LAUC Connect: Next Steps

E-mail notifications of pairings were sent in October but not everyone was matched. The committee plans to do an assessment later this spring.

Action: R. Smith will touch base with C. Arbagey to review the LAUC Connect pairings.

d. Spring Assembly at Riverside Planning - Thursday March 28th

There will be a dinner for members of the Executive Board on Wednesday evening. More details for those traveling from other parts of the state will be available in January.

a. Next Steps: Save the Date Announcement

The goal is to send an announcement before the holidays. How much detail about the theme would be useful to include?

Discussion Points:

- Consider building on the discussion at the 2017 Assembly and focusing on external engagement strategies, i.e. a blueprint for LAUC's future.
- Frame the relationship between LAUC and librarians as a shared partnership.
- Recognize that members have a wide range of views about LAUC.

Action: Share a draft Save the Date message with the Executive Board (R. Smith)

b. [Preliminary Agenda](#)

e. Campus Round Robin

UCB (via email):

- Kortney Rupp, Chemical Information Librarian, left November 30, 2018, leaving another vacancy on ExComm.
- Search for Music Metadata Librarian is in progress.
- Fall Assembly was held on November 28, 2018.
- "Brown bag" discussion on academic freedom was held on December 3, 2018.
- Ceremony for the Distinguished Librarian Award will be held on December 11th. We are honoring Elizabeth Dupuis, AUL Educational Initiatives & User Services, Director of Doe, Moffitt & the Subject Specialty Libraries, and Deborah Jan, Optometry and Health Sciences Librarian.
- The Committee on Research and Professional Development will hold a "newish librarians event" on December 13th: newer librarians present informally on themselves and their work. R&PD has been holding this event at least twice a year for the last few years. This will be followed by the annual LAUC-B Happy Hour at the Faculty Club
- Recent staffing shortage in the Library Human Resources Department has resulted in delays and complications in the hiring process and other HR matters.
- The Library is holding an "early bird" presentation about the Elsevier negotiations on December 11th.

UCD: SILS work is taking a lot of time. The LAUC-D chair rotation is going well so far. Notes from the LAUC-D barriers discussion are forthcoming. Jullianne Ballou, Assistant Librarian, Wine Writer Fellow, will start in January. The Library Winter Celebration is coming up later this month and there is a library-wide Town Hall scheduled in January.

UCI: The Physics & Astronomy Outreach Librarian is leaving. A number of experienced library personnel have also announced their retirements.

UCLA: Not present to report.

UCM: Librarians were able to participate in interviews for the 3 final candidates for Executive Vice-Chancellor/Provost. A faculty open forum on the Elsevier negotiations was not well attended but it was recorded. The Library will be awarding \$500-1000 undergraduate scholarships and 3 grants have been awarded so far for the Zero Cost Course Materials program.

UCR: The Executive Board was in hiatus because several members were out. They will meet next week and a general membership meeting is also scheduled. The agenda will include Spring Assembly planning and a discussion about barriers to LAUC participation. The LAUC-R committees have full membership.

UCSB: Barriers to LAUC engagement were discussed yesterday at the general membership meeting – many of the issues raised were similar to those on other campuses. New librarians don't quite understand LAUC so it may be useful to develop a more comprehensive package of information to share. LAUC-SB worked with the UL to adjust the due dates for review packets.

One new librarian will be starting in January, negotiation is ongoing to fill a Data Services Librarian position and a recruitment for a Temporary Metadata Management Librarian is in the interview stage. In addition, 1 librarian is retiring and 2 subject librarians are leaving. The UL will be outlining reorganization plans at an all staff meeting later today.

UCSC: The barriers discussion at the general membership meeting was similar to those at other campuses. LAUC-SC also held a CAPA workshop.

UCSD: An Executive Board and general membership meeting are both scheduled for next week and the discussion will focus on points that were raised in the initial discussion about barriers. Interviews for a Biological Sciences Librarian position just concluded and the library plans to recruit for a vacant Head of Acquisitions and Content. The Mentoring Committee is hosting an event today – interns will be reporting on what they did for their internships. Adele worked with library staff and the Diversity Committee to plan a community gathering following the synagogue shooting in Pittsburgh.

UCSF: LAUC-SF has moved to a rotational model to make sure leadership positions are filled. There are 14 librarians at UCSF. The library is focusing on open science and open data policies - a town hall with faculty is scheduled for December 10th. The library has also been celebrating recent publications and grant awards. They are holding a research retreat today.

Final Reminders:

- Look for a draft Save the Date announcement for the Spring Assembly.
- Look for a draft Statement on Academic Freedom.

Motion to adjourn. Adjournment 11:34 am.