

**LAUC Executive Board Meeting
Monday, November 8, 2021**

Attendees: Rachel Green, UCLA (President); Mary-Michelle Moore, UCSB (President Elect & R&PD); 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); Catherine Busselen, UCSB (for Martha McTear, 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); Brian Quigley, UCB (SCLG); Catherine Busselen, UCSB (SLFB); Marlayna Christensen, UCSD (Co-Webmaster); Sylvia Page, UCLA (Co-Webmaster); Dean Rowan, UCB (Parliamentarian).

Absent: Martha McTear, UCSB (Chair); Cynthia Johnson, UCI (DOC); Jennifer Nelson, UCB (Secretary)

Minutes

1. Meeting called to order at 10:02 AM
2. Roll Call (R. Green)
3. Secretary's report (R. Green (for J. Nelson))
2021 October 11 minutes approved.
4. Housekeeping/Old Business
 - a. Service Roles Spreadsheet: Review period extended one month
ACTION: Division Chairs, please review your campus tab on the [spreadsheet](#) if you have not already done so. You may make edits directly on that page.
 - b. Statewide listserv is ready to launch
 - i. M. Christensen will send a message next week to EB before sending first live message to the listserv.
 - ii. Listserv is for necessary statewide business only i.e., call for grants or other things that are currently sent to Division Chairs for distribution. This will eliminate the extra step for such announcements and will also synchronize when members receive such announcements (doesn't depend on Division Chair to remember to distribute).
 - iii. Vote to approve listserv passed with no objection.
 - c. PI status
 - i. Which divisions have heard from ULs after R. Green raised the issue of Librarian PI status at September CoUL meeting?
 1. UCSC: No.
 2. UCSB: No. M. McTear meeting with UL this week.
 3. UCSF: No. Librarians already have PI status.
 4. UCSD: Yes. Two issues: 1) need clear guidance and guidelines as to when exceptional PI status can be granted for sponsored research; 2) if and when PI status can be granted for non-sponsored research; IRB office and UL have different interpretations. Divisional R&PD will take issue on this year; looking forward to statewide R&PD taking the lead.

5. UCR: No. Membership is interested in seeing results of survey.
6. UCM: Yes. UL supports granting of PI status to any Librarian upon request. Discussed policy under which a Librarian, with approval of UL, can ask the Office of Research to grant PI status. Policy should be clarified, and training should be available. Members are enthusiastic.
7. UCLA: No. D. Hunter will follow up with UL.
8. UCI: No.
9. UCD: Yes. Already had very engaging meeting on October 21. Discussion will continue among entire membership at LAUC-D general meeting on December 15. If a Librarian goes through proper training and process for obtaining PI status, UL has no problem signing off.
10. UCB: No. Most members are familiar with what's involved in PI status.

ACTION: Division Chairs, please let local Exec Board and local R&PD committee know about survey and ask whether they want to give feedback on a draft survey, later this calendar year.

d. Communications Committee

- i. President appoints ad hoc committee annually, generally in consultation with EB; also appoints individual members.
- ii. Officially appointed Sylvia Page (UCLA) as webmaster alongside M. Christensen.
- iii. Currently has three members (room for 4 or 5): Marlayna Christensen (Co-Webmaster), Sylvia Page (Co-Webmaster), Joy Holland (Social Media Coordinator). Room for 4 or 5 on committee. Hope to have 1 or 2 Social Media Coordinators join this year.
- iv. Many thanks to M. Christensen for continuing.
- v. Communications Committee officially appointed.

e. LAUC membership rules: Which campuses include AULs as members of LAUC, if they're not already in Librarian Series?

- Clarifying bylaws (D. Rowan): Divisional bylaws do not determine membership criteria. LAUC membership is determined by title code, i.e., how position is classified by Academic Personnel Office at UCOP, regardless of your working title. If title code corresponds to AUL then it is a member of LAUC. Question is: how was a person hired, management or academic personnel? Affiliate membership gives divisions the option to respond to interest in LAUC and to include people into the fold (beyond just attending meetings). CPG (in consultation with Parliamentarian) will review this issue in more detail. Also need to pay attention to this in regard to the census, specifically for determining number of delegates to statewide meeting.
- UCI: UL and AUL are members of LAUC-I. UL doesn't usually attend general membership meetings; AUL for Administrative Services always attends for budget and personnel update.
- UCSD: Already has two Librarian AULs already. Library has new position of Chief Administrative Officer (replacing AUL for Administrative Services). L. Schwartz to find out whether the division has included the Chief Administrative Officer position in affiliated membership.
- UCB: No issue (AULs coded as AULs in the salary database).

- UCD: UL and AUL are administrative positions but are considered full LAUC-D members. UL and AULs don't attend executive board meetings but do attend general membership meetings.
- UCLA: Not on membership list for purposes of census. UL attends general membership meeting (usually as guest or presenter) and the executive board meeting as a presenter when on agenda.
- UCM: UL and AULs are full LAUC members.
- UCR: UL and AULs are full LAUC members according to roster. They don't participate in elections. UL and AULs usually attend general membership meetings and events.
- UCSF: One of the AULs is not an AUL per title code but is considered a LAUC member (but neither AUL attends any meetings).
- UCSB: Deputy University Librarian is coded as AUL, so is a member. The question has been raised as to whether to consider Data Curators as affiliate members.
- UCSC: Both AULs have administrative title codes. Not considered members and don't attend any meetings.

f. Standing committee start dates

- Does anyone want to move to 9/1? No. Status quo maintained.

5. Round Robin: Highlights and issues from the campuses

a. UCB (S. McElrath)

- LAUC-B's Fall Assembly is scheduled for November 17. We will be hosting discussion groups on burnout, mentoring and onboarding.
- Several LAUC-B members participated in the UC Libraries Forum including leading workshops and presentations on our Racial Justice Task Force and the preservation of Blockeley.
- UL anticipates that budget cuts will have an impact on hiring this year and next.

b. UCD (M. Livas)

- UL had wanted to convene a task force to look at review process because it's considered too lengthy. Report will be available by the end of the month.
- Working to revamp LAUC-D webpage.
- UL receptive to taking questions at general membership meeting on December 15; members are currently being surveyed for their questions.

c. UCI (S. Liu)

- i. Call for ad hoc systemwide program planning committee for a program to give early-career librarians an opportunity to learn from senior colleagues regarding professional development within the UC system and beyond.
 - ii. Conducted a local member interest survey to help shape focus of LAUC-I this year.
 - iii. First general membership meeting scheduled for November 30, to be held virtually; will update format to make it lively and engaging.
 - iv. Chair and Vice-Chair met with UL and AUL for Administrative Services; set up quarterly meetings to maintain dialog between librarians and library administration.
- d. UCLA (D. Hunter)
- i. Division executive board meeting held last week.
 - ii. Planning general membership meeting. University Librarian will attend to address issues such as remote work, Librarian review, and other issues of ongoing concern to Librarians, particularly pandemic related.
- e. UCM (O. Olivares)
- i. Library's collections budget has been cut by 8.75%. Will try to absorb this reduction with cuts to locally owned resources rather than state-owned materials.
 - ii. Campus has commenced academic planning process, which includes a budget call. Library will form a group to see how to handle cuts and to make a case for more resources.
 - iii. Governor Newsom visited UCM and announced his support for medical education. Library will form group to respond to fact that UCM will have a medical school but Library has no budget for medical resources. No discussions yet regarding having librarians within the medical school (and currently there is a hiring freeze).
- f. UCR (J. Reyes)
- i. Interviews have been scheduled for the position of [Director of Teaching and Learning](#).
 - ii. We have lost two library staff in the last month, prompting the formation of even more search committees than are currently ongoing.
 - iii. Our Programs Committee coordinates a lunchtime "Colleague Check-in" Zoom meeting every other month that helps librarians keep in touch with our collective concerns and happenings. In October, CAPA-L hosted its annual workshop regarding the review cycle.
- g. UCSD (L. Schwartz)
- i. Librarian recruitments:
 - 1. [Program Director, Scholarship Tools and Methods](#). Zoom interviews are scheduled for the month of November.
 - 2. [Program Director, Collection Development and Management](#). The recruitment has been extended.

3. [Electronic Resources & Serials Librarian](#). In active recruitment.

- ii. Librarian Service Recognition. LAUC-SD has formed a small working group to generate ideas on how to honor the service of librarians. The working group may be contacting LAUC divisions to inquire how years of service is recognized and celebrated at other libraries.

h. UCSF (A. Deardorff)

- Piloting a LAUC Buddy Program to connect new librarians with other UCSF librarians outside of their team. We see this less as a mentor/mentee relationship and more as a peer mentorship/community building program. We just connected our first two buddy pairs. Would love to hear if other campuses do something similar and can share any best practices!

i. UCSB (M. McTear)

- i. Membership meeting scheduled for December 9.
- ii. At that meeting will put out a call to serve on the statewide assembly planning committee.
- iii. R. Green asked for volunteers to serve on the statewide assembly planning committee to help UCSB.

j. UCSC (D. Story)

- i. New STEM Librarian hire just announced.
- ii. Vote to create a local appointed position of COLASC Rep.
- iii. Our Fall membership meeting occurs this week.

6. Committee Reports

a. Committee on Research & Professional Development (M. Moore)

- i. Call is live for LAUC Research Grant applications. Deadline pushed to December 1.
- ii. Request to change way Research Grant call goes out (suggestion that it go out via divisional R&PD Committees rather than Division Chair); R&PD will discuss.
- iii. Working on drafting questions for PI survey.
- iv. R. Green contacted previous grant recipients for outstanding progress and final reports.

b. Committee on Professional Governance (I. Wang)

- i. Standing meeting has been scheduled.
- ii. Volunteers identified to work on PI status; will get clarification on what sort of deliverable is expected.
- iii. Work with campus reps regarding standing committee issues.
- iv. Commencing review of current standing rules and bylaws.

c. Committee on Diversity, Equity, and Inclusion (J. Reiswig)

- i. Standing meeting has been scheduled; first meeting next week.

- ii. Committee charges being reviewed.
 - iii. UCSD UL brought up initiative of statewide ULs (via CoUL) to bring APM 210 for Librarians in line with other APMs in terms of having language regarding activities consistent with DEI. Will be a long process involving UCOP.
- d. Nominating (M. Brennan)
- i. R. Green appointed Sarah Lindsey (UCSC) and Stephen Clancy (UCI) to serve on this committee with M. Brennan.
 - ii. First meeting scheduled for next week.
 - iii. Will focus on recruiting from northern campuses (focus particularly on Berkeley, Davis, and Santa Cruz); committee will be in touch with Division Chairs from those campuses.
- e. Communications Committee (M. Christensen)
- i. Welcoming Sylvia Page, UCLA (Co-Webmaster).
 - ii. Division Chairs should bring question of statewide hosting of divisional websites, if they haven't already done so.
 - iii. Currently drafting welcome message for statewide listserv.
 - iv. If there is anyone interested in serving as Social Media Coordinator, please contact [M. Christensen](#).
7. Reports from Committee Representatives
- a. SLASIAC - Systemwide Library and Scholarly Information Advisory Committee (A. Swift)
 - No report
 - b. UCOLASC - University Committee on Library and Scholarly Communication (R. Green)
 - First meeting will be November 17; will have a report for next meeting.
 - c. SCLG – Shared Content Leadership Group (B. Quigley)
 - Reminder to look at SCLG minutes which are posted at this [link](#).
 - d. SLFB – Shared Library Facilities Board (C. Busselen)
 - i. Christine Barone is now serving as SRLF Director; will represent the SRLF at SLFB Steering and SLFB starting November 2021.
 - ii. Susan Swarts is on a leave of absence from NRLF, Jo Anne Newyear-Ramirez will provide interim leadership at the NRLF during this time.
 - iii. The SRLF has an unanticipated deposit capacity to accept approximately 12,000 single volume or multi volume monographs over this fall and issued a last-minute call to all campuses on October 11, 2021. They received four requests, all of which were fully approved:
 - 1. UCB: 2,500 monographs.
 - 2. UCI: 3,000 monographs.
 - 3. UCSF: 161 monographs.
 - 4. UCSB: 3,000 or fewer monographs.

iv. The January to June 2022 allocation call was sent out October 28, 2021. This year's allocation is small due to several factors, including change in leadership at both facilities, additional vacancies and adapting to the new SILS workflows and environment.

e. DOC – Direction and Oversight Committee (C. Johnson)

i. October 19, 2021

1. Two groups which report to DOC provided updates. These two items took up the entirety of the meeting.
2. The Digital Preservation Leadership Group provided an update and reported on the Group's activities. The main question for DOC was whether the Charge for the Group was still accurate.
3. The Open Access Resource Management Task Force also provided an overview of their first report and asked DOC the following questions:
 - Does DOC have any feedback regarding the comments about the principles around the prioritization of OA materials?
 - Discussion about the recommendation to form a standing team with the SILS structure to manage OA/CDI materials and to whom that team would report
 - How to communicate more about managing OA materials that are discoverable through the Central Discovery Index (CDI).

ii. November 2, 2021

- Majority of meeting was spent confirming members to the various SILS groups being formed to begin their work in January 2022. In addition to confirming membership, provisional chairs for each group were confirmed. If there was not a clear volunteer for a chair, the DOC members discussed who could be asked. Some AULs returned to their campuses to ask individuals if they would be willing to chair a group temporarily (e.g., provisionally).

f. CoUL (R. Green)

- No report.

8. New/Continuing Business (R. Green)

a. Spring Assembly Planning.

- i. UCSB currently putting together planning committee.
- ii. Call for volunteers from EB members to serve on committee. Reach out to [R. Green](#) or [M. McTear](#) if interested.

b. SCLG Update (B. Quigley)

- i. Discussed Systemwide Print Collections Management Strategy Working Group, a subgroup of SCLG charged by CoUL. Tasked with creating an engagement plan for systemwide faculty and

library staff. Engagement on each campus to be directed by UL, but will include shared governance groups.

- ii. Previewed [UC Print Futures Handout](#) for faculty. This a DRAFT handout for preview only. Not for distribution until completed. Purpose of handout and outreach to faculty is to socialize the idea of the collective collection.
- iii. Please send any questions and feedback to [B. Quigley](#).

Meeting adjourned at 11:49 am