

LAUC Executive Board Meeting
Thursday, June 3rd, 2021
1-2:30pm Pacific Time

Roll:

Attendees: Marty Brennan, UCLA (President); Rachel Green, UCLA (President Elect); Kristen LaBonte, UCSB (Secretary); Dean Rowan, UCB (Parliamentarian); Ramona Collins, UCB (Chair); David Michalski, UCD (Chair); Madelynn Dickerson, UCI (Chair); Sara Davidson Squibb, UCM (Chair); Peter Fletcher, UCLA (Chair); Dalena Sanderson-Hunter, UCLA (Vice-Chair); Jesse Kruppa, UCR (Vice Chair); Laurel McPhee, UCSD (Chair); Ariel Deardorff, UCSF (Vice-Chair); Catherine Busselen, UCSB (Chair); Jess Waggoner, UCSC (Chair); Cynthia Johnson (DOC); Allegra Swift (SLASIAC); Su Chen (DEI Chair); Jenny Reiswig (DEI Vice-Chair); Marlayna Christensen (Web Manager); Courtney Hoffner (Web Manager); Mary-Michelle Moore, UCSB

Absent: Heather Smedberg, UCSD (Past President); Carla Arbagey, UCR (Co-Chair); Min-Lin Fang, UCSF (Chair); Cherry Williams, UCR (CPG); Hilary Schiraldi, UCB (SLFB); Brian Quigley, UCB (SCLG)

Approved Minutes

1PM, call to order via Zoom

1. Roll Call / Approval of meeting minutes from the LAUC Assembly meeting on May 6, 2021- K. LaBonte
 - a. Minutes are approved.
2. Announcements / Administrivia - M. Brennan
 - a. No announcements
3. Standing Committees
 - a. R&PD – R. Green
 - i. Aside for some future website updates, the committee has filled the charges for this year.
 - b. DEI – S. Chen
 - i. The committee is meeting tomorrow, June 4
 - ii. Midyear report is being worked on.
 - iii. Diversity workforce survey presentation, July 14 from 1-2pm
 - c. CPG – C. Williams
 - i. No report (not present)
 - d. Nominations – H. Smedberg
 - i. No report (not present)
4. LAUC Reports / Updates
 - a. Communications Group - M. Christensen
 - i. A draft copy of the LAUC Website policy was sent to the Executive Board List today, June 3.
 1. Updated language for currency and consistency (eg. removal of .txt and .html as common files)
 2. Created a section detailing responsibilities of LAUC members and their relationships to the website.
 3. Added accessibility statements for formatting
 4. Added a statement stating that anything received as a Word or Excel file will be normalized as a .pdf for preservation purposes

5. Working on updating Committee pages. Mid-year reports have been added as links to the charge and to the reports page.
 6. Looking at revising Committee pages to remove attachments and instead have a reports or documents page with links.
 7. M. Christensen will contact committee chairs to make sure this will work for them.
 8. According to procedures, former members of LAUC are removed, but the site is out of date. This also includes new members that have not been added. M. Christensen is creating rosters for each division and will be asking division chairs to review them via email.
 9. Comments can be made directly in the Google Doc, or via email directly to M. Christensen by Thursday June 10.
 10. These policies will be reviewed and voted on at the next Executive Board Meeting.
- b. DOC – C. Johnson
- i. May 18, 2021
 1. Discussed reframing the UC Libraries Collaborative Work Tools Project because people are not being nominated or volunteering. Recognition that people are tapped out at the moment.
 2. Update from the Shared Content Leadership Group
 - a. There is a DEI subgroup that is engaged in an environmental scan to see how other consortia are addressing issues specifically related to DEI & collections.
 - ii. June 1, 2021
 1. Council of University Librarians (CoUL) met with UC President Michael Drake. He is interested in annual meetings with CoUL. Has a very different style than Janet Napolitano.
 2. Filling UC Libraries Advisory Structure (UCLAS) Committee Roles
 3. General discussion around the question of how to encourage participation in UCLAS committees, including how to communicate to team members the benefits of chairing a UCLAS Committee.
 - iii. DEI (Diversity, Equity, and Inclusion) request from CoUL.
 1. Discussed a request from CoUL to fill out information regarding what each campus library is doing with regards to DEI activities.
 - iv. Communication around patron complaints regarding UC Library Search once the “go live” happens
 1. General discussion around who needs to be involved on each campus for each library to develop its communication plan to manage complaints.
- c. SLASIAC – A. Swift
- i. No report
- d. SCLG – B. Quigley
- i. No report (not present)
- e. UCOLASC – M. Brennan
- i. no meeting / no update this month
- f. SLFB – H. Schiraldi
- i. No report (not present)
- g. AF Task force – M. Brennan

5. New Business / Continuing Business:

- a. [Selecting candidates](#) for LAUC rep to SLFB (two year term July 2021 – June 2023)
 - b. LAUC Assembly Recap
 - i. \$600 for each of our plenary speakers was given as honoraria
 - ii. [Academic Freedom Plenary recording](#).
6. Round Robin: Highlights and issues from the campuses
- a. Santa Cruz (J. Waggoner)
 - i. The Spring Membership Meeting was held on May 11.
 - 1. Reopening was a major topic.
 - 2. There are candidates for all of the roles for LAUC-SC
 - 3. Addressing bylaws and these proposals have been sent to the local Committee on Professional Governance. These positions will be voted on to be either appointed or elected.
 - a. Creating a local Committee on Library and Scholarly Communication (COLASC) position.
 - b. Proposing to have either the chair or the vice-chair to be the second person to serve on COLASC.
 - b. Santa Barbara (C. Busselen)
 - i. LAUC-SB held a welcome Zoom for our most recent hires within the Librarian Series on May 4
 - ii. LAUC-SB will hold a Membership Meeting tomorrow, June 4
 - iii. Nominating Committee is having a difficult time putting a full slate together
 - iv. Call for Amy and Jens Nyholm Prize nominations went out to the membership today, June 3 (<https://lauc.library.ucsb.edu/about/awards/>); this award goes to a librarian who “has made during the past year an outstanding contribution to librarianship, be it excellence of performance, catalyzing influence, or some other act of distinction”
 - v. Kyra Folk-Farber, Acting Director of Music Library started role as Interim Director of Research & Engagement earlier this spring
 - vi. LAUC-SB will have several retirements this summer, two have been officially announced
 - 1. Rick Caldwell, 16 years of service to the UC
 - 2. Lorna Lueck, over 39 years of service to the UC
 - c. San Francisco (A. Deardorff)
 - i. Re-opening plans:
 - 1. FAMRI Library and the Hub and Hideout at Mission Bay campus had been used for the vaccination in the past few months and has been open to UCSF students for quiet study space by reservation only since June 1. The UCSF Library is planned to reopen to all UCSF ID badge holders in July.
 - ii. Hiring:
 - 1. The Library received the hiring exception approval by the Vice Chancellor office and is currently interviewing the candidates for three positions: ZSFG Clinical Research Librarian, Education and

Research Librarian for SOM and SOP, and Research and Technical Services Managing Archivist.

- iii. Library Strategic Planning:
 - 1. Discussions between Library and UCSF Campus Leadership are ongoing to identify needs and streamline existing programs to better serve the UCSF community and advance the Library and University's mission. The Campus strategic planning focus groups include Research Administration, leaders in Clinical Education, Deans of Research, Dr. Marta Margeta, and IT leaders. The Library Leadership Team held an all-staff strategic planning meeting in mid-April to give staff a progress update and held small group discussions to solicit comments and ideas.
- d. San Diego (L. McPhee)
 - i. Sam Dunlap is retiring.
 - ii. UCSD is opening a study Hall on June 28.
 - iii. Staff are invited back to the library starting June 28.
 - iv. Hybrid, flexible, and off-site work schedules will be available to employees at UCSD and the library is interpreting the guidance from the university and how to apply it to library workers.
 - v. The library is gearing up for a full reopening the first week of September.
- e. Riverside (J. Kruppa)
 - i. New provost started about a month ago, Dr. Elizabeth Watkins. She was dean of the graduate division, vice chancellor of student affairs, and professor of history of health sciences at UC San Francisco. She has also worked as a museum curator, so LAUC-R is glad to have someone with previous experience in cultural institutions in this leadership position.
 - ii. Personnel: Ann Frenkel, the Deputy University Librarian and AUL for Research and Instructional Services will retire at the end of June. The replacement AUL position will be more focused on administration and finance, representing a major change in our organization. There are two director positions open: Director of Teaching and Learning, Director of Metadata and Technical Services.
 - iii. LAUC-R recently held a Colleague Check-In meeting, where librarians talked about what has been learned during the closure and how they might take that back to the office: most of the librarians will be phasing in working in person for a few days a week starting in August or September.
 - iv. Local Elections: for the first time in recent memory, there is a contested election for the vice chair/chair-elect position.
- f. Merced (S. Davidson Squibb)
 - i. The library has received its budget allocation for FY2021-2022. We received funding for an Administrative Officer position, an existing position vacated a few months ago. The library is not being considered for additional funding for positions in 21-22. This allocation was part of a process in which the campus allocated 4M to fill vacancies from a current 12.5M in vacancies. Another 2M may be released in the fall, but the library is not slated to receive any of that funding even if it becomes available.

- ii. The library expects a 9.75% cut to operations (which includes collections) for FY 21-22. This is another 4.75% added to the 5% from FY20-21.
 - iii. LAUC-M submitted a letter to the EVC/Provost regarding the [campus' Draft Strategic Plan](#) noting that aiming for R1 status and accommodating significant student growth without sufficient funding allocations will be problematic.
 - iv. The University Committee on [Library and Scholarly Communications](#) (LASC) has submitted three letters to the Academic Senate in the last few weeks on the following topics – budget, space planning, and the campus' draft strategic plan -- in order to advocate for the library.
 - v. A sub-team of LAUC-M members will be convening to determine how to best advocate for the library going forward.
 - vi. The library has received some temporary space off-campus for archival processing.
 - vii. The library will be open for the fall semester; the first day of instruction is August 25th. There will likely be a soft-opening in mid-August.
- g. Los Angeles (P. Fletcher)
- i. Board members requesting discussion with Library Human Resources (LHR) regarding “lost” positions. P. Fletcher will contact LHR to see if the LAUC-LA rep can address during the next board meeting. However, he needs more clarification on exactly what is meant by “lost” before he initiates discussion.
 - ii. In P. Fletcher’s meeting with the University Librarian, he asked more about LAUC-LA involvement with the search process, specifically during the interview process. In the past, LAUC-LA reps were scheduled as part of the interview day (as P. Fletcher recalls from his interview in 2007) to describe LAUC-LA to the candidates and what opportunities are offered, etc. The UL is amenable.
 - iii. Regarding the use of the term “affiliates” in the bylaws: consensus is that LAUC-LA will not use the term “affiliate”, instead providing a definition (already present, e.g., less than half-time and retired), and essentially calling them non-voting.
 - iv. A LAUC-LA member will be a member in the library-wide Management Council task group on “flex work”.
 - v. Hiring a new Middle Eastern Studies librarian.
- h. Irvine (M. Dickerson)
- i. UCI Libraries held it’s Town Hall meeting on May 19th with a focus on re-opening and hybrid workplans
 1. Langson Library will open with limited hours on June 21
 2. HathiTrust ETAS ends Sep 10
 3. Science Library will open mid-September
 4. Hybrid work options are available to librarians and librarian staff coming into the new year, subject to work commitments and requirements, with the possibility of up to 60% in the office
 5. Hybrid work is considered a pilot this first year and will be subject to change

6. Emphasis placed on the role the library plays as a “vibrant hub of campus activity”
 - ii. Local LAUC-I elections are underway with a strong slate of candidates
 - iii. Vicki Grahame, Head of Cataloging and Metadata Services, is retiring at the end of the month.
- i. Davis (D. Michalski)
 - i. UC Davis Library continues its work on Strategic Plan.
 - ii. LAUC-D will hold its Spring General Membership meeting June 9.
- j. Berkeley (R. Collins)
 - i. The UC Berkeley Library Task Force on Racial Justice shared its report and recommendations here:
<https://www.lib.berkeley.edu/about/racial-justice-task-force/march-2021-report>
 - ii. The LAUC-B Executive Committee will be discussing and engaging with this report throughout the summer, starting with the meeting on June 9.

2:30 pm: Adjournment