

## **Minutes: LAUC Executive Board Conference Call**

Thursday, July 10, 2014 (**ACCESS: ReadyTalk; toll-free 866-740-1260 / Access code 9181033#**)

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

### **1. Roll Call (A. Boyd)**

**Present:** Nick Robinson (President 2013-14), Keri Botello (Past President 2013-14), Angela Boyd (Secretary 2013-14), Brian Williams (LAUC-I), Susan Mikkelsen (LAUC-M), Michele Potter (LAUC-R), Roger Smith (LAUC-SD), Angela Boyd (LAUC-SB), Christy Caldwell (LAUC-SC), Cynthia Johnson (SLASAC), Dean Rowan (Parliamentarian), Diane Gurman (SAG1) Susan Perry (SAG2), Angela Riggio (SAG3).

**Absent:** Matt Conner (Vice President/President-Elect 2013-14), Lynn Jones (LAUC-B), Matt Conner (LAUC-D), David Cappoli (LAUC-LA), Polina Ilieva (LAUC-SF),

### **2. Announcements (N. Robinson)**

- Welcome to Diane Gurman, our new Rep to SAG1, Scholarly Research and Communication. She's the Scholarly Communication and Licensing librarian at UCLA. She is replacing Lisa Rowison de Ortiz and serving out the remainder of her term, through June 2016.
- There has been an appointment made for our representative to SLASAC – Susan Koskinen from UC Berkeley. She will serve a 3-year term starting September 1, 2014 - August 31, 2017. Nick thanked Cynthia Johnson for her service.
- Effective July 1, Vice Provost Susan Carlson took over leadership at a newly created unit at UCOP – Academic Personnel and Programs (APP). This new organization will provide support for LAUC.
- Nick thanked Keri Botello and the board.
- Transition meeting will take place August 11 at UC Berkeley. Incoming divisional chairs, incoming and outgoing officers, and representatives to our systemwide committees will be attending.

**ACTION ITEM:** Divisional Chairs need to send in annual reports to Nick by August 6.

**ACTION ITEM:** Nick will send out a call to divisional chairs for nominations for vacancies on standing committees: CPG, Diversity and R&PD.

### **3. Approval of June 12, 2014 minutes (A. Boyd): Approved**

1. **ACTION ITEM:** A. Boyd will send the 6/12/14 minutes to the webmaster to upload.
2. **ACTION ITEM:** A. Boyd will delete the 6/12/14 meeting recording on readytalk.

### **4. Review of Action Items from June Minutes (A. Boyd)**

1. **ACTION ITEM:** A. Boyd will send the 5/8/14 minutes to the webmaster to upload. (DONE)
2. **ACTION ITEM:** A. Boyd will delete the 5/8/14 meeting recording on readytalk. (DONE)

### **5. Systemwide Committees/Appointments**

#### **1. Committee on Professional Governance (N. Robinson)**

At our last meeting, we voted to submit CPG's proposed revisions to the assembly and to convene a special assembly. That assembly will be held August 14, 1-2 pm via ReadyTalk.

**ACTION ITEM:** N. Robinson will distribute the text and rationale for the revisions to the board and also have them posted to the website.

2. Website Redesign Ad Hoc Committee (N. Robinson)

### **6. Advisory Groups**

1. **UCLAS Coordinating Committee/LAUC meeting (N. Robinson, SAG reps)**
2. **SLASIAC (C. Johnson)**
3. **SAG1 (D. Gurman)**
4. **SAG 2 (Susan Perry)**

SAG2 has met once since the last LAUC Executive Board meeting. Here are highlights of that call:

- Our Coordinating Committee rep reports that CoUL is preparing its Priorities for 2014-2017 and will be sharing this with UCLAS soon. Additionally, CoUL wants to hire a consultant to assist with the UCLAS 1 year Assessment.
- We discussed several proposals from the ILL CKG, including their proposal for a northern/southern meeting of staff in ILL units. That prompted us to request guidance from the coordinating committee about this type of meeting. The coordinating committee in turn reviewed and updated the previous SOPAG Guidelines for face-to-face meetings and sent it to CoUL for review.
- We will be discussing a revised draft of the shared Metadata Policy from the Project Team this week.

Adrian Petrisor (UCI) will take over for Terry Toy (UCR, who's retiring) as UC Libraries representative on the UC Trust Working Group.

5. **SAG3 (A. Riggio)**

SAG 3 has met twice since the last LAUC EXEC Board meeting. Everyone is encouraged to look at the public SAG 3 Wiki for minutes and posted documents.

Meeting highlights:

Shared ILS Task Force Report: Consultant Marshall Breeding is writing his report. It will be submitted and discussed by the TF on July 16th. The TF will be discussing final recommendations with SAG 3 in early August, and will submit those recommendations to CoUL in early September.

Bibliographer Groups: The concept proposal will be distributed through SAG 3 representatives to their respective campuses and to the LAUC EXEC Board through me (as LAUC rep to SAG 3).

Feedback will be funneled back to SAG 3 through those same channels.

CCDD TF (Collaborative Digitization): The report based on the recent survey to campus special collections was sent to the HOSC member list [yesterday](#). The TF plans to submit proposals before fall quarter.

CLS: Has posted their E-book Framework Report on the CLS documents page

SAG 3 will have a face-to-face meeting at UCI on September 10th. I will share the agenda when it has been finalized.

7. **Campus Round Robin:**

<b>UCB:</b>	
<b>UCD:</b>	
<b>UCI:</b>	Audra Yun is Head of Special Collections & Archives  Dana Peterman is Head of Collection Development
<b>UCLA:</b>	Library openings: <ul style="list-style-type: none"> <li>• Director, Metadata Services - <a href="https://recruit.apo.ucla.edu/apply/JPF00282">https://recruit.apo.ucla.edu/apply/JPF00282</a></li> <li>• Head, Arts Library and Music Library - <a href="https://recruit.apo.ucla.edu/apply/JPF00257">https://recruit.apo.ucla.edu/apply/JPF00257</a></li> </ul> <p>The Library held a party for all of the Librarians and staff retiring this year: Charlotte Brown (University</p>

	<p>Archives), Anita Colby (Science and Engineering Library), Jain Fletcher (Library Special Collections), Lilace Hatayama (Library Special Collections, Dawn henney (Print Acquisitions), Lisa Jia (Cataloging &amp; Metadata Center), Susan Minobe (Collections, Research and Instructional Services), and George Nicholas (YRL Access Services).</p> <p>The LAUC-LA Executive Board sent a message to the UL requesting that the next Head of Special Collections be in the Librarians series and Ginny Steel responded that she would look into this.</p>
<b>UCM:</b>	The UL position for UC Merced has been posted.
<b>UCR:</b>	<p>LAUC-R is grateful to the speakers who took the time to come to UCR to tell us about their experiences with reorganizations. It was a very thought provoking panel and the discussions that began there are still going on.</p> <p>LAUC-R has decided to play a role in reviving our staff newsletter. We are interested in hearing about internal library newsletters at other campuses.</p>
<b>UCSB:</b>	
<b>UCSC:</b>	<p>A big announcement from UCSC is that Elizabeth Cowell has been named the University Librarian.</p> <p>Our retirements at the end of June included 1 AUL, 2 librarians, and 3 staff. Our total staff numbers about 83, so this is a significant percentage, and similar to past years so it is compounding. We do not replace each position - usually a small fraction of what was lost. We are hopeful that a new UL will result in a few extra positions.</p>
<b>UCSD:</b>	<p>We are continuing the hiring process for a number of librarian positions including:</p> <ul style="list-style-type: none"> <li>• One metadata librarian supporting Research Data Curation &amp; Digital Collections. Candidate hired and beginning shortly</li> <li>• Director, Metadata Services Position, search is underway, deadline extended to July 13th.</li> <li>• A Latin American Studies, Spanish and Portuguese languages and Literature librarian</li> <li>• A Biology Health Marine Sciences Collection Coordinator</li> <li>• A Data Services Librarian</li> <li>• A Supervising Archivist position will be posted shortly</li> <li>• A Digital Archivist position will be posted shortly</li> </ul> <p>Our Library Council (management group) review campus and Library policy regarding telecommuting at the behest of LAUC SD. Further refinement is expected as a result of the discussion and better articulation of where campus policy may need to be clarified and how multiple program directors fit into the approval process.</p>
<b>UCSF:</b>	

**Meeting adjourned at 1:29 pm.**

**Next Exec Board call**

**August 14, 2014 (1-3 pm)**

*Minutes submitted by Angela Boyd, 07/10/14*

Approved 08/\_\_/14

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