

**LAUC Executive Board Meeting**  
**Thursday May 2, 1:00-3:00PM**

**Attendees:** Roger Smith, UCSD (President); Heather Smedberg, UCSD (President Elect); Jane Rosario, UCB (Chair), Dean Rowan, UCB (Parliamentarian); Melissa Browne, UCD (Secretary), Ruth Gustafson, UCD (Acting Chair); Becky Marschall, UCLA (Chair); Jennifer Chan, UCLA (SLASIAC rep); Joe Ameen, UCM (Vice-Chair); Kent LaCombe, UCR (Chair); Rachel Jaffe, UCSC (Chair); Adele Barsh, UCSD (Chair); Ryan Johnson, UCSD (webmaster); Charles Macquarie, UCSF (Chair)

**Absent:** Carla Arbagey, Lisa Spagnolo, John Sisson, Lindsay Davis, Tom Brittnacher, Dave Schmitt, Josh Hutchinson, Becky Imamoto, Xiaoli Li, Sam Dunlap, Courtney Hoffner

**Minutes**

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

1. Roll Call (M. Browne)  
The secretary conducted roll call.
2. Approval of Minutes:  
The [April minutes](#) were approved.
3. Updates / LAUC Reports
  - a. Nominating (C. Arbagey – not present to report)  
Divisions are responsible for assembling their local slates and including the statewide candidates for Vice President/President Elect and Secretary on the ballot. The [Election Calendar](#) specifies the timeline for voting and reporting election results. Some campuses use a survey tool to distribute ballots and configure the settings so that the ballot is tied to individual email addresses and can only be submitted once, to maintain confidentiality but still account for the number of votes.
  - b. DOC (J. Hutchinson – not present to report)
  - c. SLASIAC (J. Chan)  
The next meeting will be May 21<sup>st</sup> and revisions to the UC Copyright Ownership Policy will be part of the agenda.
  - d. SCLG (B. Imamoto – not present to report)

- e. Webmaster (R. Johnson)  
The webmasters continue to take update requests as they are submitted.
- f. UCOLASC (R. Smith)  
R. Smith is not available to participate in the next meeting. He will send an email to the Executive Board to see if someone else is available to stand in.
- g. SLFB (D. Schmitt – not present to report)  
The SLFB has not met since last month. A proposal for how to handle the campus RLF allocations has been circulated for feedback/voting, but nothing is final yet.
- h. Standing Committees
- i. R&PD (H. Smedberg)  
Funds have been distributed. Recipients appreciate the supplemental funding provided by the LAUC President.
- ii. Diversity (X. Li - not present to report)  
The CPG has reviewed the committee's name change proposal. There will also be a vote on the name change because it impacts the Standing Rules.

**Action:** Initiate a vote on the proposed name change for the Diversity Committee (R. Smith)

Feedback on the LAUC Membership Diversity Survey questions:

- Board members expressed appreciation that this data is being collected.
- Leaving campus information out of survey might be preferable to protect anonymity. Is there a way to collect campus information but keep it confidential? Another option would be to ask respondents to identify if they are located at a Northern or Southern campus.
- The link to the previous survey, <https://ucsf.app.box.com/file/251309220588> is not working.
- Question #4: Consider listing the most common response (permanent full time) first among the answer options.
- Question #5: Ages should be Under 35, 35-44.
- Question #6: If a respondent has both an "other Master's degree" and "MLS/MLIS/MIS" would the MLS be the highest degree earned?
- Question #7: What is the intent of the question? Would it be preferable to separate out speak/read/write/comprehend to better understand the richness of language abilities?

- Question #8f: Consider adding /Ethnicities. It might also be helpful to list ethnicities.
- Question #10: Add Pansexual as an answer option.
- #11a. Should (previously had a disability) be a separate answer category?

iii. CPG (S. Dunlap – not present to report)

**Action:** Extend the 10 campus chair rotation for CPG and Diversity (R. Smith)

4. Housekeeping / Old Business

LAUC has been billed for its SurveyMonkey account and it has been renewed.

5. Spring Assembly at Riverside Recap

a. Remaining Tasks

- i. Assure all Notes, Reports, etc. are included in the website / box spaces ([see this from UCI 2017](#))

Reports have been posted to the [LAUC Assembly 2019 website](#).

**Action:** Review the [Assembly minutes](#) for the June Executive Board meeting (all)

ii. Satisfaction Survey from Attendees

The responses are in and Kent will share the information to inform planning for the next Assembly.

b. Update on LAUC Connect

This item was not discussed.

- c. R. Smith and H. Smedberg will meet with CoUL at UCI on June 6<sup>th</sup> or 7<sup>th</sup> to discuss key takeaways and requests from LAUC, e.g. the concept of release time, R&PD support, recognition of the value of LAUC service in reviews. Academic freedom can be a thread throughout the discussion with CoUL

Update from R. Smith: The *Working Group on Privileges and Responsibilities of Non-Faculty Academic Appointees* will reconvene in July to discuss the feedback they have received on APM-011.

- d. Barriers to Engagement with LAUC: [Discussions on Key Recommendations](#)  
How should these items be tackled? What is actionable in the next few months?

Discussion:

- Can the Key Recommendations be shared with the divisional memberships? This would allow LAUC members to weigh in on priorities. It would also be a good way to circle back and close the loop from the fall campus discussions.
- Some of the Communication recommendations affirm items from the Website Usability Report.
- Analysis of several issues, e.g. the nominating process, the LAUC Election Calendar, term start/end dates, will likely be incorporated into charges for LAUC Standing Committees. It might be helpful to align LAUC calendars with peer review calendars and campus fiscal calendars.
- Are there items that are no brainers, that don't require discussion and could be implemented immediately, e.g. creating a LAUC Organizational Chart for the website?
- To facilitate prioritizing, allow remaining items to be ranked and tasked (identify who is responsible for following through).
- There is support among Executive Board members for more discussion regarding LAUC's advocacy role and opening LAUC to personnel outside of the librarian series.

**Action:** Convert the Key Recommendations into a table with options to rank by priority and tag level of effort. Note task assignments and no brainers where appropriate. Share the table with LAUC campus chairs for distribution to their membership. (R. Smith)

## 6. LAUC Participation from Extension Personnel?

An inquiry was received from a Digital Asset Manager about the ability to professionally engage with LAUC.

LAUC membership was the topic of Bylaws revisions several years ago. At the statewide level, see [Article III. Section 4](#). Divisions also have options to extend affiliate membership through their local bylaws. Affiliate members cannot vote or hold office so participation is limited to other LAUC activities. Local divisions interested in extending affiliate membership should consult statewide and local bylaws.

The Diversity Committee at UCR is an example of effectively engaging personnel outside of LAUC and the librarian series.

7. Campus Round Robin

UCB: Our spring assembly was held on April 18, 2019. After a short business meeting, we held an event, "A Celebration of Library Research," sponsored by the LAUC-B Committee on Research and Professional Development, the Affiliated Libraries, and the LAUC-B Executive Committee. This event was the brainchild of local R&PD co-chairs Jeremy Ott and Celia Emmelhainz. Librarians and staff presented eighteen posters highlighting current research projects. Our UL, Jeff MacKie-Mason, gave a short keynote address, and stayed to mingle with the presenters and attendees. It seemed to be very well received. LAUC-B is considering doing this on a biennial basis.

Also on April 18th, following its charge by LAUC-B ExComm, the Social Justice Event Planning Task Group held a public showing of the NASIG webinar, "Bringing Social Justice Behind the Scenes: Transforming the Work of Technical Services." The webinar was well attended. The Task Group created a Google doc, "Metadata Bias Resources," to be shared and built on by LAUC-B members. (Especially thanks go to co-chairs of the Task Group, Corliss Lee and Jean Dickinson.)

We just finished interviews for Head of the Health & Life Sciences Division, and will hold interviews for candidates for Scholarly Communication & Copyright Librarian starting this week.

Kendra Levine, Research and Data Services Librarian, Institute for Transportation Studies, was named a Special Libraries Association Fellow, an award "bestowed on active, mid-career SLA members in recognition of past, present, and future service to the association and the profession." Congratulations Kendra! (<https://www.sla.org/about-sla/media-room/press-releases/st-clair-bromley-and-fisher-head-2019-awards-class/>)

LAUC-B has a full slate of candidates for the upcoming election.

UCD: Four recruitments are ongoing. A Scholarly Communications Officer has been hired. The Special Collections Department will be renamed Archives and Special Collections; Archives and Institutional Assets will be part of the program. An Ithaka Survey for faculty and graduate students is ongoing. The Physical Sciences and Engineering Library will be closed through the summer. The library held a Town Hall meeting earlier in week and it was announced that a Data Lab is being planned.

UCI: Not present to report.

UCLA: Disconnected due to technical difficulties. Email communication: no additional updates.

UCM: Several recruitments for non-librarian positions are finishing. There is a furniture overhaul project on the 4<sup>th</sup> floor of the library.

UCR: Had to disconnect from the meeting early. Email communication: a new AUL for the Digital Library is starting in June.

UCSB: Not present to report.

UCSC: Had to disconnect from the meeting early.

UCSD: Hiring is ongoing. The Mentoring Committee held its Shadow Day event, which gives library science students an opportunity to shadow and network with UCSD librarians. It was well attended and feedback is forthcoming. Librarians in non-management positions talked with the campus OSI representative who is helping Library Administration navigate changes to its administrative structure, prior to embarking on strategic planning. During two roundtable sessions, librarians talked about how to improve the organization and how it functions. It was a good discussion that included a variety of perspectives.

UCSE: Librarians are preparing for the MLA Conference. Several recruitments are ongoing.

**2:31PM: Adjournment**