

**Executive Board Transition Meeting  
Thursday, September 10, 2020  
12:00 PM - 3:00 PM**

**Attendees (2019-2020 members):** Heather Smedberg, UCSD (President); Marty Brennan, UCLA (President Elect); Rachel Green, UCLA (Secretary); Dean Rowan, UCB (Parliamentarian); Naomi Shiraishi, UCB (Chair); Belen Fernandez, UCD (Chair); Annette Buckley, UCI (Chair); Caroline Miller, UCLA (Chair); Joe Ameen, UCM (Chair); David Rios, UCR (Chair); Dominique Turnbow, UCSD (Chair); Catherin Busselen, UCSB (on behalf of Kyra Folk-Farber, Chair); Jess Waggoner, UCSC (Chair); Kate Tasker, UCSF (Chair); Nina Schneider, UCLA (CPG); gary colmenar, UCSB (Diversity).

**Absent (2019-2020 members):** Roger Smith, UCSD (Past President); Brian Quigley, UCB (SCLG); Hilary Schiraldi, UCB (SLFB); Courtney Hoffner, UCLA (Webmaster); Josh Hutchinson, UCI (DOC).

**Attendees (2020-2021 members):** Marty Brennan, UCLA (President); Rachel Green, UCLA (President Elect and R&PG); Heather Smedberg, UCSD (Past President); Kristen LaBonte, UCSB (Secretary); Dean Rowan, UCB (Parliamentarian); Ramona Collins, UCB (Chair); David Michalski, UCD (Chair); Annette Buckley, UCI (on behalf of Madelynn Dickerson, Chair); Shu Liu, UCI (Chair Elect); Peter Fletcher, UCLA (Chair); Sara Davidson Squibb, UCM (Chair); Carla Arbagey, UCR (Co-Chair); Judy Lee, UCR (Co-Chair); Janet Reyes, UCR (Chair Elect); Jess Waggoner, UCSC (Chair); Laurel McPhee, UCSD (Chair); Catherine Busselen, UCSB (Chair); Min-Lin Fang, UCSF (Chair).

**Absent (2020-2021 members):** Courtney Hoffner, UCLA (Webmaster). Note: CPG, and Diversity representatives not yet elected.

### **Minutes**

**Call to Order: 12:02 PM**

#### **Old Business & Wrap-Up from 2019-2020**

1. Call to Order, Welcome, Introductions, Announcements (H. Smedberg)
2. Secretary's Report (R. Green)
  - a. Approval of Minutes

The minutes from the August 6 meeting were approved.
  - b. Rosters
    - i. 2020 - 2021 Executive Board Roster
      1. Thank you to all of the campus chairs who sent divisional election results that will help to populate our Executive Board roster, which will obviate the need for incoming members to provide this information.
      2. We may consider removing physical addresses from the roster, which will make future updates a smoother process.

ii. Online Roster

1. Thank you to everyone for working to create local systems for regular future updates to the online roster/directory.
2. Going forward, we might want to shift to a shared spreadsheet for such updates. We might also create a system where individual LAUC members can log in and update their own data. Once we have new webmasters, we can explore the technical possibilities.

c. Election Calendar

- i. The bylaws require a June election date/deadline. We will aim for a June 1 election date/deadline.

d. Census of LAUC Membership

**Action:** Send your campus census information (number of LAUC members as of September 1, 2020) to Incoming Secretary K. LaBonte at [klabonte@ucsb.edu](mailto:klabonte@ucsb.edu) (all Division Chairs).

3. Committee Reports

a. Committee on Research & Professional Development – [Final Report](#) (M. Brennan)

- i. It was a tumultuous year, with conferences being cancelled and applications therefore being withdrawn. While applications from the first call were initially funded at only 80%, the withdrawal of applications during the second call allowed the committee to bring first call recipients up to 100%.

b. Committee on Professional Governance (N. Schneider)

- i. The committee initially had three charges and then added a fourth.
- ii. The first two were completed: the first, to review a survey that was previously conducted by UCSD about peer review (information is in the midyear report); the second, to review the CPG webpage and to make suggestions for improvements or changes (information is in the final report). Another charge was to look at recruitment practices across campuses and to see if the process could be shortened; survey results will be given to the incoming CPG chair. The fourth charge was to produce a statement on the impact of COVID on peer review (<https://docs.google.com/document/d/1oVYGn6SeJROJkMuuABqQPIfxUB9rFYauVcj2httz1ik/edit>)

**Motion to send this statement to CoUL and divisional LAUC groups. Seconded. Motion passed.**

- c. Committee on Diversity Report (G. Colmenar)
  - i. Our specific charges included updating the Meet Our Members section on the LAUC website; they added two campus members every four months. Another charge was to make recommendations to the Board and to maintain the DEI webpage.
  - ii. They also drafted a statement endorsing the ALA Black Caucus Statement.
- 4. Reports from Committee Representatives
  - a. SLASIAC (Systemwide Library and Scholarly Information Advisory Committee)
    - i. The previous representative rotated off; we are awaiting the appointment of our new representative based on our candidate submission.
  - b. UCOLASC (University Committee on Library and Scholarly Communication)  
No updates.
  - c. SCLG (Shared Content Leadership Group)  
No updates.
  - d. SLFB (Shared Library Facilities Board)  
No updates.
  - e. DOC (Direction and Oversight Committee)
    - i. The previous representative rotated off; we are awaiting the appointment of our new representative based on our candidate submission.
    - ii. DOC is meeting on September 15th and plans to appoint our representative.
  - f. Webmasters Report
    - i. We currently have two vacancies, as both previous webmasters are rotating off (C. Hoffner will continue to help in the interim). We will send out a call.
- 5. President's Report (H. Smedberg)
  - a. Involvement in these committees is really important work that can have an influence on library policy, university policy, and the training and development of our colleagues.
  - b. Thank you for your participation in LAUC and for your contributions of great ideas, energy, and improvements this year. This work is meaningful, and we are thankful to you all for doing it.
- 6. Final Remarks from 2019-2020 Division Chairs
  - a. UCB (N. Shiraishi)
    - i. 6 new librarians were hired this past year. There are currently interviews underway for another position. Their October 2019 conference was successful, and they are hosting a virtual conference in October 2020.
  - b. UCD (B. Fernandez)

- i. They were able to secure designated time in library candidates' visits to specifically sit down with LAUC-D members (a process that was revived after having stopped in earlier years). They hired a diversity fellow, a new archivist, and three other positions.
    - c. UCI (A. Buckley)
      - i. They have had many new hires. They updated their bylaws. They also created a spreadsheet for service roles, which was completed by all of the campuses: <https://bit.ly/lauc-service-roles>.
    - d. UCLA (C. Miller)
      - i. The year started with a discussion on the length of recruitment processes; LAUC-LA created a local group to investigate, but progress slowed because of COVID. Another issue that arose was the equity of treatment of affiliated librarians, which was an ongoing debate over the course of the year and resulted in many discussions with library leadership. They have had many hires and departures, and they are still hiring.
    - e. UCM (J. Ameen)
      - i. COVID put the brakes on bylaws changes, but those changes are being reviewed anew. They brought two new people on, and some left.
    - f. UCR (D. Rios)
      - i. They have had new hires, and many are officers of LAUC-R this coming year. Bylaws changes passed this past year.
    - g. UCSD (D. Turnbow)
      - i. There is a new administrative structure from the UL. Much time this year was defined by examining the role of chair/board with library leadership. They advocated for participation of members in AUL and CAO interviews.
    - h. UCSF (K. Tasker)
      - i. They worked to improve transparency in hiring, and worked on communications with HR. They have a new AUL for research and learning.
    - i. UCSB (C. Busselen)
      - i. They have had seven new hires and multiple transitions, with six pending or failed searches. Bulk of the year was spent brainstorming to determine LAUC-SB's significance and what impact it can have with library administration.
    - j. UCSC (J. Waggoner)
      - i. They have three new librarians. They completed their listening tour, where the chair and vice chair individually interviewed each LAUC member. The results will help in setting goals for next year.
7. Thanks to R. Smith for his service, commitment, and leadership for the past three years. Thanks to N. Shiraishi and R. Collins for planning and/or hosting two Assemblies; thanks to K. Tasker, J. Hutchinson, and K. Folk-Farber who helped transition us to a virtual Assembly; and thanks to all of the moderators who helped make the virtual Assembly a success. Thanks to everyone completing their service today, including R.Green in her role as secretary, G. Colmenar, N. Schneider, and M. Brennan as Committee Chairs, and all departing division chairs, committee members, and representatives. And thanks to all of our incoming members for taking on this important work.
8. Transfer of LAUC Presidency from H. Smedberg to M. Brennan
  - a. LAUC is in good hands with M. Brennan at the helm.
  - b. **Thank you to H. Smedberg for all of your work this past year and for stewarding this group.**

## 2020 - 2021 Business

1. New Division Chairs Orientation and procedures (M. Brennan)
  - a. Welcome from M. Brennan (President). M. Brennan thanked R. Green (Vice-President) and K. LaBonte (Secretary). M. Brennan shared his screen so participants could view the agenda.
  
2. Basics: Parliamentary Procedure, Travel Procedures, Zoom
  - a. The executive board and voting members are made up of the officers, H. Smedberg (Past President), R. Green (President Elect), M. Brennan (President), K. LaBonte (Secretary) as well as the division chairs. Committee chairs participate and are welcomed and encouraged, but are non-voting. We also have Dean Rowan as our parliamentarian who is non-voting.
  - b. The AIP code of Parliamentary Procedure is used in this group.
  - c. Quorum is 51% of voting members.
  - d. During the assembly the voting is a little different. It does not include the officers.
  - e. M. Brennan has been very active in union work and FORCE-11 and is used to informal procedures. This group has much more formal procedures. If M. Brennan steps over standard procedures please call him out. If you're afraid we're moving on too swiftly from a topic, please speak up.
  - f. We will likely not be traveling over the next 12 months, but if we do, we will go over travel procedures. You'll need to connect with someone on your local campus that's responsible for reimbursing LAUC related expenses (business office or HR).
  - g. Meetings will continue to be held through Zoom.
  
3. Communication
  - a. BOX for working documents
    - i. Everyone should have access through the link.  
**Action:** M. Brennan and K. LaBonte will work together to ensure everyone has access to it.
  
  - b. Executive Board email list
    - i. Anybody in this group can send an email to the address [LAUCEXBD-L@listserv.ucop.edu](mailto:LAUCEXBD-L@listserv.ucop.edu) and it will be received by all of us in the group.
  
  - c. Exec Board meetings via Zoom

- i. First Thursday of month – 1 to 3pm. Consensus was reached during the meeting regarding this time. M. Brennan will send out a recurring meeting request for the next 12 months.
  - ii. The meeting length is being reduced to 90 minutes to help with Zoom fatigue. – although the meeting invite will be for 2 hours to allow for overruns when necessary. We will try to create asynchronous ways to elicit feedback and discussion on major issues to reduce the time needed for round-robin discussion within the Zoom meeting.
4. The Year to Come (M. Brennan)
- a. September CoUL (Council of University Librarians) Meeting (9/28-9/30)
    - i. M. Brennan and R. Green will join the next CoUL meeting as representatives for LAUC Statewide. CoUL, the Council of University Librarians is composed of all of the ULs of the 10 campuses. There are 3 afternoon meetings in a row. M. Brennan and R. Green will get either 30 or 45 minutes of the agenda to talk about issues. We have to have those issues approved in advance. We want to get their feedback on how we can shape our agenda for the next 12 months. We also want to see what we can get CoUL to do for LAUC over that time period. We can get a sense of statewide efforts that can be pressed or assisted by LAUC.
  - b. Spring Assembly Planning
    - i. The past assembly was over a couple of days over Zoom. Breakout rooms enabled us to get deep into some topics. We can do something similar to that. We could bring in something like that to break it up, or we could also do more asynchronous work. We could come up with collaborative working documents. We can spread the content out that's important to cover. If we don't have enough time to go into the depth that we need, we can come up with other sessions on topics if we'd like and have virtual events at another time. We have a lot of opportunities to stretch the boundaries of what we do. We also have to remember scope. We all have professional development, and our jobs to keep in mind, so we can try not to over-extend peoples' commitment.
  - c. Statewide committee charges (drafts to be linked below - to be completed by mid-September for Oct 1 charge).
    - i. M. Brennan writes the charge for these committees (most of which come from the bylaws and standing rules), and there are extra, special charges that can be created.

ii. R&PD: Consider changing criteria for grants to match this year's reality

1. The chair is R. Green. We may consider changing criteria for grants to match this year's reality. This committee drives the review process for the LAUC grant program (research & presentation grants). Librarians may need some funds for presentation grants, but it won't include costs like travel or lodging. It may be difficult for us to use all of the funds that are set aside for this. (The money comes from the MOU). M. Brennan and R. Green have discussed changing the criteria for the grants to become more expansive. For example, educational programs (online courses or tutorials that cost money). The current guidelines don't have much room for that kind of work, so they can be updated as part of the charge for the group for a more expansive set of criteria. The group would need to move pretty fast on that and come back to this group for approval. It might not be necessary to have the fall and spring calls, instead we could have one call that is open-ended and covers the entire fiscal year. Marty and Rachel will discuss and firm up the charge for the committee. If needed, it will be brought back to this group for full approval.

iii. Diversity & CPG:

1. M. Brennan will look at the recommendations from last year's committees and work with the chairs (once identified) to come up with a charge. Inside the LAUC folders for 2020-21, you'll see the basic charge for each of the groups. The special charge(s) (yet to be created) won't be imposed too heavily on anyone. M. Brennan wants to work on what people are interested to work on during the 12 month period.
2. H. Smedberg has spoken with the committees. The rotating schedule was developed because the selection of chairs was a big task for the incoming president. However, the rotating schedule has placed an unexpected burden on the campus representatives who did not know they would be expected to chair the committee when they volunteered. At this point, we need to find chairs and they would ideally come from committee members that are entering their second year. We are aware of this problem, but we don't have a solution for it yet. Complicating this is the issue that some campuses are still seeking volunteers to serve on these committees. We may not need to wait for a chair to be in place before the charge is created. Sometimes candidates would like to know the charge before agreeing to chair.

3. M. Brennan and H. Smedberg will chat offline to identify candidates for the chairs of these committees.
  - a. Diversity: Does the outgoing committee have any recommended special activities or goals?
    - i. g. colmenar is working with H. Smedberg on the chair rotation. If we can ID the next chair, the rest should fall into place. Past chairs should have an implied understanding that they will be mentoring the incoming chairs.
  - b. CPG: Bylaws review & update; Outgoing committee have any recommended special charges?
    - i. Suggested charge: Continue work on librarian recruitment that wasn't completed due to COVID-19. It may need to be ongoing work because length of recruitments are an issue.
- d. Issues / Ongoing Work / New Work
  - i. CPG [Report on COVID-19 Closures at UC and the impact on peer review](#)
    1. It's been approved and M. Brennan will bring it to CoUL. We will ask them to endorse the statement because this can have profound impacts on the review initiators. It's a non-controversial statement that can help them focus. The union tried to have this added as a side letter but was disregarded. It is LAUC's purview to advise the administration on issues like this.
  - ii. Initiatives underway to combat Systemic Racism
    1. Very interested in LAUC carrying forward through this year and not let the issues fade away. It's up to all of us on what initiatives for LAUC to pursue.
  - iii. Academic Freedom
    1. This was just granted to us on Feb. 1. We haven't seen any training or any advisories from the university about this (not to us, not to review initiators, not to supervisors). M. Brennan would like to make this a central focus of the spring assembly but is open to discussion and debate. We can invite experts to come talk to us about what academic freedom is and how it's different from freedom of speech, and how to deal with academic freedom challenges and how it's adjudicated and reviewed (usually through the Academic Senate). But some schools don't have a Senate, so it's important that we understand the procedures. Hypothetical situations can be learning opportunities as



well. Unless we carry this discussion out, we won't see it. It's a fundamental aspect as our rights as librarians. Now that we have it confirmed, we need to know exactly what it means. You can speak the truth in your professional context and do it without repercussions, but it doesn't mean you can tell your boss off. It needs a great deal of attention for it to be a useful feature of our work and it can lead to a more dynamic working environment where people are more easily speaking truth to power, at least more easily than they do today.

iv. Increasing Member Engagement with LAUC Exec

1. We've used the term "barriers to engagement" so M. Brennan changed the title to make it more positive. It's a great opportunity for people to get involved on a statewide level and advocate for change. We are a group of professionals that has impact beyond the UC. How we choose to approach things can have an impact well beyond California. We need to figure out ways to get members more involved. Having more people on board may make it naturally happen.

v. Other ideas and initiatives?

1. UCSC (J. Waggoner):
  - a. Nothing at the moment. The local engaged in a listening tour where they talked with all of their members, and that will inform how SC engages this year.
2. UCSB (C. Busselen):
  - a. Academic freedom as a potential assembly topic would be great. Increasing member engagement, specifically with the difficulty with getting folks to run and chair is still very key right now. It's a big deal locally as well. With things like the large systemwide projects such as the Systemwide ILS project and Ithaka that make it more important to understand what kind time commitments and ability people have to engage in LAUC.
3. UCSF (M. Fang):
  - a. Nothing specific right now but in 2 weeks they are going to have a division meeting. One thing that's particularly interesting is academic freedom for the spring assembly. Promotion and review process during the pandemic is another issue.
4. UCSD (L. McPhee):
  - a. CAPA this year thought deeply about some of the issues brought up in the CPG report. Laurel drafted a list of their thinking and questions and she's pretty sure

her CAPA chair reached out to CAPA chairs at other campuses. If we do advance the conversation about the CPG report, Laurel urges Marty to be aware that there is more thinking at other campuses to be aware of that can be relevant and useful that can dovetail well with the report. Question: For meetings with CoUL, do you come back to Exec and share with CoUL reflected with you, or is that only closed door information?

- b. Response from M. Brennan: He will definitely report back. The meetings themselves are closed and he's not sure if the minutes are available.
  - c. H. Smedberg: In the past there is a report that gets summarized and shared with the exec board. The essential and challenging role that the division chairs have is to communicate this back to your campuses.
5. UCR (J. Lee):
- a. Larger issues discussed so far are really important and it would be really interesting for Riverside members to hear about them. Many people were really happy to attend the assembly, even if they couldn't attend all of the sessions. People would like to have more interaction with what happens on the system-wide issues. Our new mode of communication may work well for our campuses. The campus had almost a perfect storm of people moving out of positions, and continuity was an issue. The division has two co-chairs this year to help catch up on the issues. So they didn't have a person in charge of welcoming new members because of this continuity issue. So locally, trying to focus on a theme from the assembly as well as what Heather mentioned, is what is it that LAUC can do for you? Also different practical things from the local level like the local programs committee had a series of programs for the past 4 or 5 years and also started a local series from those on the research and professional development committee. This was geared towards newer members of the profession (like what to do about conferences, identifying peoples' experiences and document them) so people have something to look at. Our thrust will be doing something useful to get the campus back on track and connecting more with systemwide. Also making systemwide to the local division members. J. Reyes, the new Vice-chair, chair-elect is here and she's working on the personnel committee. g. colmenar brought up in chat a toolkit for continuity and that's a great idea, instead of just listening to oral history and relying on having someone tell you

something. J. Reyes: I'm listening in trying to get up to speed for the year and am looking forward to working with you all.

6. UCM (S. Davidson Squibb):

- a. Agreed that there has been a lot of work going on in the last year that should be continued. At local level, they asked for feedback on local member engagement. So there are practical things that we can revisit as a group that we can pursue or incorporate into our work this year. The assembly could have something that's very professional development related, like the academic freedom conversation. The assembly should not just have business, but also programming to help attract people. The local audience can also share what they are doing with the state-wide audience that help librarians in the larger profession.

7. UCLA (P. Fletcher):

- a. The academic freedom idea for the assembly is really interesting. Member engagement with LAUC is obviously good to look into, which is one thing that can be done for my own division (as the only candidate that ran for his position). Through Peter's own interaction with LAUC-LA, he can investigate why there isn't a lot of engagement at the top level with LAUC-LA. He may be able to engage with his members to learn more.

8. UCI (A. Buckley):

- a. (not present)

9. UCD (D. Michalski):

- a. Grateful that the local division has been able to keep things together with people committing to LAUC positions. They will be fully staffed now and get up to speed soon. They will be having a local division meeting next week and will have some projects and cleanup with files and web pages. David will talk with the vice chair and reinvigorate the local diversity committee and will have a local representative selected soon. Want to exercise academic freedom and contribute to making advisory and recommendations to the local division. Some issues they are thinking of addressing are workload issues and issues with statements of responsibilities. David doesn't want to commit to anything yet until he speaks with the membership.

10. UCB (R. Collins):

- a. Recruitment issue is alive and well and Ramona would like to focus more on diversifying the workforce, copyright, anti-racism, and racial justice issues. Berkeley just announced a taskforce on racial justice. LAUC-B just wrapped up and created a report and recommendations on how to diversity the librarian workforce that was submitted to this taskforce.

11. Past President (H. Smedberg):

- a. There is an important topic that she wanted to bring up. The original assembly that was planned to be in-person in Berkeley had a professional development component which was a panel to talk about copyright. Some panelists didn't have the capacity to talk, while others still wanted to do a presentation. There were talk ideas, such as Joy Holland and Melissa Stoner from Berkeley were going to talk about Native American Rights related to ownership and copyright themes. They had hopes to still facilitate that kind of learning opportunity. Heather wants to make sure we keep this on our radar. Maybe not the whole panel idea, but some form of it.

12. Secretary (K. LaBonte):

- a. Housekeeping: I'm making assumptions about your pronouns. If there are any issues, please reach out to me at [klabonte@ucsb.edu](mailto:klabonte@ucsb.edu)

13. Outgoing CPG Chair (N. Schneider):

- a. (Via chat box): As outgoing CPG, I'd love to see Academic Freedom issues and how they relate to social justice and anti-racism initiatives that we're doing in our libraries and our work.

- e. Statewide Committee appointments for DOC and SLASIAC have been submitted and are pending approval
- f. Division Chairs Closing Remarks: Take about 2 minutes to tell us your main goals at your division for the year. Note that some chairs abstained since they had just made remarks and did not have any content to add.
  - i. UCLA (P. Fletcher):
    - 1. They are still waiting for the first board meeting and doing recruitment for LAUC-LA might be a theme for this year.
  - ii. UCM (S. Davidson Squibb):

1. S. Davidson Squibb hasn't confirmed with her committee, but believes they will have minor bylaw updates coming and maybe take a look at review procedures.
- iii. UCR (J. Lee):
  1. Now that things have calmed down, normalizing LAUC-R and increasing engagement at local and system wide level will be some goals.
- iv. UCSB (C. Busselen):
  1. Executive committee is drafting a charge now for a task-force to recommend measurable actions in response to the Black Caucus of ALA endorsement.
- v. UCSC (J. Waggoner):
  1. Create more opportunities for skill sharing amongst members. Also looking at the buddy program and best practices around that.
- vi. UCI (A. Buckley):
  1. Holding down the fort until Madelynn returns in Nov. No plans for UCI at this point.
- vii. Diversity (g. colmenar):
  1. g. colmenar can assist with engagement with LAUC statewide. Knowing about the history of LAUC is profound and interesting. It speaks to academic freedom and the professionalism of librarians. This may encourage new librarians to become more active. Especially now since our profession is being de-professionalized. We are lucky to have a LAUC. We can determine our future through governance. Not all librarians have this benefit at other universities.
- viii. President (M. Brennan):
  1. M. Brennan will never forget when in union bargaining someone from the UCOP side of the table said while talking about academic freedom "the academic senate is the professional organization of the faculty and LAUC is kind of like that, but they don't really participate in shared governance, they are an advisory body". For us to change that, we need to start acting more like the professional organization that needs to issue statements on things like we have over the last few years. We need to make sure they understand that we take our role in the shared governance of the university very seriously.
- ix. Diversity (g. colmenar):
  1. eScholarship metrics show that a UCSB librarian's paper has the most views from any other researcher on campus. More librarians would do more academic research and

knowledge creation if our workloads weren't so heavy. There are many librarians that are pushing our own profession forward.

**3:00 Adjournment** – Motion to adjourn. Seconded.