



LAUC Executive Board Meeting Minutes

Monday, August 12, 2024

10:00 AM – 12:00 PM

Attendees: Danielle Kane (President); Jennifer Nelson (President-Elect; R&PD Chair); Catherine Busselen (Secretary); Rachel Green (Parliamentarian); José Adrián Barragán-Álvarez (UCB Chair); Megan Van Noord (UCD Chair); Hector Perez-Gilbe (UCI Chair); Renee Romero (UCLA Chair); Elizabeth McMunn-Tetangco (UCM Chair); Jessica Kruppa (UCR Chair); Stephanie Labou (UCSD Chair); Edith Escobedo (UCSF Chair); Marti Kallal (UCSB Chair); Annette Marines (UCSC Chair); Reid Otsuji (Co-Web Manager; Communication Chair); Matt Conner (CPG Chair); Becky Imamoto (DOC); Lisa Spagnolo (SCLG)

Guest: Marlayna Christensen (Records Coordinator)

Absent: Mary-Michelle Moore (Past President); Abigail Pennington (Co-Web Manager); Marcia Barrett (Diversity, Equity, and Inclusion Chair); Michelle Polchow (SLASIAC); Teresa Mora (SLFB)

The meeting was called to order by D. Kane at 10:07 AM

1. Recording Reminder
2. Roll Call (C. Busselen)
3. Announcements
 - a. Committees, please determine your incoming chairs and notify the officers – we need to invite them to the afternoon portion of the transition meeting.
 - b. Transition meeting will be on September 9 at our usual day/time for outgoing board: please prepare final reports and place them in the Reports folder on Box, divisional chairs prepare to share final remarks.
4. Secretary's Report (C. Busselen)
 - a. Approval of July 8, 2024 Minutes:
<https://ucla.box.com/s/u06fx1ncxglc06qi7rol615pb6yhonsi>
 - b. Divisions should send me the names of their incoming elected officers, especially chair, vice-chair and secretary, and 2024/2025 campus representatives to CPG, Diversity and R&PD.
 - c. Statewide elections took place through Friday, results including number of votes at each division for each position should be sent to me no later than August 14 (earlier is fine).
 - d. The annual census is coming up on September 1. Each division will need to report the number of LAUC members that they have on September 1st (not lines,

actual people). The number of delegates for each campus is based on the census number.

- i. From the LAUC Bylaws Article III. Membership. Section 1. Membership in LAUC shall consist of:
 1. All persons in the University holding appointments at half time or more in the librarian series, or in any one of the following academic titles in conjunction with their respective academic title codes: Associate University Librarian, Assistant University Librarian, Law Librarian, Associate Law Librarian, Assistant Law Librarian, or in the same series or titles in an acting capacity.
 2. Each University Librarian or the same in an acting capacity.

5. Old/Continuing Business

- a. Update on website migration plan, eScholarship, and LAUC Grants Table (D. Kane)
 - i. Wild Apricot will come from next year's Presidential budget.
 - ii. D. Kane has created a Google Spreadsheet for the LAUC Grants Table including a data dictionary and some data validation included to assist with consistency.
 - iii. D. Kane has had some initial conversations regarding how to get eScholarship going. She will continue on this prior to the transition.
- b. LAUC Principles of Community (M. Barrett)
 - i. https://docs.google.com/document/d/1KcRtk7BVPHYqlaV1MttcE4NE8sGd3D5VVtVe_ihPGR4/edit?usp=sharing
 - ii. Discussion was held.
 - iii. S. Labou motioned to accept the suggested revision to the LAUC Principles of Community and to adopt as our new LAUC Principles of Community; seconded by J. Nelson.
 - iv. The motion passed unanimously.
- c. LAUC Grant Eligibility Discussion: (J. Nelson)
 - i. <https://docs.google.com/document/d/1ReqtTKq4AV8DpouVCszR4h0ydPv5KkuWSVFahZgXKuc/edit>
 - ii. Discussion was held.
 - iii. J. Nelson motioned to adopt the new eligibility criteria and revised procedures; seconded by H. Perez-Gilbe.
 - iv. The motion passed unanimously.

6. Committee Reports

- a. Committee on Research & Professional Development (J. Nelson)
 - i. End of Funding and Annual Reports have been submitted by every grant recipient going back 5 years, except for two.
- b. Committee on Professional Governance (M. Conner)
 - i. Has not been successful at finding a chair for 2024/25 yet.
- c. Committee on Diversity, Equity, and Inclusion (M. Barrett)
 - i. Discussed changes to the committee [Activities and Resources site](#).

- ii. Agreed on new categories for the first section, including examples to remove and examples that need further information.
 - iii. Decided to not retain the [Case Studies](#) section.
 - d. Nominating (M.-M. Moore)
 - i. Ballots went out, thanks to Catherine and the divisional secretaries (or others) for getting the ballot out.
 - e. Communications Committee (R. Otsuji)
 - i. We have a new Wild Apricot trial account where we can start building our site.
 - ii. We will request an invoice from WA in early September.
 - iii. At our next committee meeting, we plan to flesh out the migration plan and site layout.
 - iv. Please review current site pages.
 - v. Any announcements for social media can be sent to the Social Media Coordinator, Stephanie.
 - 1. Facebook, X, etc.
 - 2. Social media links will be added to our website, as well.
- 7. Reports from Committee Representatives
 - a. SLASIAC - Systemwide Library and Scholarly Information Advisory Committee (M. Polchow)
 - i. No report.
 - b. UCOLASC - University Committee on Library and Scholarly Communication (D. Kane)
 - i. D. Kane sent incoming President, J. Nelson's, contact information and requested an update to their membership page.
 - c. SCLG – Shared Content Leadership Group (L. Spagnolo)
 - i. Since the last LAUC Executive Board meeting, SCLG has met twice, on July 12th and August 9th. The July 26th meeting was cancelled. Official minutes from SCLG meetings are posted on [the SCLG Meetings page](#) (note that several are not yet posted).
 - ii. The new SCLG Chair is Roger Smith (UCSD).
 - iii. Highlights include:
 - 1. JSTOR DDA Program: deposit replenishment, transition to GOBI for management. Message for distribution went out via SCLG member on July 24th.
 - 2. Tier 2 subgroup continuing work on “issues” survey from feedback, interim short survey regarding resources that may need new representative soon.
 - 3. Proposed review of Tier 1s for planning.
 - iv. CDL updates on licensing and renewals.
 - 1. See the [New and Continuing Resources and OA Investments for FY 2023-24](#) page, noting the initial “explainer” language regarding funding source and process.

2. Establishing process for deliberating on augmentation budget and candidates.
 3. CDL welcomed Nika Worth as the new Shared Print Analyst on July 8. Please see the [announcement](#) for more details.
 4. Current renewals in progress.
- d. SLFB – Shared Library Facilities Board (T. Mora)
- i. Final meeting of the academic year was held on June 18
 - ii. Kathryn Olmstead, Academic Senate representative cycling off
 - iii. Endorsed SLFB Action Plan for Managing Deposits as a System: RLF deduplication efforts will be pursued and advanced within existing budgets.
 - iv. SLFB endorsed the proposal to leverage the JACS shipping service to support cross-regional shipping of regular deposits in FY24/25.
 - v. SLFB Steering Committee will revise the draft RLF Annual Priorities document for board review in September.
 - vi. Steven Mandeville-Gamble (UCR) is incoming Chair of SLFB; Athena Jackson (UCLA) incoming Vice Chair/ Chair-elect.
- e. DOC – Direction and Oversight Committee (B. Imamoto)
- i. July 16, 2024 meeting canceled as not enough members of DOC steering committee were available to create an agenda.
 - ii. August 6, 24 meeting. Becky was unable to attend as on vacation. Minutes have not yet been approved or posted.
- f. CoUL (D. Kane)
- i. Lorelei Tanji (UCI) incoming Chair.
 - ii. Scheduling quarterly updates with LAUC Chair for 24/25 is in process.
8. New Business
- a. LAUC's Advisory Role in the University of California Library Advisory Structure (UCLAS) (M. Conner)
 - i. <https://ucla.box.com/s/vawdrkcschny23ty7ip2poe7yly031u>
 - ii. Question came up about how the addition of a LAUC liason is determined for new groups (i.e. SILS).
9. Round Robin: Highlights and issues from the campuses (not read during meeting)
- a. UCB (J. Barragán-Álvarez)
 - i. Samantha Teremi, will start in her new role as Licensing Librarian within Scholarly Communication and Information Policy (SCIP) on August 1.
 - ii. Announcement regarding the Deputy Director at The Bancroft Library to be made this week.
 - iii. Interviews held: Science Instruction Librarian
 - iv. Upcoming interviews: Public Health & Optometry Librarian; Digital Collections and Metadata Librarian (Bancroft)
 - v. LAUC-B's Research & Professional Committee conducted a survey on the use of professional development funds. The findings will be reported in September.

- b. UCD (M. Van Noord)
 - i. Open Recruitment - STEM (Science, Technology, Engineering and Math) Librarian
 - ii. Sadie Davenport has been appointed Health Sciences Librarian at Blaisdell Medical Library, effective Tuesday, October 1, 2024
 - iii. Reviewing Regulations of the Academic Senate, Chapter 3. Persons in Charge of Courses to see if it may allow librarians to teach undergraduate courses without needing a joint appoint. "Professors, professors in residence, professors of clinical ____ (e.g., medicine) and adjunct professors of any rank, instructors, instructors in residence and adjunct instructors, and lecturers may give courses of any grade. Persons holding other instructional titles may teach lower division courses only, unless individually authorized to teach courses of higher grade by the appropriate Committee on Courses or Graduate Council."
- c. UCI (H. Perez-Gilbe)
 - i. The Digital Scholarship Services (DSS) department has recruited Tiffany Esteban from the University of Florida as the new Digital Scholarship Librarian starting September 23rd.
 - ii. UCI's search for a Research Librarian for the Biological Sciences position started. The application period is closed, and the review of applications has already begun.
 - iii. LAUC election at UCI was delayed for a brief period due to confusion about the process. UCI had LAUC email delivery issues. All issues were resolved and election results were reported on time. Email issues were identified and resolved.
 - iv. UCI Office of Research canceled the renewal of Elsevier's SciVal, a statistical metrics tool for publication output. The toll worked in sync with Scopus. No official communication of the decision's reason.
 - v. UCI Librarians participating in the UCI Libraries Evidence Synthesis Service is interested in knowing any interest from other librarians in the UC campuses currently working or interested in working on these types of research and interested in participating on a CKG dedicated to SR, please reach out to Carrie Cullen at UCI cacullen@uci.edu
- d. UCLA (R. Romero)
 - i. Final/Transition Meeting: August 23rd
 - 1. Ad Hoc Committee to Revise the Peer Review Process has met a couple of times. Continuation of work of previous ad hoc committee reviewing the peer review process.
 - ii. Open Recruitments:
 - 1. Digital Collections Librarian, Clark Library
 - 2. Director of Arts, Music, and Powell Libraries
 - 3. Ethnomusicology Archive Librarian
 - 4. Team Leader for Collection Management, LSC
 - 5. Team Leader for Processing and the CFPRT, LSC

6. Special Collections Digital Archivist, LSC

- e. UCM (E. McMunn-Tetangco)
 - i. Discussion of committee appointments / re-assigned these for next year.
 - ii. Decided to add a librarian to the Non Senate Academic Council at UC Merced.
 - iii. Safety training on Thursday; all library staff will work from home.
- f. UCR (J. Kruppa)
 - i. New Metadata Librarian hired.
 - ii. In early stages of interviews for Assessment Librarian position.
 - iii. Had no nominations for LAUC Chair of VC/CE so used write-in to get candidates and will hold a special election.
- g. UCSD (S. Labou)
 - i. Two new Librarians hired and starting in early September: (1) Social Sciences Librarian; (2) Arts & Humanities Collection Strategist, Music Librarian
 - ii. All other Librarian vacancies, including other posted positions, are paused for at least 6 months due to recent budget cut of 8% (\$3.3 million). Primary cost savings is 10 FTE reduction permanently, many of which are going to be from Librarian roles, since those are the current vacancies.
 - iii. LAUC-SD working group has been putting together a proposal for better documenting and communicating about interim roles. No new policy, just better shared understanding across programs in library and advocating for more regular check-ins about how interim duties are impacting core job duties.
- h. UCSF (E. Escobedo)
 - i. Records and Accessioning Archivist interviews conducted last week.
 - ii. User Experience Designer interviews are still being conducted.
 - iii. All staff meeting held last month – Library Retreat 2025.
- i. UCSB (M. Kallal)
 - i. UL Kristin Antelman's last day was July 31.
 - ii. Deputy University Librarian, Alan Grosenheider, will be serving as the Interim UL until a new hire is made.
 - iii. Seven librarian recruitments in process, plus one new Request to Fill being routed for approvals.
 - iv. New Teaching & Learning Librarian started mid-July.
- j. UCSC (A. Marines)
 - i. Library wide strategic planning event with small group work facilitated by De'Etta Jones and Associates.
 - ii. Campus Budget discussions focusing on not taking on more work.
 - iii. Upcoming interviews for Dolores Huerta Foundation Project Archivist.
 - iv. Exploratory informal survey of divisional LAUC review calendars, pros/cons of when they happen for campuses.

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

