



TO: Jenny Reiswig, Chair, LAUC Committee on Diversity, Equity, and Inclusion
FROM: Rachel Green, LAUC President
DATE: October 19, 2021
RE: 2021-2022 Charge, LAUC Committee on Diversity, Equity, and Inclusion

Dear Jenny,

I am pleased to appoint you 2021-2022 Chair of the LAUC Committee on Diversity, Equity, and Inclusion for a term commencing October 1, 2021 and ending September 30, 2022.

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

Since its inception, the LAUC Committee on Diversity has focused on highlighting, celebrating, and expanding diversity within the UC libraries. In 2019, the Committee changed names to Committee on Diversity, Equity, and Inclusion to align with current prevailing practice at UC and beyond, and to ensure the recognition of the significance of equity and inclusion in the Committee's work. The committee continues to have an important role in defining and describing the benefits of a diverse community of librarians and helping the UC libraries and LAUC work towards achieving this goal. The Committee has a unique role in educating and advising the University on the need to not only recruit and retain the best and the brightest future librarians but to also consider the value of diversity, equity, and inclusion.

General Charge

For 2021-2022, the Committee is charged with fulfilling its standing charge under Article VIII, Section 1(f)(3):

1. Advise the President and the Executive Board, and serve as a resource for other committees and LAUC divisions on issues and initiatives concerning diversity, equity, inclusion, recruitment, and retention in University libraries.
2. Consider and develop recommendations and implementation strategies on matters and initiatives of diversity, equity, inclusion, recruitment, and retention in University libraries.
3. Address other subjects at the request of the President on matters and initiatives of diversity, equity, inclusion, recruitment, and retention in University libraries.

Specific Charges for 2021-2022

1. Conduct a survey of LAUC members/divisions, with particular attention to newly created roles of Diversity Officer and/or anti-racism initiatives.
2. Continue to regularly post profiles to the Meet our Members section of the LAUC website. Solicit new participants to be featured, and revise the campus rotation schedule of featured members, as necessary.
3. Continue to update and add entries to the LAUC [Diversity Resource page](#) as needed.
4. Contribute content to assist the Social Media Team in sharing content related to and useful for LAUC members and other interested stakeholders.

Timeline

As Chair of a standing committee, you are expected to attend the Board's monthly conference calls. If there is a conflict, please let me know in advance.

The Committee Call and Calendar govern the award process. The Committee will need to present a mid-year report to the LAUC membership at the 2022 LAUC Spring Assembly. The report will include information on the 2021-2022 grant awardees, as well as the current activity of the Committee. The Committee will also need to submit a final committee report to the President by September 1, 2022.

Reports should be submitted using the following format:

Reporting Guidelines

SUBJECT LINE: [Committee Name] Report

BODY OF MESSAGE:

TO: LAUC President

FROM: [Committee Name]

RE: [year (e.g., 2021-2022)]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 Sturgis]

Names of Committee Members
Attachments (if any)

Committee Work and Meetings

Committee business should be conducted via email or other technologies, such as conference call(s) or chat. The LAUC Box account should be used for saving Committee reports and working documents.

Committee Expenses

The current LAUC Travel and Reimbursement Policy and Procedures document is linked from the LAUC website. 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 Diversity, Equity, and Inclusion Roster, 2021-2022

Chair

Jenny Reiswig, UCSD

Representatives

Berkeley	Liladhar Pense (1st year, 2021-2023)	lpendse@library.berkeley.edu
Davis	TJ Kao (1st year, 2021-2023)	tjkao@ucdavis.edu
Irvine	Becky Imamoto (1st year, 2021-2023)	rimamoto@uci.edu
Los Angeles	Xaviera Flores (1st year, 2021-2023)	floresx@g.ucla.edu
Merced	Elizabeth McMunn-Tetangco (2nd year, 2020-2022)	emcmunn@ucmerced.edu
Riverside	Rachel Starry (2nd year, 2020-2022)	rachel.starry@ucr.edu
San Diego	Jenny Reiswig (2nd year, 2020-2022)	jreiswig@ucsd.edu
San Francisco	Sarah McClung (2nd year, 2020-2022)	sarah.mcclung@ucsf.edu

Santa Barbara	Heather Nisen (1st year, 2021-2023)	hnisen@ucsb.edu
Santa Cruz	Katharin Peter (2nd year, 2020-2022)	kapeter@ucsc.edu