



OFFICE OF THE LAUC PRESIDENT

September 29, 2016

LAUC Committee on Professional Governance
Librarians Association of the University of California

TO: Michael Yonezawa, Chair, LAUC Committee on Professional Governance
FR: Dana Peterman, LAUC President
RE: 2016-17 Charge, LAUC Committee on Professional Governance

I am pleased to appoint you 2016-17 Chair of the LAUC Committee on Professional Governance for a term commencing October 1, 2016 and ending September 30, 2017.

Administrative Structure

Please note that LAUC Committees fall under LAUC Executive Board purview. The LAUC President sets overall priorities for committee work by means of the committee's charge. The primary duty of each LAUC committee is to fulfill the charge given to it by the LAUC President. Once a committee's charge has been fulfilled, the committee may address other issues, with the approval of the LAUC President.

Committee Background and Significance

For LAUC, the term "professional governance" primarily relates to issues regarding peer review and the status of librarians at the University of California. LAUC represents all UC librarians, both managers and non-managers. Committee members have the significant responsibility to represent the views and needs of the entire membership.

General Charge

For 2016-17, the Committee is charged with fulfilling its standing charge, Article VIII. Section 1.e.1 (approved by UCOP March 23, 2009):

- a. Advise the President and the Executive Board on issues that affect librarians, peer review, and other professional governance issues.
- b. Serve as a review body for Divisions who may request evaluation of local peer review procedures.
- c. Serve as a Bylaws review committee for proposed changes to the LAUC Bylaws and Standing Rules. Be available to review the Divisions' Bylaws for consistency with the LAUC Bylaws and Standing Rules, and to consult with Divisions on request.
- d. Address other subjects at the request of the President and consider and develop recommendations on matters of librarian professional governance.

Specific Charges for 2016-17

1. Investigate the two or more Bylaws changes that have elicited substantial comment or concern in the past 50 years and provide editorial pieces to be published on the LAUC blog and website of not more than 500 words per article. The articles are the responsibility of the committee, but do not have to be written by its members. The committee is encouraged to seek out both past and present LAUC members for their views and/or authorship.

Timeline

The Committee Chair should report to the President any concerns surrounding meeting its charges.

The Chair of this standing committee will be expected to attend the monthly conference calls of the Board. If there is a time conflict, another member should be assigned to the call and the President or Secretary should be notified.

A preliminary status report to the President on the committee's progress is due by January 31, 2017. If the Committee wishes to engage the LAUC Assembly in April 2017 and/or general membership in discussion regarding these charges, relevant information should be provided as part of the report.

The committee shall publish articles on the website at least one week prior to the Assembly and include them as attachments to the final report.

The committee should prepare a report for presentation at the Assembly on April 20, 2017.

The committee will submit its final committee report to the President by September 12, 2017.

Reports should be submitted using the following format:

Reporting Guidelines

SUBJECT LINE: [Committee Name] Report

BODY OF MESSAGE:

TO: LAUC President

FR: [Committee Name]

RE: [year (e.g., 2016-17)] Report Name (e.g., Final Report)]

Committee Charge:

Summary of Action Items:

Body of Report with Discussion and Recommendations [formatted as motions, in keeping with *American Institute of Parliamentarians Standard code of Parliamentary Procedure*]

Names of Committee Members

Attachments (if any)

Committee Work and Meetings

Committee business should be conducted via email or through the use of other technologies, such as conference call(s) or chat, and may employ collaboration software as needed.

Committee Expenses

The current LAUC Travel and Reimbursement Policy and Procedures document is linked to the LAUC homepage. Different Divisions may handle transactions differently and Committee members should check with their local accounting officers to find out how their Division handles charges to the LAUC account.

Thank you for your service to the LAUC membership. We all very much appreciate your efforts on our behalf. Please feel free to contact me if you have questions or concerns about the Charge.

Committee on Professional Governance

Berkeley

Debbie Jan (2018)
Public Health Librarian, Public Health Library
University of California, Berkeley
1 University Hall # 7360
Berkeley, CA 94720-7360
Phone: (510)642-2511 | E-mail: djan@library.berkeley.edu

Davis

Elaine Franco (2018)
Original Cataloger, Metadata Creation, Peter J. Shields Library
University of California, Davis
100 NW Quad
Davis, CA 95616
Phone: (530) 752-9924 | E-mail: eafranco@ucdavis.edu

Irvine

TBD (2018) Vice Chair
University of California, Irvine
PO Box 19557
Irvine, CA 92623-9957
Phone: (949) 824- | E-mail:

Los Angeles

TBD (2018)
University of California, Los Angeles
Los Angeles, CA 90095
Phone: (310) 825- | E-mail:

Merced

Sara Davidson Squibb (2018)
Head, User Communication and Instruction, Library
University of California, Merced
5200 North Lake Rd.
Merced, CA 95343

Phone: (209) 205-8237 | E-mail: sdavidson2@ucmerced.edu

Riverside

Michael Yonezawa (2017) – **Chair**
Reference Librarian, Rivera Library
University of California Riverside
Riverside, CA 92521
Phone: (951) 827-2896 | E-mail: Michael.Yonezawa@ucr.edu

San Diego

Adele Barsh (2017)
Economics & Business Librarian, UC San Diego Library
University of California, San Diego
9500 Gilman Drive 0175R
La Jolla, CA 92093-0175
Phone: (858)534-1249; Fax: (858)-534-7548 | E-mail: abarsh@ucsd.edu

San Francisco

Anneliese Taylor (2017)
Library and Center for Knowledge Management
University of California, San Francisco
530 Parnassus Avenue
San Francisco, CA 94143-0840
Phone: (415) 476-8415 | E-mail: anneliese.taylor@ucsf.edu

Santa Barbara

Michael Kim (2017)
Head, Cataloging and Metadata Services, Davidson Library
University of California, Santa Barbara
Santa Barbara, CA 93106-9010
Phone: (805) 893-2866 | E-mail: mkim@library.ucsb.edu

Santa Cruz

Greg Careaga (2017)
Head of Assessment and Planning
University Library
1156 High Street
University of California, Santa Cruz
Santa Cruz, CA 95064
Phone: (831) 459-3687 | E-mail: gcareaga@ucsc