



OFFICE OF THE LAUC PRESIDENT

November 13, 2019

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

TO: Nina Schneider, Chair, LAUC Committee on Professional Governance
FR: Heather Smedberg, LAUC President
RE: 2019-2020 Charge, LAUC Committee on Professional Governance

I am pleased to appoint you 2019-2020 Chair of the LAUC Committee on Professional Governance for a term commencing October 1, 2019 and ending September 30, 2020.

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 2019-2020, 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 Charges for 2019-2020

- Coordinate with LAUC divisions to gain an understanding of the variations in the Librarian appointment processes across campuses. In light of long appointment timelines, the LAUC-LA division has begun a local effort review and assess their appointment process. Given similar reports at various divisions and related concerns for the effect these long timelines have on the libraries' abilities appoint strong candidates, a more systematic review across divisions is due. Also make note of LAUC divisional participation in the librarian appointment process, noting variations across divisions. Upon reviewing campus practices, make recommendations for next steps to the LAUC Executive Board.
- Review the survey of local practice for Review Process, conducted by Adele Barsh at UC San Diego during the 2018-19 LAUC year, consider whether any LAUC action logically follows from the survey findings, and recommend any next steps to the LAUC Executive Board.
- Review the CPG website with an eye to improving how the committee communicates it's work to the LAUC membership, and considering improvements to displaying committee member terms, posting the chair rotation schedule, and other helpful improvements. Work with LAUC Exec and the Webmasters to make improvements.

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.

The LAUC Executive Board welcomes recommendations on the special charges related to the appointment process and review process as the Committee completes that work, throughout the year. An update on the committees' progress toward the special charges should be reported to the LAUC membership at the Spring Assembly as part of the Committee's required mid-year report to Assembly.

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., 2019-2020)]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. The LAUC Box account should be used for saving Committee reports and working documents

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

Nina Schneider, UCLA

nschneider@humnet.ucla.edu

Berkeley: Dean Rowan (2nd year, 2018-20), drowan@law.berkeley.edu

Davis: Matt Conner (2nd year, 2018-20), mconner@lib.ucdavis.edu

Irvine: Shu Liu (2nd year, 2018-20), shu.liu@uci.edu

Los Angeles: Nina Schneider, Chair (2nd year, 2018-20) nschneider@humnet.ucla.edu

Riverside: TBD

San Diego: Marlayna Christensen (1st year, 2019-21) mkchristensen@ucsd.edu

San Francisco: Sarah McClung (1-year term, 2019-20) Sarah.McClung@ucsf.edu

Merced: Jim Dooley (2nd year, 2018-20) jdooley@ucmerced.edu

Santa Cruz: Sarah Lindsay (2nd year, 2018-20) sjlindse@ucsc.edu

Santa Barbara: Andrea Duda (1st year, 2019-21), andrea.duda@ucsb.edu – on leave