

**Executive Board Meeting
Thursday January 17th from 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); 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); Rachel Jaffe, UCSC (Chair); Adele Barsh, UCSD (Chair); Sam Dunlap, UCSD (CPG); Charles Macquarie, UCSF (Chair)

Absent: Becky Marschall, Dave Schmitt, Josh Hutchinson, Becky Imamoto, Courtney Hoffner, Ryan Johnson

1:03 PM, call to order via Zoom

1. Roll Call (M. Browne)
The secretary conducted roll call.
2. Approval of Minutes: [December 6th](#)
The minutes were approved.
3. Updates / LAUC Reports
 - a. Nominating (C. Arbagey)
There has already been interest in open positions (Vice President, Secretary) and this is a good sign. Another call will go out soon. Please feel free to pass along names to the Nominating Committee.
 - b. SLFB (D. Schmitt – not present to report)
SLFB met in December and discussed the following:
 - i. Archival box storage space is becoming low. Survey of campuses showed about half the campuses would like to increase the amount of archival material to send to an RLF. The RLFs will have to consider how to account for space at NRLF until NRLF4 is complete, then load balancing between the two RLFs.
 - ii. A new capacity report has been accepted by SLFB. This shows that SRLF space will be getting low in 2022. SRLF is looking at how to increase space, and a larger deduplication project is being considered. In NRLF, only half of the shelving will initially be installed in NRLF4 due to escalating costs. Future buildouts will be planned.
 - iii. The annual call for need will be coming soon.
 - iv. UCD exceptional deposit is complete, UCSB's in in process and UCI's is in the planning stages.

Question for SLFB: Is increased staffing (for access, retrieval, service) being considered as the facilities expand?

Answer from NRLF management: We are currently in the early stages of planning for new workflows that might be needed for a high-density facility, including possible need for additional staff. Some new staffing roles, such as forklift operation, are known and will need to be addressed. (Dave's input: It sounds like yes, increased staffing will be considered, but actual outcomes are unknown at this point, and they are still working on this. I will be sure to report on this when more is known.)

- c. DOC (J. Hutchinson – not present to report)
 - i. DOC has spent time discussing aspects relating to the Elsevier negotiations, including the Alternative Access Task Force and considering communications such as the alternative access portal page
 - ii. Linked data webinars happened on Jan 10 & 16. I've not heard any reports of attendance numbers.

- d. SLASIAC (J. Chan)

The meeting minutes from November are not available yet. SLASIAC sent a letter expressing support for the Elsevier negotiations.

- e. SCLG (B. Imamoto – not present to report)

- f. Webmaster (R. Smith for C. Hoffner and R. Johnson)

R. Smith will be discussing the Website Usability Report with C. Hoffner and R. Johnson next week. The webmasters will also be requesting photos for the [Executive Board](#) page.

- g. UCOLASC (R. Smith)

The committee has not met and there are no updates to share.

- h. Standing Committees
 - i. R&PD (H. Smedberg)

The committee received a large number of applications, including research grants. There are more requests for funding than there are funds available and conversations about how to proceed are ongoing. Applicants will be notified within a week.

Issues that have surfaced include the need for more funding for research and professional development; variable guidance and advice being provided to applicants from campus R&PD committees; and different campus participation levels due to bandwidth.

Question: Will there be money left in the spring?

Answer: Yes, R&PD plans to put out a Spring Call.

R. Smith will provide travel/presentation grant funding for LAUC members to attend the UCDFx Conference on May 20-21st at UCSD.

R. Smith has been meeting quarterly with the UL at UCSD about LAUC business and he has conveyed the need for more research and professional development funding. He will also be requesting a meeting with CoUL later in the year to share insights from the Barriers to LAUC Engagement discussion.

ii. Diversity (X. Li)

The committee has made progress on updating the website. They are also discussing changing the name of the committee - what is the process the committee should follow to propose an amendment to the bylaws? The LAUC Parliamentarian can provide guidance.

Action: X. Li will email D. Rowan and R. Smith the Diversity Committee's proposed changes to determine next steps in the renaming process.

iii. CPG (S. Dunlap)

The committee held its first conference call and many good ideas were shared. In addition to the appointed members (the UCI rep position is still vacant), 4 interested LAUC members participated. CPG will have a draft revision of Position Paper #5 available for the Executive Board to review by March 25th.

Position Paper #2 and Position Paper #4 were amended and approved at the Assembly in 2017 but have not been posted to the LAUC website. They will be updated and the originals will be archived.

A rotation calendar (document dated September 1st 2016) for standing committee chairs 2015-2020 indicates UCLA will chair CPG next year.

Action: The chair rotation schedule will need to be updated. Include a discussion about the chair rotation on the agenda for an upcoming Executive Board meeting. (R. Smith)

4. Housekeeping / Old Business

a. SWAG

C. Arbagey shared details about the new LAUC promotional items. These will be handed out at the Spring Assembly and/or shipped to campuses via Tricor.

b. Updated version of *Acronyms and Initialisms* (R. Smith)

R. Smith is following up.

c. LAUC Social Media Coordinator

Send events, announcements, and other materials you would like distributed to Peggy Alexander, palexander@library.ucla.edu to post on LAUC social media accounts.

d. Website Updates

Question: The rosters of LAUC members for each division are out of date. What is the best way to make updates? Also, beyond the directory details, it would be a good idea to archive old member profiles – whose responsibility is this?

Action: Send updated LAUC membership rosters to the webmasters, C. Hoffner choffner@library.ucla.edu and R. Johnson rejohnson@ucsd.edu for posting (Division Chairs).

5. Continuing Business

a. Barriers to Engagement with LAUC

Thanks to all for submitting your campus notes. R. Smith will post them in a workspace for easy access, to facilitate comparative analysis across campuses. The intent is to identify themes to ensure a rich discussion at the Spring Assembly.

b. Academic Freedom Statement from LAUC (R. Smith)

Thanks to everyone who helped review and refine the draft. R. Smith has been appointed to the UC Working Group on Privileges, Protections, Obligations and Responsibilities of Non-Faculty Academic Appointees so several additional edits to the statement may be necessary.

c. Position Paper #5 Review

See 3.h.iii. CPG above.

d. LAUC Connect: Next Steps

The program will be highlighted at the Assembly. The initial assessment of the program will take place this spring.

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

a. A *Save the Date* announcement was sent.

b. Logistics planning

K. LaCombe and R. Smith have developed a list of action items.

c. [Preliminary Agenda](#)

Action: Review the agenda and be prepared to provide input at the next Executive Board conference call (All).

f. Campus Round Robin

UCB: Abby Scheel has joined the Library as the Head of the Arts & Humanities Division. Ann Glusker has joined the Library as the Sociology, Demography, & Quantitative Research Librarian in the Social Sciences Division. Sherry Lochhaas has joined the Library as our Electronic Resources Librarian. Susan Koskinen, Head, Life & Health Sciences Division, retires this month.

Currently recruiting for: Music Metadata Librarian, Associate University Librarian for Administrative Services and Organizational Effectiveness, Associate University Librarian for Digital Initiatives and Information Technology, Digital Literacies Librarian, Head of the Life & Health Sciences Division, and Scholarly Resources Strategy Librarian.

UCD: The recruitment for Head of Collection Strategies just concluded. Candidates will be interviewing for the Scholarly Communications Officer/Program Lead position. Michael Colby (retired) has returned part-time to assist with cataloging. The Library is partnering with the Robert Mondavi Institute to host a new lecture series about food and wine.

UCI: New personnel have arrived, including an archivist for Special Collections, a Southeast Asian Archive Resident Intern, a Research Librarian for Visual Arts and a Research Librarian for Humanities and Literature.

UCLA: Not present to report.

UCM: Hiring for an ILL Coordinator and a Night/Weekend Services Coordinator is underway. A flood on 4th floor of the library damaged 75 books. There are also plans underway to modify the furniture on the 4th floor to reduce noise complaints. UCSF librarians will be visiting UCM in February.

UCR: Three librarians are being hired: a STEM Specialist, an Associate University Librarian, and a University Archivist. UCR is also preparing for the Assembly. The first LAUC-R membership meeting was held in December – it was well attended and there was lots of positive energy.

UCSB: There is a new presentation practice space for students in the library. There are no updates about the library's reorganization plans. LAUC-SB is hoping to do an information session with booths set up to share details about different committees – it will be scheduled just prior to the call for elections. There are 5 library positions open for recruitment.

UCSC: The library is recruiting for 2 positions, a Digital Scholarship Librarian and a Metadata Services Department Head/Acquisitions Librarian. Debbie Murphy will be retiring on January 31st.

UCSD: The Biological Sciences Librarian recruitment is moving ahead. The next LAUC-SD membership meeting will be in February. Six activities percolated up from the Barriers discussion and volunteers are working on 3 of them: looking at a local open access survey for possible training that could be implemented library-wide; scanning the UCSD campus for mentoring programs that apply to academics; and looking at materials for introducing newcomers to LAUC, to help new hires understand what LAUC is and how they might want to participate.

UCSF: The library is recruiting for an AUL for Education and a Director of Operations has been hired. LAUC-SF will be visiting UCM on February 1st. The funding for the visit is being provided by R. Smith from the LAUC President's Fund and the goal is to stimulate cross-campus



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collaborations. There is a push on the Parnassus campus to reimagine physical spaces and this will involve the library.

Motion to adjourn. Adjournment at 2:21pm