Minutes: LAUC Executive Board Conference Call

Thursday, December 12, 2013 (**ACCESS: ReadyTalk; toll-free** 866-740-1260 / **Access code** 9181033#)

1:00 p.m. to 3:00 p.m.

LAUC President Nick Robinson called the meeting to order at 1:02 pm.

1. Roll Call (A. Boyd)

Present: Nick Robinson (President 2013-14), Keri Botello (Past President 2013-14), Matt Conner (Vice President/President-Elect 2013-14), Angela Boyd (Secretary 2013-14), Lynn Jones (LAUC-B), Matthew Conner (LAUC-D), Brian Williams (LAUC-I), David Cappoli (LAUC-LA), Susan Mikkelsen (LAUC-M), Michele Potter (LAUC-R), Roger Smith (LAUC-SD), Polina Ilieva (LAUC-SF), Angela Boyd (LAUC-SB), Christy Caldwell (LAUC-SC), Dean Rowan (Parliamentarian), Cynthia Johnson (SLASIAC), Susan Perry (SAG2), Angela Riggio (SAG3).

Absent: Lisa Rowlison de Ortiz (SAG1).

2. Announcements (N. Robinson)
　　1.　No announcements.

3.　Approval of 11/14/2013 minutes (A. Boyd): Approved
　　1.　**ACTION ITEM**: A. Boyd will send the 11/14/13 minutes to the webmaster to upload.

4.　Review of Action Items from November Minutes (A. Boyd)
　　1.　**ACTION ITEM**: N. Robinson will send a condolence card to Annette Marines on behalf of LAUC Exec. (DONE)
　　2.　**ACTION ITEM**: A. Boyd will send the 10/10/13 minutes to the webmaster to upload. (DONE)
　　3.　**ACTION ITEM**: S. Perry will send (SAG 2 - Access, Discovery & Infrastructure report) to Angela shortly. (DONE)
　　4.　**ACTION ITEM**: (All Divisional chairs) Contact the delegates and make sure they are aware of this April 23rd date and ask them to hold it on their calendar. (DONE)
　　5.　**ACTION ITEM**: (All Divisional chairs) Ask divisional chapters for feedback on these ideas and for more ideas (for Assembly planning). (DONE)
　　　　Current ideas follow:
　　　　　i.　Bylaws provisions that might be reported on by CPG.
　　　　　ii.　We may be able to share the "meet our members" section of the new website.
　　　　　iii.　We could check in on the new advisory structure and report on how it's working.
　　　　　iv.　Affiliated librarians may inform delegates on activities going on in affiliated libraries.
　　　　　v.　Discussion of divisional involvement in library reorganization and revisioning.
　　6.　**ACTION ITEM**: (N. Robinson) Keep Systemwide survey idea for future agenda item (RPD item). (DONE)

5.　Systemwide Committees / Appointments (N. Robinson)
　　1.　**Nominating committee (K. Botello)**
　　　　The committee had a conference call on November 15 to start our work. Using notes from the 2013 Nominating Committee, we began contacting individuals to gauge interest. The campuses eligible for both offices are: Irvine, UCLA, Merced, Riverside, San Francisco, Santa Cruz; Santa Barbara, San Diego are eligible for VP/President elect only; no candidates may be from Berkeley or Davis this election cycle. Three individuals from eligible campuses have expressed interest in discussing candidacy further. Our next conference call/or comparison of progress will be in early 2014.

6.　Advisory Groups
　　1.　**SLASIAC (C. Johnson)**
　　　　No report.
　　2.　**SAG1 -** Scholarly Research & Communication **(L. Rowlison de Ortiz)**
　　　　Lisa is absent. (No report.)
　　　　ACTION ITEM: Angela will contact Lisa for a report, if there is one.
　　3.　**SAG 2 - Access, Discovery & Infrastructure (S. Perry)**
　　　　The SAG2 group reviewed the proposed charge for an Article Delivery Service Exploration Task Force from the Collections Licensing Subgroup of SAG3, in an effort to assure discovery and delivery expertise is present on the

team and part of the charge. We're recommending more members to the UC-eLinks operations team, in an effort to expand expertise and input from usability and public service librarians. At the last meeting, we began to discuss the latest CoUL Plans and Priorities document. The first two priorities we're working on exploring and scoping are the development of a shared metadata policy, and the advancement of single sign-on for members of the UC Community for e-resources.

There will be a conference call on Friday 12/13.

LAUC Exec would prefer open calls for members to serve on these task forces, as opposed to closed appointments.

ACTION ITEM: LAUC Exec and SAG representatives will follow up with Coordinating Committee on how best to fill these task forces.

4. **SAG 3 -** Collection Building & Management **(A. Riggio)**
   SAG 3 has had two meetings since the last LAUC-EXEC Board Meeting.

   The subject of our Nov. 13th meeting involved a discussion of the NGTS POT 7/LG2 report (*Responding to the Changing Collection Development and Management Landscape in the UC Libraries: the Role of the Collections Librarian*) and the future role of the Bibliographer Groups. The report will soon be distributed to the campuses (pending CoUL approval) and feedback will be solicited with an eye to restructuring bibliographer groups and culling out the most important actionable items in the report.

   Nov. 20th meeting: Emily Stambaugh (Shared Print Manager, CDL) joined our call to talk about the Shared Print program and the two newly appointed shared print teams (Strategy Team and Operations Team). The membership has not yet been formally announced. Possible communication strategies with these teams going forward were discussed. Other items included an update from the CLS (Collection Licensing Subgroup), and a review of ongoing action items. A SAG 2 representative has been asked to join the SAG 3 Shared ILS group.

   Among the topics of discussion for our December 18th meeting: review of the UC Libraries Systemwide Plan and Priorities FY 2014-2017, NGTS Pilot Teams, updates on ongoing work.

   The Executive Board may want to provide feedback on the future role of bibliographer groups.

7. **Continuing Business**
   1. LAUC reps to SAGs: roles, responsibilities, communication procedures (N. Robinson)
      Communication procedures as it stands now: Nick gets copied on UCLAS messages and forwards them to divisional chairs. The divisional chairs then decide whether to distribute to members or not. Some duplication is ok since we, as divisional chairs, need to solicit LAUC input.
   2. LAUC Website (D. Cappoli)
      David is chairing the Subcommittee on "Meet Our Members." Suggestions were made on how to obtain content as well as how to display the content.
   3. Assembly Planning (N. Robinson, M. Conner)
      Divisional chairs sent in suggestions for assembly programs. N. Robinson grouped topics into four categories:
      1. Best practices for LAUC
         a. how have divisional LAUCs influenced library re-organizations; a number of UCs are going through this at the moment.
         b. how do divisional exec boards gather input from members and present it to library administration;
         c. how do divisional LAUCs promote the value of the library to campus constituents such as the faculty library committee
      2. Highlighting LAUC members
         a. recipients of LAUC research and presentation funds present on the work that the funds made possible;

      b.   affiliated librarians present on innovation in affiliated libraries to promote greater understanding of affiliated libraries and encourage participation of affiliated librarians in LAUC

3.   UC Systemwide updates
      a.   new UC Libraries advisory structure;
      b.   panel of new ULs discussing their ideas for UC Libraries;
      c.   UC Open Access policy implementation

4.   Issues in librarianship
      a.   many topics including big data, copyright, managing rapid change, evolving roles of academic librarians

N. Robinson suggested that since the assembly is largely attended by present and future LAUC leaders, it is a unique opportunity to discuss best practices for LAUC and to highlight the achievements of LAUC members (categories 1 and 2 above).

We need to focus on who the audience is and select topics that will be of most interest and use to them. The assembly program typically consists of a business meeting followed by topical sessions. Based on the schedules of prior assemblies, there may be enough time for 3 topical sessions (one before lunch, two after lunch).

ACTION ITEM: Continue discussion of assembly planning at next meeting in January.

4. Professional development funding and utilization (N. Robinson)
LAUC-B used survey data on out-of-pocket professional development costs to justify a request for supplemental funding. The LAUC-B survey could be modified for other campus or systemwide LAUC use.
ACTION ITEM: Lynn Jones will look into the LAUC-B survey and advise LAUC exec on next steps.

5. Impact of new MOU on local review procedures (N. Robinson)
Divisional chairs shared how the new MOU was impacting local review procedures and their members. It was suggested that LAUC Systemwide may need to coordinate local review procedures or establish statewide procedures.

8. **Campus Round Robin:**

UCB:	There's a continuing move to grab space from the Library for other departments. Most recently the campus is capturing a large area of the Doe Library currently used for student public computers and study space for a new Big Data crunching program ("data science studio") funded externally http://bits.blogs.nytimes.com/2013/11/12/program-seeks-to-nurture-data-science-culture-at-universities/?_r=0 The Business Library is also going to be losing real estate in the coming year http://blogs.lib.berkeley.edu/whats-new.php/business-library-proposal-comments-invited: books will be weeded or transferred to Doe, and the library will retain some computers and a small study space, as well as a few staff. Also, for the minutes, last time we met, I did make a suggestion about the Spring Assembly possibly highlighting some LAUC members who have done interesting research with LAUC research funds.... similar to the Fall Assembly program we just did here at Berkeley.
UCD:	
UCI:	Here at UCI, the LAUC-I Sponsored Workshop - "The 'Write' Stuff: A Workshop on Using Information Literacy Rubrics to Assess Information Literacy Traits in Student Writing" -- is this Friday, December 13, 2013, at the Newkirk Alumni Center, University of California, Irvine. Good news: It's a sell out with 60 attendees registered.

UCLA:	Library openings: • Research Informationist with the Biomedical Library - https://recruit.apo.ucla.edu/apply/JPF00080; • Law Library Head of Cataloging - https://recruit.apo.ucla.edu/apply/JPF00122; and, • Head of the Clark Memorial Library (non-circulating research library containing rare books and manuscripts) - https://recruit.apo.ucla.edu/apply/JPF00132. Held our Fall Membership Meeting on November 13th, introducing new librarians and acknowledging retired librarians. At the meeting the membership agreed to change the scope of the association's discussion list and confine it to LAUC-focused announcements and discussions since librarians and staff can now post the All Library Staff list per a decision made by the Library's Management Council. Held a program with Library Human Resources and the U.L. updating librarians on changes in the peer review process brought upon by the new contract.
UCM:	Here are the round-robin items from UCM. **a.** We are currently interviewing for a Digital Communications Librarian position. We hope to have someone in place by early March. **b.** At the end of this month we're losing a temporary librarian who has been part of our instruction team for about a year. **c.** We finally got our budget about two weeks ago. This delay has made it very difficult to do long-term planning. Our UL gave the library allocation a C+. We're hoping to do better next year. Donald Barclay is still functioning as our interim UL. We've been told that a search for a permanent UL will begin soon, but we haven't heard anything definite yet. We're trying to make sure there is someone from the library on the search committee.
UCR:	We are still in the middle of a large number of recruitments. • University and Political Papers Archivist • Electronic Resources Librarian • Business Librarian • Bio- and Chemical Engineering Librarian • Medical Librarian We have completed the AUL recruitment process, but we do not have a word yet on who was hired. We also have 4 positions opening in our Systems department, which are typically not librarian positions. Also, our Strategic Planning process is moving along. We completed all of the stages. We had a discovery phase and a dream phase. We had staff workshops, several student focus groups and 2 faculty focus groups. Now we are preparing to write the report. On December 10th, we had our LAUC-R Year-End Program. Our speakers were two LAUC-R members who had received LAUC-R professional development money. They spoke about their projects and the interesting places. Marie Bronoel participated in the British Library Intensive Course and Krista Ivy went to Liverpool to talk about her work on the Day Without Art. We will be implementing phase-two reviews in this cycle, meaning people are asking for points rather than steps and we will not have any distinguished librarian actions. We are talking about what might be considered acceleration (i.e. requiring confidential letters) as opposed to normal and normal+.
UCSB:	UCSB is also still working through a number of recruitments. The only position posted at this time is for Head, Special Research Collections.

	We held our first LAUC General Membership meeting on December 5. UCSB typically hosts 2-4 of these per academic year.

LAUC Exec decided to host quarterly welcome events instead of individual events. Non-LAUC members, including clerical staff and student workers will be invited to library-wide events. We will also have a smaller private lunch or coffee with new hires with 3 members from LAUC-SB exec – one that introduces them to LAUC and another more general "welcome to UCSB" outing. |
| **UCSC:** | The search for University Librarian has launched. Isaacson Miller is the firm assisting with the search, and they are coming next week to meet with various groups (including LAUC) for input on the recruitment. The seven person search committee has one librarian and a Library IT manager and development person.

Our metadata librarian recruitment has not yet concluded.

Campus is going through strategic planning called Envision UCSC. The Library is meeting with representatives from the strategic planning group next week. (our interim UL is on the group, but visiting other stakeholders).

Our Library has released its Strategic Directions, and all library departments are tasked with articulating how their work will forward the goals in the document. LAUC is also reviewing the document and providing comment. |
| **UCSD:** | At San Diego we continue to work through implementation of our reorganization, with staff now generally all settled in new physical locations as needed and recruitments are underway or planned shortly for a number of librarian positions supporting metadata services, special collections and digital library work. We have completed what we are calling "phase I" of our ARPM revision and after a spirited debate on several key issues we now have an ARPM in place for our campus with our Admin Team's support to guide this year's review cycle. That said, we understand a second phase of ARPM revisions will need to occur to reflect the new AFT contract, and subsequent changes to the MOU and then the APM. Our CAPA has been advised that in any instance where the ARPM is unclear, or contradicts the MOU or APM those documents take precedence. Also in place is a template for review initiators looking to revise (or create new) job descriptions for librarians as part of this year's review cycle. We have also conducted a LAUC review of a revised policy governing the use of Travel, Training and Professional Development Funds on our campus. There was some contention with respect to oversight of the use of our professional development funds, however our LAUC SD general membership meeting was attended by members of library administration and explanations were provided on the intent and wording of contentious concepts to the satisfaction of the membership. |
| **UCSF:** | |

Meeting adjourned at 2:22 pm.

Next Exec Board call	January 9 (1-3 pm)

Minutes submitted by Angela Boyd, 1/2/13
Approved 01/9/14