

**LAUC Executive Board Meeting
Monday, December 13, 2021**

Attendees: Rachel Green, UCLA (President); Martin Brennan, UCLA (Past President); Susan McElrath, UCB (Chair); Michelle Polchow, UCD (Vice Chair); Shu Liu, UCI (Chair); Diana Ascher, UCLA (Vice Chair); Rebecca Gourevitch, UCM (Vice Chair); Janet Reyes, UCR (Chair); Martha McTear, UCSB (Chair); Laura Schwartz, UCSD (Chair); Ariel Deardorff, UCSF (Chair); Daniel Story, UCSC (Chair); Jenny Reiswig, UCSD (DEI); Catherine Busselen, UCSB (SLFB); Marlayna Christensen, UCSD (Co-Webmaster); Sylvia Page, UCLA (Co-Webmaster); Dean Rowan, UCB (Parliamentarian).

Absent: Mary-Michelle Moore, UCSB (President Elect & R&PD); Melinda Livas, UCD (Chair); Dalena Hunter, UCLA (Chair); Olivia Olivares, UCM (Chair); I-Wei Wang, UCB (CPG); Allegra Swift, UCSD (SLSIAC); Cynthia Johnson, UCI (DOC); Brian Quigley, UCB (SCLG); Jennifer Nelson, UCB (Secretary)

Guest: Nigel (such a good boy)

Minutes

1. Meeting called to order at 10:01AM
2. Roll Call (R. Green for J. Nelson)
3. Secretary's report (R. Green for J. Nelson)
 - a. November 8, 2021 minutes approved.
4. Housekeeping/Old Business
 - a. Condolences: Manuel Urrizola (UCR). How to inform membership about librarian colleagues who have passed is an ongoing conversation.
 - b. Service Roles Spreadsheet

ACTION: Please review the spreadsheet with your local executive board, if you have not already done so.
 - c. Statewide listserv
 - i. Delayed while we work through hiccups.
 - ii. Instead of each division subscribing to the statewide listserv, LAUC statewide will be a subscriber to division listservs. This will happen probably in January.
 - d. Communications Committee
 - i. R. Green appointed Lia Friedman (UCSD) as our second News and Social Media Coordinator. Her term will run through September 2023 (2-year term).

- e. UL/AUL voting capacity.
 - i. If they are members of LAUC (in Librarian series) then they have voting rights. If they are nominal AULs, but are not in the Librarian series, they don't have voting rights. It's quite possible that ULs and AULs with voting rights opt not to vote.
 - ii. In theory a UL could even run for LAUC Chair (no prohibition in the standing rules or bylaws), but none has.
- f. PI status
 - i. Draft survey questions are ready; survey will go out the end of January, beginning of February.

ACTION: Division chairs, please share [draft survey questions](#) with your local executive committees and your local RPD committees for feedback; CPG, please do the same.
 - ii. Which divisions have heard from ULs on this issue?
 1. UCB: UL has not reached out. Librarians are occasionally granted exceptional PI status.
 2. UCD: UL met with LAUC-D; guide created to educate members on responsibilities of a PI.
 3. UCI: UL has not reached out. AUL has also not followed up. UCI does grant exceptional PI status. Librarians must undergo training with IRB and be certified for research involving human subjects.
 4. UCLA: UL has not reached out.
 5. UCM: UL attended the last member meeting where issue came up. He is supportive of PI status for Librarians.
 6. UCR: UL has not reached out. Hope to bring it up on next quarterly membership meeting.
 7. UCSD: UL is supportive of PI status for Librarians. Working on 2 things: documenting current process that allows Librarians to submit non-funded IRB proposals; charge local R&PD committee with clarifying the criteria that will be used within the library to inform conversations about when it's appropriate to seek funding and whether Librarians or library staff will serve as PI or co-PI.

8. UCSF: Librarians have PI status.
9. UCSB: UL does grant exceptional PI status; is working on better documenting processes.
10. UCSC: UL has not reached out. Has been supportive of granting exceptional PI status.

5. Round Robin: Highlights and issues from the campuses

a. UCB (S. McElrath)

- i. Held our fall assembly on November 17. In breakout sessions, we discussed strategies for reducing burnout and improving the onboarding and review processes for new employees. One of the suggestions was to hold a mixer for new librarians which we hope to implement this spring as perhaps an outdoor activity.
- ii. Flexible work agreements for all library staff will be renewed through August 7, 2022.
- iii. The Head of our Life Sciences Division is leaving at end of month.
- iv. LAUC-B's Research and Professional Development Committee hosted an event on professional development during a pandemic.

b. UCD (M. Polchow for M. Livas)

- i. Membership Assembly upcoming on Dec. 15.
- ii. LAUC-D Program Lightning Rounds held 12/7.
- iii. Recently received final draft of Library's 5 Year Strategic Plan at request of LAUC-D to provide comments.
- iv. Law Librarian position posted.

c. UCI (S. Liu)

- i. Fall Quarter membership meeting took place virtually on 11/30: majority of the time was devoted to breakout sessions on timely and needed topics: effectiveness, care and self-care, leadership, current trends; main action from the meeting is investigating with EB how to host informal in-person hangouts (once a quarter) as per member request
- ii. Library recruitments: two librarian positions ([Assistant/Associate University Librarian for Public Services, Head of Education & Outreach](#), subject responsibilities TBD), five staff positions across library departments.
- iii. Quarterly dialogs scheduled between UL and LAUC-I Chair & Vice-Chair.

- d. UCLA (R. Green for D. Hunter)
 - i. Fall meeting included a Q&A with the UL, including questions about peer review.
- e. UCM (R. Gourevitch for O. Olivares)
 - i. Currently recruiting for [Associate University Librarian for Research & Engagement](#).
- f. UCR (J. Reyes)
 - i. Interviews are underway for Director of Teaching and Learning.
 - ii. Telework agreements for all library staff will be renewed for Winter quarter.
 - iii. The LAUC-R Executive Board is discussing the logistics of creating an ad hoc committee regarding documentation procedures, and long-term memorialization of librarians who have passed away. Input from other divisions on either of these topics would be welcome.
- g. UCSD (L. Schwartz)
 - i. Three active Librarian recruitments: [Electronic Resources and Serials Librarian](#); [Program Director, Collection Development and Management](#); [Head of Digital Object Metadata Management](#).
 - ii. Geisel Library construction is well underway.
- h. UCSF (A. Deardorff)
 - i. We are excited to welcome a new librarian; Nora Franco is our new Clinical Research Librarian.
 - ii. We had a very chill LAUC social hour this month; just a casual group hang over Zoom. Our goal is to do this once a quarter.
- i. UCSB (M. McTear)
 - i. We held our first membership meeting of the year on Dec. 10th.
 - ii. We continue work on incorporating recommendations from last year's Special Task Force on Violence and Racism Towards People of Color. The LAUC-SB Executive Board and committees are reviewing bylaws and procedures to better align with the recommendations.
 - iii. We welcomed the new Director of Research & Engagement, Christina Hwang, on Nov. 1st.
- j. UCSC (D. Story)

- i. Two librarian searches (STEM Librarian and Community Archivist) recently concluded successfully. Two more searches on the near horizon focused on research support services.
- ii. Brown-bag panel on librarians and scholarly publishing upcoming in Winter quarter. Will probably be held during Zoom.

6. Committee Reports

- a. Committee on Research & Professional Development (M. Moore; report submitted in absentia)
 - i. Received 6 applications for grants: 3 research grants and 3 mini-grants.
 - ii. Receiving many requests for extensions due to the pandemic.
 - iii. Draft survey questions will be emailed to EB for review and feedback.
- b. Committee on Professional Governance (I. Wang; report submitted in absentia)
 - i. On Special Charge 1 (standing committee rebalancing and succession planning): I have developed a number of scenarios and plan to contact the individuals involved to narrow down the potential recommendations. The committee will aim to produce a final set of recommendations for the EB's consideration. Any resolution of these matters should be addressed by April (or at the latest by June) so that the local Nominating/Elections committee(s) can be apprised of the LAUC committee needs for the coming cycle of appointments. None of the recommended changes will require Assembly action
 - ii. On Special Charge 2 (review of Bylaws and Standing Rules): I have identified four areas of the Standing Rules needing updates and drafted proposed revisions. Subcommittees within CPG will review the proposed revisions and anticipates producing a final set of recommended revisions for Ex. Board's consideration by June. None of the recommended changes will require Assembly action.
 - iii. On Special Charge 3 (PI status project): as previously reported we have a subcommittee ready to consult with RPD on any survey matters; they have not received any updates yet.
- c. Committee on Diversity, Equity, and Inclusion (J. Reiswig)
 - i. December meeting was canceled.
 - ii. Subgroup working on charge to gather information from campuses about DEI-related positions.

- d. Nominating (M. Brennan)
 - i. Committee has met for the first time; will meet in January to put together the call for nominations.
 - ii. Will reach out to UCB, UCD, and UCSC about recruiting from Northern campuses.
- e. Communications Committee (M. Christensen)
 - i. Testing for LAUC statewide email list is almost complete.
 - ii. Committee is discussing promotion of website, Slack, and social media tools, including how to encourage people to engage with them and connect with colleagues across all campuses.
 - iii. News items (such as published articles, etc.) can be sent in via the [contact us](#) form to be included in the newsletter.
ACTION: Division chairs, please ask your members if you'd like for a campus Slack channel to be created for you.

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)
 - i. Should LAUC ask for time to speak at the meeting?
 - ii. CDL director (G. Weibel) brought up having difficulty staffing CDL. Issue came up about hiring out of state people and what that would entail.
 - iii. Unclear what future of CDL collections budget will be; hopefully budget will be reinstated.
 - iv. Meeting minutes will be available at this [link](#).
- c. SCLG – Shared Content Leadership Group (B. Quigley)
 - i. Official minutes from SCLG meetings are available at <https://libraries.universityofcalifornia.edu/sclg/meetings>.
 - ii. Minutes for September and October have been posted. Discussions included the new arXiv membership model, several other OA proposals, new appointments to the STAR Team, and CoUL requests for recommendations from SCLG on future purchases of perpetual

rights for ScienceDirect journal content and on cost share models for transformative agreements.

- iii. Please contact B. Quigley if you have any questions or issues to raise with SCLG.
- d. SLFB – Shared Library Facilities Board (C. Busselen)
No report
- e. DOC – Direction and Oversight Committee (C. Johnson)
 - i. November 16, 2021
 1. DOC reviewed statistics with regards to staff involved with the next phase of SILS (post Phase 4) 97 members.
 - 6 members have multiple roles (a significant decrease from phase 4)
 - 23 new-to-SILS members (22% of the cohort)
 - Every group has at least 1 new-to-SILS member. The group with the most new members is Fulfillment with 6, followed by Resource Sharing with 5, and Discovery with 4.
 2. Judy Consales, from UCLA, provided a brief overview of activities at UCLA, including that they are still very cautious and have not yet opened the libraries to non- affiliates. They hope to broaden access in January 2022. She also reported that UCLA will be advertising for a new position, “Library Director of Organizational Culture, Equity, Diversity and Inclusion.” UCLA has also purchased the Ex Libris product Leganto to use with Canvas for course reserves.
 3. Donald Barclay, from UC Merced, provided an update of UC Merced, focusing on their work to create an archive on the Central Valley and Sierras.
 4. Salwa Ismail, from UC Berkeley, provided information about the ILL Courier Service, which has been problematic. As the DOC liaison she has been working with the UC Team involved with the Courier Service to document the problems and communicate regularly with the company about the issues the libraries are experiencing.
 5. Discussion about the Collaborative Tools Subcommittee. CoUL approved the Charge in August 2021. Movement didn’t immediately occur to fill the membership of this subcommittee because staff across the UC libraries were

already spread too thin. Now Roger Smith (UCSD) will be the DOC Liaison to the group and it looks like they have now been able to appoint members.

ii. December 7, 2021 (short meeting)

1. DOC spent a few minutes expressing their appreciation of Felicia Poe's work on DOC. Felicia is stepping off DOC and Sarah Houghton will join DOC as the CDL representative.
2. DOC discussed the SCLG's revised DEI Commitment Statement. SCLG revised their original statement after DOC provided feedback.

f. CoUL (R. Green)

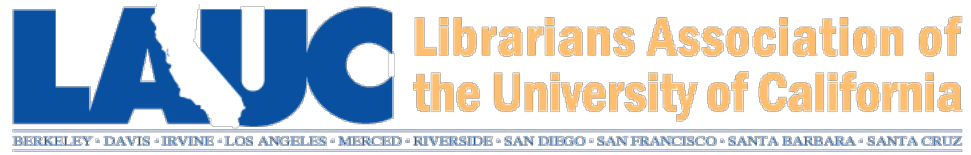
No report

8. New/Continuing Business (R. Green)

a. Spring Assembly planning

- i. Current committee roster: M. McTear, R. Green, S. Liu, M. Moore, C. Busselen, Kristen LaBonte (UCSB)
- ii. Tentative Date: week of March 14 (avoiding Cesar Chavez day the following week). Please confer with your divisions to make sure that week works, particularly for delegates. Did anyone not yet confer, and/or are there any major conflicts?
- iii. Funding: reimbursement for travel expenses for delegates and EB members. We should make scholarships/grants available for a select number of newer LAUC members.
- iv. In-person attendance: for safety reasons, do we want to limit the number of in-person attendees (even those for whom funding isn't an issue, e.g. nearby campuses)?
 1. Yes, for safety reasons, we want to reduce density and limit attendance to EB members and delegates.
 2. In order to be as inclusive as possible, R. Green will look into the possibility of the ten campuses hosting remote group viewing events.
- v. Representatives/delegates: the census dictates the number
 1. Once you know who will represent your campus, please list their names/roles in the chart on this page:

<https://ucla.box.com/s/bmkwr62x11koexvnetzddpuj8pw3>



- b. Next meeting: we will skip January and reconvene on February 14, 2022.
- c. Thanks for all the amazing collaboration in 2021! Happy Almost New Year!

12:00 Adjournment