



OFFICE OF THE LAUC PRESIDENT

October 15, 2018

LAUC Committee on Professional Governance  
Librarians Association of the University of California

TO: Sam Dunlap, Chair, LAUC Committee on Professional Governance  
FR: Roger Smith, LAUC President  
RE: 2018-2019 Charge, LAUC Committee on Professional Governance

I am pleased to appoint you 2018-2019 Chair of the LAUC Committee on Professional Governance for a term commencing October 1, 2018 and ending September 30, 2019.

**Administrative Structure**

Please note that LAUC Committees fall under LAUC Executive Board purview. The LAUC President sets overall priorities for committee work by means of the committee's charge. The primary duty of each LAUC committee is to fulfill the charge given to it by the LAUC President. Once a committee's charge has been fulfilled, the committee may address other issues, with the approval of the LAUC President.

**Committee Background and Significance**

For LAUC, the term "professional governance" primarily relates to issues regarding peer review and the status of librarians at the University of California. LAUC represents all UC librarians, both managers and non-managers. Committee members have the significant responsibility to represent the views and needs of the entire membership.

**General Charge**

For 2018-2019, the Committee is charged with fulfilling its standing charge, Article VIII. Section 1.e.1:

- a. Advise the President and the Executive Board on issues that affect librarians, peer review, and other professional governance issues.
- b. Serve as a review body for Divisions who may request evaluation of local peer review procedures.
- c. Serve as a Bylaws review committee for proposed changes to the LAUC Bylaws and Standing Rules. Be available to review the Divisions' Bylaws for consistency with the LAUC Bylaws and Standing Rules, and to consult with Divisions on request.
- d. Address other subjects at the request of the President and consider and develop recommendations on matters of librarian professional governance.

## **Specific Charge for 2018-2019**

Conclude the review of LAUC [Position Paper #5](#), “The Academic Librarian in the University of California” begun in 2017-2018. This important position paper affirms the academic and professional status of librarians, and that librarians should have a voice in shaping the future of the UC libraries. The review should incorporate the opinions and feedback from all LAUC divisions. In the review, determine whether Position Paper #5 should be replaced with an updated version or retired. Given that this document affirms librarians’ academic status, the Committee’s review should also take into consideration whether the paper should also address academic freedom for librarians.

## **Timeline**

As Chair of a standing committee, you will be expected to attend the monthly conference calls of the Board. If there is a conflict, just let me know, and we can work around it.

A draft of the committee’s recommendations for its specific charge should be prepared for review by the LAUC membership in February with a final draft based on responses to be submitted to the LAUC Executive Board by mid-March. The dates will be determined later.

The Committee will need to present a mid-year report to the LAUC membership at the 2018 LAUC Spring Assembly. The report will include information on the current activity of the Committee and status of the review of Position Paper #5, including draft replacement language, if feasible within the timeframe. The Committee will also need to submit a final committee report to the President by September 1, 2018.

Reports should be submitted using the following format:

## **Reporting Guidelines**

SUBJECT LINE: [Committee Name] Report  
BODY OF MESSAGE:  
TO: LAUC President  
FR: [Committee Name]  
RE: [year (e.g., 2017-2018)]Report Name (e.g., Final Report)]

Committee Charge:  
Summary of Action Items:  
Body of Report with Discussion and Recommendations [formatted as motions, in keeping with Sturgis]  
Names of Committee Members  
Attachments (if any)

## **Committee Work and Meetings**

Committee business should be conducted via email or through the use of other technologies, such as conference call(s) or chat.

## **Committee Expenses**

The current LAUC Travel and Reimbursement Policy and Procedures document is linked to the LAUC homepage. Different Divisions may handle transactions differently and Committee members should check with their local accounting officers to find out how their Division handles charges to the LAUC account.

Thank you for your service to the LAUC membership. We all very much appreciate your efforts on our behalf. Please feel free to contact me if you have questions or concerns about the Charge.

### **Committee on Professional Governance**

#### **CHAIR**

##### **Sam Dunlap**

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