

Librarian Association of the University of California

Executive Board Conference Call

Thursday, February 5, 2015 1-3pm

ReadyTalk [Please use the toll-free number 866-740-1260 and the access code 9181033#]

MINUTES

The meeting was called to order at 1:03pm.

A. Roll Call (Christina Woo)

President:	Matt Conner
Vice-President/President-Elect:	Diane Mizrachi
Past President:	Nick Robinson
Secretary:	Christina Woo
Parliamentarian:	Dean Rowan
SLASIAC representative:	Susan Koskinen
SAG 1 representative:	Diane Gurman
SAG 2 representative:	[Susan Perry unable to attend]
SAG 3 representative:	Angela Riggio
Web Manager:	[Julie Lefevre unable to attend, will send report soon]
Assembly Planning:	Penny Coppernoll-Blach

LAUC-B:	Rita Evans
LAUC-D:	Bruce Abbott
LAUC-I:	Keith Powell
LAUC-LA:	Rikke Ogawa
LAUC-M:	Elizabeth McMunn-Tetangco
LAUC-R:	Rhonda Neugebauer
LAUC-SD:	Penny Coppernoll-Blach
LAUC-SF:	Evans Whitaker
LAUC-SB:	Kristen LaBonte
LAUC-SC:	Deborah Murphy

Committee chairs:

Diversity	Carla Arbagey
CPG/Comm. on Professional Governance	[vacant – is on today's agenda]
R&PD/Research & Professional Development	Diane Mizrachi

B. Announcements (Matt Conner) - none

C. Meeting Goals:

1. Discuss Assembly topics

D. Approval of minutes – January 15, 2015 (Christina Woo)

Diane Mizrachi added a correction, which Christina Woo will include. On page 3 of the draft, at F. 1. RPC/Research and Professional Development (Diane Mizrachi), the sentence, "Earlier this week, Diane

Mizrachi informed the CDL staff and notified all of the recipients” should be “Earlier this week, Diane Mizrachi informed UCOP and notified all of the recipients.” The minutes were approved as corrected.

E. Review of action items from January minutes (Matt Conner)

1. Pictures sent to Web Manager Julie Lefevre for website – **DONE** (everyone sent in a head shot)
2. Election Committee (separate from the Nominating Committee) formed – Diane Mizrachi, Mitchell Brown, and Matt Conner (as floating consultant) - **DONE**
 - Still welcome volunteers, especially those with online ballot/Survey Monkey-type expertise, to create a mechanism for processing all of the statewide issues and the statewide ballot. The divisions will conduct their local elections on their own ballots
3. Surveys completed on Assembly topics – **DONE** as of the end of January. Matt Conner sent out the results.
4. Recommendations on webinars sent to Coordinating Committee – Matt told Rosalie Lack (CDL) this would be sent by the end of January, but we are still conferring – **ONGOING/NOT YET DONE**
5. Check on status of the SAG reports for the UCLAS/UC Libraries Advisory Structure blog – Rosalie Lack, the Coordinating Committee chair, is away for about a month, so we will put this on hold for now. SAG reps can wait for now.
6. OA/Open Access policy was sent on time—on January 15—and Janet Lockwood (UCOP) thanked us - **DONE**
7. Timeline for processing the membership issue was sent to the LAUC Exec Bd for distribution to their members right after our last meeting on January 15 – **DONE**
8. Penny Coppernoll-Blach said she would check on UCSD’s UL Brian Schottlaender’s availability to give the customary welcome at the Assembly LAUC-SD is hosting on April 17. He is – **DONE**

F. Systemwide Committee Reports

1. R&PD/Research and Professional Development (Diane Mizrachi)

The second call for presentation grants went out on January 20. Members of Exec Bd should have received from Matt Conner the proposed presentation grants scoring sheet, plus updates to the current guidelines, which are on the website (see <http://lauc.ucop.edu/committees/rpd/index.php>). Are there comments or questions? Matt noted that the changes have been vetted by the divisional R&PD committees, so the Exec Bd approval is the last step in adopting them. Just a few hours before today’s Exec Bd meeting, Diane received late input from the committee (after the proposal was sent to Exec Bd via Matt) asking why we’re not asking for more criteria in the second half, such as contribution to scholarship and relationship to other resources. Diane’s personal opinion is that there are many different kinds of presentations requesting funding, and not all are research-based. Diane would like to hear the Exec Bd’s ideas on asking applicants for such additional information.

Debbie Murphy (SC): the refinements look very useful, but what is the relevance of asking for the library’s mission? How does that fit into the strength of the application? What if a campus library doesn’t have a current mission statement? Also, what happens when there is not enough money to fund all proposals? How does the ranking prioritize the funding? Diane noted that the “type of presentation” listing is from high to low (e.g., research paper, best practices, lightning round-type, panel discussion, roundtable, poster, exhibitor, other) and could be used as a ranking system. Matt noted that the scoring sheet is meant to be more granular than the existing criteria, but not to be cut and dried. R&PD can ask applicants for more information.

Also, Debbie Murphy asked about situations where a proposal is funded, but the activity is not accepted, and there are unfunded proposals—what happens then? Does R&PD have a waiting list? Do we have a formal mechanism for the recipient to inform R&PD, so the funds can be reallocated? Diane Mizrachi noted that the new form has a place for the applicant to check that the activity was accepted by the organization. She also

recommended that applicants take advantage of their local LAUC funding opportunities, which might have shorter turn-around times for approval.

Not all campuses have local funds for presentation and research grant proposals.

Nick Robinson moved to accept the guidelines and add “the UC library mission.” We don’t need a second unless it goes to a vote. He withdrew his motion. To move this along, Matt Conner asked for a new motion to approve the new guidelines, and continue the discussion later. Diane Mizrachi moved to approve. Debbie Murphy seconded the motion. Voice vote: Many ayes. No nays. The revisions and scoring sheet were approved to be added to the guidelines.

ACTION: Diane Mizrachi will poll the committee to find out which campuses offer local research funds, and what the funding amount is.

ACTION: Send the revisions to Julie Lefevre for the website.

2. Nominating Committee (Nick Robinson)

The committee now has 2 candidates who have consented to run for each position: Secretary and Vice-President/President-Elect. They are now soliciting statements in order to get them to the LAUC Secretary by Friday, March 13. Nearly done! The committee will also update some paperwork to prime next year’s Nominating Committee, which Matt Conner will chair as Past President.

3. Website Revision Ad Hoc (Julie Lefevre)

Julie is away and submitted this after the meeting: The web developer has worked out a solution to the issue of associating term dates with a member's committee membership -- this will allow us to display current and past committee members, as well as associate multiple committee terms with members. The committee will next work on a plan to migrate content from the old site to the new site, based on a priority system of most-recent and most-used content migrating first.

All Exec Bd photos have been received, as well as all division rosters.

4. Diversity (Carla Arbagey)

Work with Meet our Members is ongoing. The committee is recruiting individuals from each campus to complete the form, so there will be members to meet when the new website goes live.

5. Assembly Planning (Penny Coppernoll-Blach)

Assembly planning is moving forward. The committee is holding mtgs and making plans. Budget is clear; everything is progressing well.

6. CPG/Committee on Professional Governance (Matt Conner, Dean Rowan)

Mitchell Brown (Irvine) has stepped down as chair, but committee membership is unchanged. Since there was too little notice to select another chair, and our timeline is tight, Matt Conner and Dean Rowan decided to

step in as non-voting liaisons between CPG and the Exec Bd. CPG has been creative in coming up with an extensive draft of options. Matt wanted to get it out to the divisions by our February 6 deadline, but as of yesterday, we have an option C in addition to A and B. Matt would now like to distribute a draft to the divisions by next Wed., February 11.

CPG checked with UCOP on the procedures for approving changes to our bylaws, should we decide to do that. Our recommendation would go to the office of Academic Personnel and Programs, under Vice Provost Susan Carlson (see <http://www.ucop.edu/academic-personnel-programs/index.html>), which is LAUC's connection to UCOP. Her office would consult with us, then with legal counsel, then make recommendations to Provost Aimee Dorr (see <http://www.ucop.edu/academic-affairs/>), whom the President has authorized to approve our bylaws. How long would this take? It depends on what we propose and on their schedule.

CPG discovered that UCOP can issue an opinion of our bylaws now. Their official interpretation of our current bylaws is LAUC membership is based entirely on APM/Academic Personnel Manual-listed title codes. Dean Rowan noted that UCOP's website has a list of title codes (see <https://tcs.ucop.edu/tcs/jsp/homePage.htm>) and some APM-related documents list title codes. Rikke Ogawa (LA) pointed out that AULs who are not part of the AUL series are therefore not part of LAUC. Matt Conner and Dean Rowan concurred.

The draft that Matt will send out for distribution will contain the current bylaws (see <http://lauc.ucop.edu/about/bylaws/Bylaws-03-09.pdf>) with an explanation of the status quo, followed by CPG's 3 options. In a nutshell:

Article III is Membership. Sections 3 and 4 describe what people can do in LAUC. The sections are vague and could be interpreted in a variety of ways, including giving members a lot of privileges or very few privileges. CPG has not found any good alternatives to title codes, and UCOP is invested in title codes. We need to be strategic about this. LAUC does want to relate to the outside world in its advisory capacity.

To fix this:

Option A: Avoid the whole membership question altogether. Acknowledge the title codes and let the divisions handle/interpret it as they please, including creating affiliate categories and being as inclusive or exclusive as works for them.

Option B: Expand membership through title codes. The informal survey of divisions showed a cluster around museum/archival/data curation/academic coordinator work. This is a modular/menu approach for the members to discuss and vote on.

Option C: We grandfather in all of the reclassified administrators, but not their successors. We create a mechanism for admitting people as exceptions.

Matt to division Chairs: this is your hour of destiny—the next month is critical. It's up to you on how you want to collect feedback from your members. Members may also contact Matt Conner directly, who will convey the input to the CPG and Exec Bd. Deadline is March 6, after which the issue goes to the Assembly, so this one month—between now and March 6—is critical for discussion at the division level. After the Assembly, it goes to the membership for a yes/no vote in April.

ACTION: On behalf of the CPG, Matt will send a for-DISTRIBUTION Word document and will post it on the website early next week. Feedback is due by March 6. After March 6, CPG will compile and collate the results and ready it for the Assembly by March 20.

G. Advisory Groups

1. SLASIAC/Systemwide Library and Scholarly Information Advisory Committee (Susan Koskinen)
<http://libraries.universityofcalifornia.edu/slasiac/>

Has not met but will meet for 3 hours via conference call on February 27. In May there will be an in-person mtg. Things have been pretty quiet. Latest development, which was reported last time, was the letter from SLASIAC about the proposed OA/Open Access policy.

2. SAG 1/Scholarly Research & Communication (Diane Gurman)
<http://libraries.universityofcalifornia.edu/sag1>

The last SAG 1 meeting was on January 16. Meeting minutes haven't been posted yet but should be soon. The next conference call will be tomorrow, February 6.

Shu Liu from UCI joined the January 16 call to tell us about the Data Curation Common Knowledge Group (CKG) (<https://wiki.library.ucsf.edu/display/UCLCKG/Data+Curation+CKG>). They currently have 35 members and are in the process of considering two projects: 1) creating educational videos about data curation that would be aimed at graduate students, and 2) organizing a Science Boot Camp, which would be an informal event at a UC campus for librarians to learn from scientists and researchers about their interests and practices. They envision lectures followed by discussions.

The suggestion was made that the CKG could present proposals to SAG 1, which would then charge a group/project team with with the responsibility for carrying out the planning and execution.

We also had a report about the Symplectic publication metadata harvester, which was rolled out at UCLA that week. About 3,000 emails went out to faculty letting them know that they have publications ready to be claimed and uploaded (this is in connection with the UC OA/Open Access mandate). We had a good response rate: according to the Office of Scholarly Communication, during the first 48 hours over 5,000 publications were claimed, and over 300 articles were uploaded. This eclipsed the upload rate from UCLA in the entire last year.

The email that went out to faculty included a local email address (a shared mailbox monitored by the Library's Scholarly Communication and Licensing unit) for comments and questions. We did get a lot of questions right away, ranging from straightforward technical questions about logging in, to complaints that the harvester sent the email to the wrong person, to general questions about the UC open access policy. So we're working on developing some boilerplate answers and also best practices for responding.

Finally, discussions are ongoing about putting together an ORCID Project Team. ORCID stands for Open Researcher and Contributor ID. The goals of this project are to explore ORCID implementation and uptake on UC campuses. See <https://docs.google.com/file/d/0B5XxJ1waNsc8cnM0TmtKbzdPQVE/edit>

3. SAG 2/Access, Discovery & Infrastructure (Susan Perry)
<http://libraries.universityofcalifornia.edu/sag2>

Susan Perry was unable to attend.

4. SAG 3/Collection Building & Management (Angela Riggio)
<http://libraries.universityofcalifornia.edu/sag3>

SAG 3 last met on January 21. The meeting notes have been posted at <http://libraries.universityofcalifornia.edu/groups/files/sag3/minutes/UCLSAG3-20150121-minutes.pdf>. They are dense but worth reading. Also try to read, on the SAG 3 website, the Shared ILS task force document and the UC Federal Documents Archive report (see <http://libraries.universityofcalifornia.edu/sag3/projects-and-groups>). A lot of the January 21 meeting was spent on updates from the Martha Hruska, Coordinating Committee representative to SAG3. CoUL hasn't yet gotten to the Shared ILS report. Shared digitization project: CoUL endorsed it but wanted to be consulted before signing anything with a vendor. Rosalie Lack (CDL), who's running the Web Archiving service, said the content would be migrated to Archive-It (see <https://www.archive-it.org/>), which is run by the Internet Archive. Rosalie described the tools that need to be built, costs, etc. She asked if there should be a CKG for this activity. SAG 3 did not recommend a CKG but instead a task force of people engaged in this activity.

The AV Preservation Task Force report will be on CoUL's next agenda in February. The task force is looking for more guidance on where to focus its energy.

H. Old/Ongoing Business

1. Assembly Topics - our choices are in **bold text** below

First, logistical questions: When looking at the graph in bSpace, the lower the number, the higher the support for the topic. A lot of support for the **future of the librarian series (for CoUL to address, if they can reschedule their conf. call for most of April 17, the date of the Assembly)**. We need to choose 3 topics. **Updates/follow-ups on redesign** is of great interest to UCLA and Berkeley and is the second most desired topic. Matt Conner said we need a subcommittee to develop this topic and find people who want to undertake this. Nick clarified that last year the Exec Bd identified which campuses were undergoing or had recently gone through a re-organization or redesign. The Exec Bd then asked division chairs at those campuses to in turn identify someone at their campus to talk about it. So, redesign is our second topic. A third, just in case we need it, is **Assessment of public services (not necessarily limited to reference)**. It could be tied to metrics.

For the comic or creative activity, we had so-so support (60/yes, 40/no). Diane Mizrachi suggested we put out a call/announcement for anyone who wants to undertake this, then see who responds.

ACTION: Exec Bd will continue the development of these topics. Volunteers are welcome.

Following up on the "Future of the Librarian Series" for content, Matt wants to avoid creating an adversarial, confrontational approach but is willing to ask CoUL/Council of University Librarians pointed questions in a professional way to have a conversation. We do not want to alienate our leadership. Possible approaches:

- Submit to CoUL in advance these points:
 - Regarding APM 360-4 (<http://ucop.edu/academic-personnel-programs/files/apm/apm-360.pdf>)
How do you/CoUL interpret this in terms of hiring people in or outside the librarian series?

- For salary, if ULs are hiring people outside the librarian series in order to pay them more, why not hire them at a higher step in the librarian series?
- What about administrative creep (hiring so many administrators/managers/supervisors)? Ask them to address it as a concern. How to approach this as a suspicious ratio?

ACTION: Matt will put this on the wiki for feedback. He will hear from Lorelei Tanji (CoUL chair) soon if the CoUL April 17 conf. call can be changed to another date.

2. Webinar Series (see UCLAS/UC Libraries Advisory Structure survey of webinar topics) – our top choices are in **bold text** below.

We did not have a webinar in January, as originally planned. Rosalie Lack (chair of the CC/Coordinating Committee) is gone during most of February, so we'll skip that month. She recommends we catch up with 2 sessions (pretty well formed ideas from LAUC Exec Bd) in March. We don't have a lot of time pressure. Matt Conner brought up to Rosalie the HathiTrust idea (not on the survey but came up later), and Rosalie loved it. Matt sent some preliminary ideas from December to the CC/Coordinating Committee, and UCLA UL Ginny Steel responded they don't have much to report on shared space needs or articulating the CoUL vision (the first webinar in October). Topics with the most support are not workable if CoUL can't participate or doesn't have much to say. What does that leave us with? Do we want to go with the votes here? Are there other considerations? Rikke Ogawa (LA) suggested that we have UCLAS discuss the evolving library work force and the future of the librarian series. Matt Conner noted that this overlaps with the Assembly topic. If CoUL cannot change its April 17 conf. call, this will not be addressed at the Assembly; it would have to be broken up for a webinar. Let's cross our fingers that CoUL can tackle this at the Assembly and leave it at that for now. Rikke also asked about **shared services**. Matt said it was worth developing. Setting aside the topics with the least support, that leaves us with **Open Access harvesting tool** (LA and Berkeley are particularly interested; Mitchell Brown is heavily involved with this), Open Access Policy, and UC Digital Collections. These topics came from CoUL, so let's touch base with them again on what they would like our top picks to cover. We need to do some spade work to develop and frame them in a relevant and engaging way.

ACTION: Matt will take this to the CC/Coordinating Committee and Lorelei Tanji (CoUL chair) to flesh these out further.

I. New Business

1. APM/Academic Personnel Manual
<http://www.ucop.edu/academic-personnel-programs/academic-personnel-policy/>

Matt Conner spoke to UCOP's Janet Lockwood, Manager of Academic Policy & Compensation, about the APM. The next APM draft will come out soon—mid-February—and will be open for 90 days (to all LAUC members, not just LAUC Exec Bd), so we need to decide how to address it during the window of opportunity for feedback. Matt reminded us that for the first time around, at our November meeting, we invited “experts” Miki Goral and Lise Snyder (both LA) and Adam Siegel (D) to go through it carefully and advise us. This time Matt plans to send it to the membership for comment and see what we get. Rita Evans (B) reiterated how core this document is, so this is serious for us to consider. Division chairs again play a critical role here.

ACTION: As soon as APM is available, Matt Conner distribute it to the divisions for feedback.

Bruce Abbott (D) asked if individual campuses will report to UCOP directly or to Exec Bd. Matt noted it would be best if we compiled the feedback into a concise report.

J. Round Robin of Divisions

LAUC-B (Rita Evans)

The 2015 LAUC-B conference, Open Access: Reclaiming Scholarship for the Academy, will take place in Berkeley on October 16 and will feature keynote speakers Michael Eisen and Randy Schekman. The RFP and proposal form were forwarded to Division chairs for distribution in January. Presentation proposals are due March 13.

Recruitment: the search for Optometry and Health Sciences Librarian is underway. Mark Hemhauser will begin as Head of Acquisitions on March 30.

LAUC-D (Bruce Abbott)

Bruce Abbott: recruitments still ongoing. Several positions that have been in the works for some time are now being posted.

LAUC-I (Christina Woo read Keith Powell's report)

Lisa Mackinder has departed as Electronic Resources Acquisitions Librarian) and co-chair of LAUC-I with Keith Powell, who will continue as LAUC-I chair. She has taken a position at Ohio University. The vacancy is in final approval for recruitment, and it should be posted very soon.

Other Recruitments: Research Librarian for the Health Sciences (ongoing), Digital Resources and Serials Cataloging/Metadata Librarian (ongoing); Research Librarian for Teaching, Learning, and Education (new). Based in the Education and Outreach Department, this position reports directly to the Head of Education and Outreach. Acts as the Libraries' instructional designer and will serve as a library-wide resource to help design and provide effective digital and analog learning experiences for users.

LAUC-LA (Rikke Ogawa)

At the beginning of March, the UCLA Libraries will undertake a strategic planning process. Bright Spot has been hired as the consultants to guide this activity. The idea is to do a complete strategic plan, which will also inform the decisions that will be made about hiring. This will include deciding which positions to fill, given the number of librarians who have left and those who have announced their retirements and departures during this academic year.

UCLA's COLASC (Academic Senate Committee on Library and Scholarly Communication) is again discussing the requirement for submitting ETDs/electronic theses and dissertations. The American Historical Association has recommended that universities adopt a flexible policy with regards to embargoing them for at least 6 years – see <http://blog.historians.org/2013/07/qa-on-the-ahas-statement-on-embargoing-of-history-dissertations/>

LAUC-M (Elizabeth McMunn-Tetangco)

The UL search has brought in some candidates for interviews, but no decisions have been announced.

LAUC-R (Rhonda Neugebauer)

Interviews are taking place this month for a Biology Librarian.

LAUC-SD (Penny Coppernoll-Blach)

UCSD continues to interview for seven librarian positions. Tim Dennis has been hired and will start on April 6 as the Data Services and Collections Librarian. He was recruited from UC Berkeley.

LAUC-SF (Evans Whitaker)

The new Communications Coordinator has just begun and should make a difference with marketing and outreach efforts. The hospital at Mission Bay has opened up, and this has shifted the center of gravity of UCSF to the eastern part of the city. As a result, the Parnassus campus is trying to figure out how to become a member of the Mission Bay campus.

LAUC-SB (Kristen LaBonte)

Interviewing for Head of Special Research Collections

LAUC-SC (Deborah Murphy)

Just finished revising the library mission and strategic directions statement – see <http://library.ucsc.edu/about/university-library-mission> This process took many months, and new UL Elizabeth Cowell did an amazing job of soliciting input from everyone. Now each unit will develop individual mission and strategic directions statements.

K. Adjournment

Rhonda Neugebauer (R) moved to adjourn. Rikke Ogawa (LA) seconded it. Voice vote of ayes to adjourn.

Adjourned at 2:30pm.

Next conference call date/time: [March 5, 1-3pm](#)