



OFFICE OF THE LAUC PRESIDENT

December 2nd, 2020
LAUC Committee on Diversity, Equity, and Inclusion (DEI)

TO: Su Chen, Chair, and
Jenny Reiswig, Vice Chair / Chair-elect,
Committee on Diversity, Equity, and Inclusion
FR: Martin J. Brennan, LAUC President
RE: 2020-2021 Charge, LAUC Committee on Diversity, Equity, and Inclusion

I am pleased to appoint you both to the above leadership roles on the 2020-2021 LAUC Committee on Diversity, Equity, and Inclusion (DEI) for a term commencing immediately and ending September 30, 2021. On behalf of the entire LAUC membership, I extend thanks to you and the entire DEI roster for your commitment and your service!

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

Since its inception, the LAUC Committee on Diversity has focused on highlighting, celebrating, and expanding diversity within the UC libraries. In 2019, the Committee changed names to Committee on Diversity, Equity and Inclusion (DEI) to align with current prevailing practice at UC and beyond, and to ensure the recognition of the significance of equity and inclusion in the Committee's work. The committee continues to have an important role in defining and describing the benefits of a diverse community of librarians and helping the UC libraries and LAUC work towards achieving this. The Committee has a unique role in educating and advising the University on the need to not only recruit and retain the best and the brightest future librarians but to also consider the value of diversity, equity, and inclusion.

General Charge

For 2020-2021, DEI is charged with fulfilling its standing Charge as stated in Article VIII, Section 1.e.3 of the LAUC Bylaws:

- a. Advise the President and the Executive Board, and serve as a resource for other committees and LAUC divisions on issues and initiatives concerning diversity, equity, inclusion, recruitment, and retention in University libraries.
- b. Consider and develop recommendations and implementation strategies on matters and initiatives of diversity, equity, inclusion, recruitment, and retention in University libraries.
- c. Address other subjects at the request of the President on matters and initiatives of diversity, equity, inclusion, recruitment, and retention in University libraries.

Specific Charges for 2020-21

1. Locate and Arrange past survey reports and other documentation related to DEI and anti-racism efforts, and make sure they are made accessible via the LAUC website.
2. Explore the feasibility of conducting a similar, updated survey in the 2020-2021 year.
3. Gather a current list of Anti-racism efforts happening across the system, on individual campuses, and make them available on the LAUC website for the benefit of LAUC membership.

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 Committee will need to present a mid-year report to the LAUC membership at the 2021 LAUC Virtual Assembly. The report will include information on the committee's activities for the first half of the year, and plans for the remainder of the year. The Committee will also need to submit a final committee report to the President by September 1, 2021.

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., 2020-2021)] [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 Diversity, Equity, and Inclusion (DEI)

Chair: Su Chen (suchen11@library.ucla.edu)

Vice Chair / Chair elect: Jenny Reiswig (jreiswig@ucsd.edu)

Representatives:

Berkeley: Jose Adrian Barragan-Alvarez, (jabarragan@berkeley.edu) 2020-22 term, 1st year

Davis: Xiaoli Li (xlli@ucdavis.edu) 2018-2021 term, extending for 3rd year.

Irvine: Matthew E Flyntz, (mflyntz@law.uci.edu) 2019-21 term, 2nd year

Los Angeles: Su Chen (suchen11@library.ucla.edu) 2019-2021 term, 2nd year

Merced: Elizabeth McMunn-Tetangco (emcmunn@ucmerced.edu), 2019-2021 term, 2nd year

Riverside: Rachel Starry (rachel.starry@ucr.edu), 2020-22 term, 1st year

San Diego: Jenny Reiswig (jreiswig@ucsd.edu) 2020-22 term, 1st year

San Francisco: Sarah McClung (Sarah.McClung@ucsf.edu) 2020-22 term, 1st year

Santa Barbara: Torin White (whitet@ucsb.edu) 2020-22 term, 1st year

Santa Cruz: Katharin Peter (kapeter@ucsc.edu) 2020-22 term, 1st year