



TO: Marcia Barrett, Chair, LAUC Committee on Diversity, Equity, and Inclusion  
FROM: Danielle Kane, LAUC President  
DATE: October 9, 2023  
RE: 2023-2024 Charge, LAUC Committee on Diversity, Equity, and Inclusion

Dear Marcia,

I am pleased to appoint you 2023-2024 Chair of the LAUC Committee on Diversity, Equity, and Inclusion for a term commencing October 1, 2023 and ending September 30, 2024.

### **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 2023-2024, 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 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.
  - Summarize some of what each campus is around DEI work and retention, highlighting needs and recent accomplishments related to DEI endeavors.
  - Make it easier for librarians to locate similarly situated colleagues across campuses if they want to connect for collaboration or mentorship with particular attention to newly created roles of Diversity Officer and/or anti-racism initiatives.

## 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 will need to present a mid-year report to the LAUC membership at the 2024 LAUC Spring Assembly. The report will include information on the committee's activities for the first half of the year, and plans for the remainder of the year. The Committee will also need to submit a final committee report to the President by September 30, 2024

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., 2023-2024)]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, 2023-2024**

#### **Chair**

Marcia Barrett, UCSC

#### **Representatives**

Berkeley	Kendra Levine (1st year, 2023-2025)	klevine@library.berkeley.edu
Davis	Unfilled	
Irvine	Adrienne Nguyen (1st year, 2023-2025)	anguyen@law.uci.edu
Los Angeles	Maggie Tarmey (1st year, 2023-2025)	mtarmey@library.ucla.edu
Merced	Elizabeth McMunn-Tetangco (2nd year, 2022-2024)	emcmunn@ucmerced.edu
Riverside	Sandy Enriquez (2nd year, 2022-2024)	sandy.enriquez@ucr.edu
San Diego	Lisa Martin (2nd year, 2022-2024)	lmm002@ucsd.edu
San Francisco	Jill Barr-Walker (1st year, 2023-2025)	jill.barr-walker@ucsf.edu
Santa Barbara	Natalee Bell (2nd year, 2022-2024)	nbell@ucsb.edu
Santa Cruz	Marcia Barrett (chair) (2nd year, 2022-2024)	barrett@ucsc.edu