

LAUC Executive Board Meeting

Monday, October 11, 2021

10:00 AM – 12:00 PM

Attendees: Rachel Green, UCLA (President); Mary-Michelle Moore, UCSB (President Elect & R&PG); Martin Brennan, UCLA (Past President); Jennifer Nelson, UCB (Secretary); Susan McElrath, UCB (Chair); Melinda Livas, UCD (Chair); Shu Liu, UCI (Chair); Dalena Hunter, UCLA (Chair); Olivia Olivares, UCM (Chair); Janet Reyes, UCR (Chair); Martha McTear, UCSB (Chair); Laura Schwartz, UCSD (Chair); Ariel Deardorff, UCSF (Chair); Daniel Story, UCSC (Chair); I-Wei Wang, UCB (CPG); Jenny Reisinger, UCSD (DEI); Allegra Swift, UCSD (SLSIAC); Cynthia Johnson, UCI (DOC); Brian Quigley, UCB (SCLG); Catherine Busselen, UCSB (SLFB); Marlayna Christensen, UCSD (Webmaster); Dean Rowan, UCB (Parliamentarian); Xi Chen, UCSD (Guest).

Minutes

1. Meeting called to order at 10:02 AM
2. Roll call (J. Nelson)
3. Acknowledgment of Indigenous People's Day
4. Secretary's report (J. Nelson)
 - a. Approval of September 2, 2021 minutes: Minutes approved after a minor edit.
 - b. Roster and census update: 2021-22 roster and census are complete and uploaded to Box.
 - c. Election Calendar: Draft election calendar is in Box to be approved at November EB meeting.

ACTION – Division chairs, please share election calendar with your local Executive Committee and Nominating Committee to make sure dates work.

5. Housekeeping/Old Business
 - a. Service Roles Spreadsheet:
 - i. Goal to revive and update the LAUC Campus & LAUC Systemwide Service Roles spreadsheet.

ACTION: Division chairs, please share your campus's tab on the [spreadsheet](#) with your local EB and review for accuracy.

- ii. Discussion of how Vice Chairs are appointed to standing committees (rotation schedule vs recruitment).
 - b. Engagement – people not following through with 2-year terms:
 - i. Campus divisions must stay on track with 2-year appointment terms. Acknowledgment that this can be a challenge for smaller campuses, but those challenges should be

addressed on a case-by-case basis. As a general rule it's important to follow the structure of the terms; committees function more efficiently when there are balanced numbers of continuing and new committee members.

- ii. Among CPG's charges this year is to assess which campuses are not in compliance with terms, and why.
- c. Standing Committee start dates – move up to 9/1?
 - i. Decision was made, for now, to keep EB turnover on 9/1 and standing committee turnover on 10/1.
 - ii. Division chairs should ask their local members how they feel about moving appointment dates up for earlier turnover of standing committees.

ACTION: Division chairs, please talk to your local Executive Committees about the timing of standing committee appointments and turnover dates.

- d. Appointment of Parliamentarian and Webmaster:
 - R. Green officially asked Dean Rowan and Marlayna Christensen to continue their service as Parliamentarian and Webmaster, respectively, and they officially accepted.
- e. Statewide Listserv (M. Christensen)
 - i. Posting guidelines and other best practices:
 1. Those eligible to post would be: Statewide officers, division chairs, communications team members, statewide committee chairs.
 2. Posting guidelines: LAUC-Statewide announcements only, such as: Call for proposals for R&PD LAUC-Research Grant; announcements for Statewide LAUC-sponsored events; other announcements that currently go from LAUC Statewide to division chairs for distribution.
 3. Discussion about whether to include announcements of Librarian positions or announcements of retirements. Concern that the list would get too busy. Suggestion made to use LAUC Slack channel for these sorts of messages instead.
 - ii. Timeline: Go-live November 2021

ACTION Division chairs, please inform your local members that they will receive a welcome message when the Statewide listserv goes live in November 2021; inform them that the listserv will be for official statewide business only.

6. Committee Reports

- a. Committee on Research & Professional Development (R&PD) (M. Moore):
 - First meeting scheduled for week of 10/18; standing meeting still TBD.
- b. Committee on Professional Governance (CPG) (I. Wang):
 - First meeting will be ad hoc; standing meeting still TBD.

- c. Committee on Diversity, Equity, and Inclusion (DEI) (J. Reiswig):
 - Kick-off meeting scheduled; standing meeting still TBD.
 - d. Communications Group (M. Christensen)
 - i. Reminder: If you haven't added or updated your profile photo, please send it to [M. Christensen](#). Any LAUC member can have a photo associated with their profile, not just EB members.
 - ii. One focus of this year's work will be the LAUC archives. Please submit final minutes and reports in PDF format (best format for long-term preservation).
 - iii. Still looking for members to join communications team; looking in particular for social media and news media coordinators. Also need to recruit a Webmaster to train this year and to be ready to take over next year. Call for volunteers could be done via the newly-launched LAUC listserv.
 - iv. Continuing discussion regarding whether Communications should be a standing committee, but that requires a bylaws change, and it might be burdensome for campuses to send a representative. CPG could examine this.
 - v. R. Green and Kathi Neal (Associate University Archivist, UCB) to meet to discuss her role in the historical LAUC archives.
 - e. Nominating (M. Brennan):
 - i. Accelerated recruitment for Nominating Committee this year; two people have already expressed interest.
 - ii. Eager to recruit officers from the Northern campuses. For the past 5 years the President has been from the Southern campuses.
 - f. Academic Freedom Education Initiative (M. Brennan):
 - No report.
7. Reports from Committee Representatives
- a. Systemwide Library and Scholarly Information Advisory Committee (SLASIAC) (A. Swift):
 - Report available at this [link](#).
 - b. University Committee on Library and Scholarly Communication (UCOLASC) (R. Green):
 - No report.
 - c. Shared Content Leadership Group (SCLG) (B. Quigley)
 - i. Official minutes from SCLG meetings are available at this [link](#).
 - ii. Minutes for July and August have been posted. Discussions included updates from the Systemwide Print Collections Management Strategy Working Group, the Diversity, Equity & Inclusion subgroup, and the OA proposals and procedures subgroup as well as CDL year-end OA purchases and funding for JSTOR DDA.
 - iii. At the November 2021 EB meeting B. Quigley will co-present an update on the Working Group for Systemwide Print Collection Management Strategy.
 - iv. Ellen Finnie (CDL) has joined SCLG as the Director of Shared Collections, and Lisa Mackinder (CDL) has joined as the Interim Assistant Director of Systemwide Licensing.

- v. For any questions about, or issues to raise with SCLG, please contact B. Quigley.
- d. Shared Library Facilities Board (SLFB) (C. Busselen)
 - i. SLFB met on September 20, 2021 and will meet quarterly through 2021-2022.
 - ii. Both RLFs have reopened 5 days a week, with daily public reading room hours of noon-4 PM (NRLF) and 1-4 PM (SRLF). As of 8/25/21, NRLF staff are 100% back on-site and all services are operational. NRLF continues to face some staff vacancies and budget restraints. As of 9/7/21, most SRLF staff have a Flexible Work Arrangement, working on campus 4 days/week and working from home 1 day/week. Since the last SLFB update, SRLF has two additional services that are up and running: 1) physical lending via the Alma AFN; and 2) opening the reading room to UCLA affiliates.
 - iii. RLF registration of HathiTrust Shared Print commitments has been completed with 537,169 SRLF commitments and 1,050,257 NRLF commitments. All UC HathiTrust shared print commitments are now registered in OCLC.
 - iv. At the September meeting, the Board approved an Exceptional Deposit of 10,000 volumes from the C.V. Starr East Asian Library at Berkeley to be deposited to NRLF beginning in October 2021. The East Asian Library will deposit 2000 volumes per month. The deposit is subject to the \$2.95 per volume fee as well as non-duplication and persistence policies of the RLFs. Security issues for the collection necessitated the deposit.
 - v. Additionally, the Board approved a delayed call for January-July 2022 campus allocations. Due to the implementation of Alma, there has been a perceived increase in processing time at both facilities. New workflows are also being developed to utilize the new Alma system. The RLFs are currently undergoing a time study as well as completing processing of two exceptional deposits that were delayed significantly due to the pandemic. The exact date of the call is TBD.
 - vi. It was announced via the SLFB listserv that SRLF Director Cathy Martyniak will be leaving UC to take a position at the Library of Congress. Cathy's last day will be 11/5/2021. Until a replacement is hired, duties for managing the SRLF will be split between Chris Barone, Jon Edmondson, and Tin Tran. The trio will work as a team of equal partners to manage SRLF continuity of operations, though they will each have distinct duties assigned to them. All three will report to Alison Scott, AUL for Collection Management & Scholarly Communications.
- e. Direction and Oversight Committee (DOC) (C. Johnson)
 - i. September 21, 2021 meeting: Discussion focused on the process for nominating people to the [SILS Shared Governance Teams](#); also discussed DOC's priorities for the 2021-22 academic year. This discussion centered on what has been completed from last year and what may be new.
 - ii. October 5, 2021 meeting: Continued discussion focused on nominations to SILS Shared Governance Teams.

- f. Council of University Librarians (CoUL) (R. Green):
 - i. R. Green shared LAUC's priorities for the year, focusing on PI status and the challenges Librarians are facing in serving as PIs on their own projects. She shared that LAUC plans to further investigate the issue, as LAUC's understanding is that some campuses grant PI status to Librarians (or grant exceptions that allow Librarians to serve as PIs), and some do not allow exceptions under any circumstances. Many ULs were supportive and indicated that they already support exceptions that allow Librarians to serve as PIs. Several ULs said that they would engage with their divisional LAUCs to provide trainings and to educate Librarians and themselves about this important issue. There was also a UL suggestion that LAUC Statewide issue a written recommendation to be distributed directly to individual ULs. R. Green is tasking R&PD and CPG with conducting a survey of LAUC members and then producing a report based on the results. The entire Statewide EB will review both the survey and resulting report/recommendation before they are finalized.
 - ii. Several campuses reported that their ULs have already reached out to them asking to engage with their LAUC division on the issue of PI status.
8. New/Continuing Business (R. Green)
 - a. Agendas/Box
 - i. If you have updates/reports for the agenda, please don't add them to the agenda itself; add them to the Updates document or email them to [J. Nelson](#).
 - b. Spring Assembly Planning: Need to appoint a planning committee.
 - c. Census/AUL question (what if AUL is non-academic appointment?): Per the Parliamentarian, non-academic appointments are not members of LAUC, even if they hold the title, for example, of AUL.
 - d. Attendance at EB meetings (e.g., inclusion of non-EB members)
 - i. Could it help with engagement/elections to advertise our meetings? Discussion will continue.
 - ii. Parliamentarian feedback (D. Rowan): We have always been an open meeting. We can have portions of the agenda that are marked "closed" if a sensitive or confidential issue is being discussed, where non-EB members cannot attend. For now we can continue the practice of sending the meeting link to people who let us know in advance that they wish to attend.
 - e. The present and future of librarian work – in person, virtual, hybrid? Necessity to be in office? (S. Liu): Possible topic for an assembly.
9. Round robin: Highlights and issues from the campuses
 - a. UCB (S. McElrath)
 - i. One new librarian hired: Adam Baron, Head of Metadata Services.
 - ii. The LAUC-B bi-annual conference [Reimagining Libraries Through Critical Library Practices](#) was held virtually October 5-6, 2021.

- iii. LAUC-B Fall assembly will feature focus groups discussing issues raised in member survey.
- iv. LAUC-B CAPA is planning special sessions for first time review candidates this fall.
- b. UCD (M. Livas):
 - At the request of UL, we are in the process of addressing the length of our review packets. The UL thinks they are too lengthy and is putting together a task force to minimize the length of the packets.
- c. UCI (S. Liu):
 - i. Recruitment for 3 positions: 1) AUL for Public Services); 2) Director for Library Diversity, Equity, Inclusion, and Accessibility (DEIA); 3) UL tentatively approved Research Librarian for Education and Outreach (scope of position still TBD).
 - ii. Local Exec to survey members in order to gauge interest in LAUC activities for this coming year, and whether meetings will be in-person, virtual, or hybrid.
 - iii. Program committee would like to host a program jointly with other campuses to celebrate Librarian accomplishments. Program committee will be reaching out.
- d. UCLA (D. Hunter):
 - i. Recruiting underway for the position of [Director of Library Special Collections](#).
 - ii. New hire: Sohaib Baig, Middle East and Islamic Studies Librarian.
 - iii. Committees are all formed and eager to get going on their charges.
- e. UCM (O. Olivares):
 - i. AUL Donald Barclay retiring in June 2022.
 - ii. Archivist Emily Lin applying for a \$750K NEH grant for archives and archive space. If approved it would require a matching component from the Library for which we would need to raise funds. Chancellor has agreed to provide the matching requirement.
 - iii. The hiring freeze and budget issues here at UCM prohibit hiring more Librarians and have made a serious dent in the Acquisitions budget.
- f. UCR (J. Reyes):
 - i. Chair and Vice-Chair met with UL to discuss how LAUC-R can advise library admin and about inviting the new Provost to get to know LAUC-R.
 - ii. Library has several recruitments to be rolled out over time; some recent searches haven't gone well.
 - iii. LAUC-R Programs committee polled membership on whether to offer in-person option this fall.
- g. UCSD (L. Schwartz)
 - i. The Geisel Library renovation will begin late Fall 2021/early Winter 2022 with completion expected Summer 2022. New service models are being developed.
 - ii. Local division is actively discussing Librarians as PIs.
- h. UCSF (A. Deardorff):

- i. Piloting LAUC Buddy program to onboard new librarians; goal is to connect new librarians with someone outside their team to build relationships and learn about the library.
 - ii. Planning quarterly social hours to connect LAUC members.
 - iii. Two new librarians hired: Josephine Tan, Education and Research Librarian; Peggy Tran-Le, Research and Technical Services Managing Archivist.
- i. UCSB (M. McTear):
- i. Two new librarians as of Oct. 1: Farshad Sonboldel, Middle East Studies Librarian and Area Studies Collection Strategist; Natalee Bell, Electronic Resources Manager.
 - ii. Recruitment started for Associate University Librarian for the Division of Digital Strategies
- j. UCSC (D. Story):
- i. Two active recruitments: 1) STEM Librarian: 2) Community Archivist.
 - ii. COLASC Representative bylaws change currently being voted on.
 - iii. Planning members' scholarly communications discussion for Fall Quarter.

Meeting adjourned at 12:01 PM