

**LAUC Executive Board Meeting Minutes
Monday, October 09, 2023
10:00 AM – 12:00 PM**

Attendees: Danielle Kane (President); Jennifer Nelson (President-Elect; R&PD Chair); Mary-Michelle Moore (Past President); Amy Roberts (Parliamentarian); José Adrián Barragán-Álvarez (UCB Chair); Megan Van Noord (UCD Chair); Hector Perez-Gilbe (UCI Chair); Jessica Kruppa (UCR Chair); Elizabeth McMunn-Tetangco (UCM Chair); Stephanie Labou (UCSD Chair); Edith Escobedo (UCSF Chair); Marti Kallal (UCSB Chair); Annette Marines (UCSC Chair); Matt Conner (CPG Chair); Marcia Barrett (Diversity Chair); Becky Imamoto (DOC); Michelle Polchow (SLASAC); Teresa Mora (SLFB); Lisa Spagnolo (SCLG)

Absent: Catherine Busselen (Secretary); Rachel Green (Parliamentarian); Renee Romero (UCLA Chair); Reid Otsuji (Co-Web Manager; Communication Chair); Abigail Pennington (Co-Web Manager)

Called to order by D. Kane at 10:05 AM

1. Recording Reminder
2. Meetings are recorded for use when creating minutes. The meeting recording is kept until the minutes have been approved, and then the recording is deleted.
3. Roll Call (D. Kane)
4. Acknowledgement of Indigenous People's Day (D. Kane)
 - a. Acknowledged that the meeting is being held on Indigenous People's Day (October 10).
5. Secretary's Report (C. Busselen)
 - a. Minutes of September 11, 2023 were approved with minor corrections.
6. Old/Continuing Business
 - a. Task Force on Academic Status Update
 - i. D. Kane appointed/reappointed Ann Glusker, Elizabeth McAulay, Diane Mizrachi, Robert Rosas, Haiqing Lin, Ruth Gustafson, and Michelle Potter to the Task Force on Academic Status.
 - b. Co-Webmanager/Communications Team
 - i. D. Kane appointed Abigail Pennington as Co-Web Manager and Vice-Chair of the Communications Team.
 - c. Nominating Committee
 - i. D. Kane appointed Melissa Beuoy (UCI) and Charlotte Daugherty (UCB) to the Nominating Committee. Mary-Michelle Moore is the Chair of the Committee.
 - d. Call for additional volunteers
 - i. A third call will be going out for a News and Social Media Coordinator.
7. Committee Reports
 - a. Committee on Research & Professional Development (J. Nelson)

- i. First call for LAUC Research Grant proposals went out to the LAUC Statewide listserv on 10/2/2023.
 - ii. Planning for the first Statewide R&PD committee meeting currently underway.
 - b. Committee on Professional Governance (M. Conner)
 - i. CPG will develop a meeting schedule and will begin by discussing details of the specific charge and continuity from last year's work.
 - c. Committee on Diversity, Equity, and Inclusion (M. Barrett)
 - i. Specific charges for 2023/2024:
 1. Review and discuss previous LAUC diversity surveys, and make a recommendation as to whether a diversity survey should be conducted again, or if there are other ways of assessing diversity and inclusion efforts among UC librarians.
 2. Develop an environmental scan of LAUC librarians with the aim of creating an end-of-year deliverable to be shared with LAUC Membership that will help the committee make recommendations of support available or should be solicited to help LAUC librarians.
 - d. Nominating (M. Moore)
 - i. Committee members are now in place, including both North and South campus representation. The next step will be to begin to figure out how to get a slate of candidates for the election.
 - e. Communications Committee (R. Otsuji)
 - i. No report.
- 8. Reports from Committee Representatives
 - a. SLASIAC - Systemwide Library and Scholarly Information Advisory Committee (M. Polchow)
 - i. FY24 schedule has been calendared: December 1, 2023 – Fall Meeting; March 8, 2024 - Winter Meeting; May 8, 2024 – Spring Meeting
 - b. UCOLASC - University Committee on Library and Scholarly Communication (D. Kane)
 - i. First meeting will be held in November.
 - c. SCLG – Shared Content Leadership Group (L. Spagnolo)
 - i. Since the September LAUC Executive Board meeting, SCLG met on September 22nd.
 - ii. Official minutes from SCLG meetings are posted on the [SCLG Meetings page](#)(note that several are not yet posted).
 - iii. Highlights from the 9/22 meeting include:
 1. SCLG is starting to discuss the management of [Tier 2s](#), including the [Resource Liaison](#) program. There has been a lot of turnover of RLs across the campuses, and some resources needing to be represented. CDL is also examining its coordination efforts. The goal of discussion and program is how to have resources supported sufficiently while being mindful of staffing resources across CDL and campuses.
 2. Mary Ann Liebert is being proposed to modify from a Tier 2 to a Tier 1. Data is being gathered to review.
 3. The augmentation budget proposal is making its way through the approval process. CDL will then begin to work on the resource list.
 4. CDL updates on renewals and negotiations.
 - d. SLFB – Shared Library Facilities Board (T. Mora)
 - i. No report.

- e. DOC – Direction and Oversight Committee (B. Imamoto)
 - i. Meeting minutes are posted [here](#). B. Imamoto noted that these were outdated but the committee has now updated the page.
 - ii. September 5, 2023 meeting:
 - 1. Reviewed a draft of a charge for DOC Funding Allocation Subgroup and made small revisions.
 - 2. Examined CoUL’s Priorities for FY23-24.
 - iii. September 19, 2023 meeting:
 - 1. Discussed UC Libraries Collaborative Work Tools Project Team Report, DOC can appoint a liaison.
 - 2. Heard about the CoUL meeting on September 11-12, held at UCSD. Got brief updates reported from three DOC subgroups: DOC Liaison Roles and Responsibilities, DOC Funding, and Shared Services. B. Imamoto has been appointed to the Shared Services subgroup.
 - 3. UCD Campus Update:
 - a. Improvements to library spaces
 - b. Academic Success – grad student research prize, partnership with the campus bookstore.
 - c. Advancing Research – data ethics training
 - d. Collections – paid internships on systemic inequities
 - e. Organizational Structure – higher level DEI position being formed.
 - iv. October 3, 2023 meeting:
 - 1. B. Imamoto was on vacation, missed meeting. Notes have not yet been posted.
 - f. CoUL (D. Kane)
 - i. D. Kane and J. Nelson met with CoUL for about 30 minutes on September 12, 2023 to share D. Kane’s goals for LAUC this year: update LAUC website for security and accessibility, determining hosting solution, continuation of the ad hoc Task Force on Academic Status, continue to monitor percentages of people asking for article processing charges to be covered versus proposing research projects from R&PD and the best way to manage those requests. CoUL seemed receptive to the goals. Quarterly meetings have been set up with the Chair fo CoUL, Chris Shaffer.
 - ii. A question was asked regarding how CoUL/Chris thinks shared governance applies to LAUC. It was noted that LAUC is an “advisory” body and not part of the “shared governance” structure. There is still a desire to understand how CoUL/Chris views our “advisory” role. D. Kane asked that the specific question be emailed to her so that she can bring it to their discussion in December.
ACTION: Member who asked question (identified as 1831**255 in meeting transcript) email the question that they would like D. Kane to ask at December meeting with C. Shaffer.**
9. New Business (D. Kane)
- a. UCSD is interested in hosting a LAUC Happy Hour at ALA, which is being held in San Diego this June. They are wanting to get a sense of ho many LAUC members plan on attending ALA and, also if any members that are not attending ALA would be interested in attending a Happy Hour

in San Diego at that time. It would be open to all LAUC members, not just those attending ALA. Additionally, wondering if this is something that LAUC Statewide would want to contribute to financially to help supplement whatever UCSD is able to support. Just trying to get a sense of the numbers at this point.

ACTION: A poll will be sent out to get a sense of who might be attending ALA or would attend the Happy Hour independent of ALA. Campus chairs, ask your division members to reply to the poll.

10. Round Robin: Highlights and issues from the campuses

- a. UCB (J. Barragán-Álvarez)
 - i. Planning their fall assembly for some time in November. They will be discussing and expanding on a set of library values that they came up with in the 2022-2023 year. They plan on getting these into a final report to be shared out with Statewide at some point.
 - ii. Deep in the process of finding a new University Librarian.
- b. UCD (M. Van Noord)
 - i. On campus interviews for Arts, Humanities, and Social Sciences Librarian taking place. LAUC-D has 45 minutes with each candidate.
 - ii. No updates re. University Librarian position – Bill Garrity is interim UL.
 - iii. Library had a budget update at Library Town Hall – campus has a structural deficit that impacts the library. No discussion of layoffs, but collections budget is being reduced and may impact future hiring.
- c. UCI (H. Perez-Gilbe)
 - i. The executive board met with the UCI business office to go through a training on how to manage all requests and submit any paperwork regarding the use of the LAUC funds.
 - ii. Executive Board meetings and membership meetings have been scheduled.
 - iii. Have had a couple of interim positions that are now being filled.
- d. UCLA (R. Romero)
 - i. New University Archivist started last week.
 - ii. Statewide Assembly Task Force: Plan to convene within the next couple of weeks.
- e. UCM (E. McMunn-Tetangco)
 - i. Have been creating templates to make their processes smoother and to bring them in line with their actual practices.
 - ii. Updating their website documentation, especially their LAUC documentation.
- f. UCR (J. Kruppa)
 - i. Have had about six job postings for the 2023 year; two have failed.
 - ii. Have a number of projects that past boards have started, like fixing their LAUC website, but some may need to be put on hold in order to ensure that their basic LAUC business gets done.
 - iii. Lingering vacancies on the Executive Board and in various committees is an issue they have been unable to fill even with some folks taking on 3 or 4 roles. They are trying to figure out how they can limp along while staying within the bylaws.
- g. UCSD (S. Labou)
 - i. Of 6 postings in 2023 so far: 3 failed, 1 hired, 2 TBA
 1. All interviews have been remote; looking into potential onsite component
 - ii. Planning a LAUC-centric event for ALA, which will be in San Diego June 27 – July 2, 2024

- h. UCSF (E. Escobedo)
 - i. Librarians and staff completed a “Be Smart about Safety” training series last month.
 - ii. The Director of Education and Clinical Research Services position was filled. Holly Thompson started last week.
 - iii. Interviewing for a Digital Archivist position.
- i. UCSB (M. Kallal)
 - i. Four librarian positions in interview and/or decision stage
 - 1. East Asian Studies Librarian
 - 2. Collection Strategist Librarian
 - 3. Teaching & Learning Librarian (x2)
 - ii. Four librarian positions in the Request to Fill stage
 - iii. One librarian position was posted in September, posting being modified
 - 1. Systems Librarian for Technical Services and Associate Director
- j. UCSC (A. Marines)
 - i. Library news:
 - 1. Santa Cruz started the year with new librarians; Martha Stuit previously updated LAUC on these new positions; they were included in the latest LAUC census count. Recruitment is expected for soc sci librarian (failed); undergrad engagement (person left)
 - 2. UL Cowell is invested in the White House campaign for the Year of Open Science. She launched a committee that includes ITS, the office of Research and a consultant. We celebrated the kick off at a small event with faculty and ITS and office of research staff. The same week, [UCSC hosted the UC Open Science Symposium](#).
 - ii. Divisional news:
 - 1. Our local transition meeting was held last month after the statewide meeting; the next meeting is tomorrow
 - 2. Chair is still analyzing LAUC membership Focus Group data
 - 3. Chair held an overview meeting for new members and to promote volunteer opportunities.
 - 4. Upcoming divisional programs: RPD event, CAPA series of review workshops, The executive committee will need to reimagine the membership meeting now that the CAPA workshop is decoupled from it

The meeting was adjourned by D. Kane at 11:31 AM