

**Librarian Association of the University of California
Executive Board Conference Call
Thursday, May 7, 2015 1-3pm**

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

MINUTES

Matt Conner called the meeting to order at 1:03pm. He remarked that this is our first meeting after a *very* busy April—2 Special Assemblies (via conf. call on April 7 and 14), a monthly Exec Bd meeting on April 9 (via conf. call) and our annual LAUC Assembly (in person) on April 17 at UCSD.

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 was not able to attend; she submitted her report for these minutes]
SAG 3 representative:	Angela Riggio
Web Manager:	Julie Lefevre
Assembly Planning:	Penny Coppernoll-Blach

LAUC-B:	Rita Evans
LAUC-D:	Bruce Abbott
LAUC-I:	Keith Powell
LAUC-LA:	Rikke Ogawa during the first hour; Lynda Tolly (Vice-Chair/Chair-Elect) for the second
LAUC-M:	Elizabeth McMunn-Tetangco
LAUC-R:	Rhonda Neugebauer
LAUC-SD:	Penny Coppernoll-Blach
LAUC-SF:	Evans Whitaker
LAUC-SB:	Kristen LaBonte
LAUC-SC:	Frank Gravier (Vice-Chair/Chair-Elect) for Deborah Murphy

Committee chairs:

Diversity	Carla Arbagey
R&PD/Research & Professional Development	Diane Mizrachi
CPG/Committee on Professional Governance	Matt Conner reporting

B. Announcements (Matt Conner)

Diane Mizrachi congratulated LAUC-SD Chair Penny Coppernoll-Blach and the LAUC-SD Assembly planners for an exceptionally well-organized event on April 17. Assembly evaluation feedback also was very positive. Matt Conner reminded us that another UCLAS/UC Libraries Advisory Structure webinar takes place on May 12 at 11-noon on the HathiTrust—see <http://libraries.universityofcalifornia.edu/cc/projects-groups/uclas-webinar-series> to register, and—afterward—hear the recording and see the PPT slides.

C. Approval of minutes April 9, 2015 (Christina Woo)

There were no corrections, deletions, or additions. The minutes were approved.

D. Review of action items from April minutes (Matt Conner)

1. Approved R&PD/Research & Prof. Development guidelines sent to Web Manager Julie Lefevre for posting to the website – **DONE** for those we approved. At today's meeting we have more R&PD guidelines to discuss and approve during Diane Mizrachi's agenda item (next).
2. Discussion points for Assembly session on librarian series circulated to members before the April 17 Assembly – **DONE** (NB: During the April 17 Assembly, UCSD UL Brian Schottlaender said it was an "extraordinarily rich" document.)
3. Announcement about Assembly and remote options sent to members - **DONE**
4. Procedure and rationale for reclassified administrator vote in upcoming election sent to Division Chairs - **DONE**
5. Announcement on April 17 deadline for write-in nominations for LAUC VP/Pres-Elect and Secretary - **DONE**
6. Review fate of Fall APM recommendations – **TO BE DONE SOON**. In light of the fact that our recommendations for revising APM 360-4 were not approved, Matt Conner then reviewed the state of the other APM section revisions. Of the 13, 7 were accepted (language was revised), and 6 were rejected. These include 360-4 in toto. They tended to accept our minor wording and style changes but rejected those with real content, especially any about the discrepancies between the APM/Academic Personnel Manual and the MOU/Memorandum of Understanding, most of which were in APM 210. Matt Conner will post those soon.

E. Systemwide Committee Reports

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

This text (immediately below) will be used as a guide for next year's committee, but is not official documentation; it will be reviewed next year. The funding caps will be part of next year's call.

LAUC R&PD Committee recommendations
May 6, 2015

The LAUC Research and Professional Development Committee presents the following recommendations:

1. In the 2015-2016 year, the budgetary caps listed below be adapted as a guide for grant distribution. They should be publicized to the membership in the calls for research grant applications, but not written into the R&PD guidelines pending a thorough review of their effectiveness at the end of the year. Otherwise, each outgoing committee can pass on their recommendations to the incoming committee who can use them as best suitable. This was discussed and approved by the LAUC Executive Board on 4/9/2015.
 - Limit Research Grants to \$5000. [current guidelines: no maximum]
 - Keep the Mini research grants at the current \$500
 - Cap Presentation grants at \$600. [current amount is \$750]
 - Distribute any remaining funds evenly among applicants as relevant.
 - Reserve at least \$10,000 for Presentation Grants awards in the second call.
2. Any applicant who has not submitted the required report for a previous LAUC grant shall be disqualified from consideration for a new grant. This criteria was suggested at the LAUC Spring Assembly on April 17, 2015, and is endorsed by the R&PD committee. We believe this is a general criteria for judging all types of proposals and should thus be included in Section III. Criteria for Judging Proposals

<http://lauc.ucop.edu/committees/rpd/resguide-rev.html#criteria> as new point number 7: “The applicant owes no outstanding reports or documentation from previous LAUC grants.”

The committee recommends that divisional R&PD committees have oversight responsibility for the annual reports from their division members.

3. The committee must be allowed flexibility to consider additional criteria under certain circumstances, specifically when the requests of viable proposals exceed available funds. This can include, but does not have to be, consideration of an applicant’s recent grant awards. The key here is flexibility as needed, not the specific additional criteria the committee may decide to use. Therefore we recommend adding to the text of Section III the following wording:

“The annual pool of viable applications may vary in number, type of grant, and amount of support requested, exceeding the amount of available funding. Such instances recommends flexibility in deciding the distribution of awards.”

Referring to the new point in 2. Above, Nick Robinson noted that, from his experience, it can take time for the divisional R&PD committees to know whether an applicant has submitted the required reports of his/her research, since it’s the statewide committee—not the divisions—that solicit the reports from the funded recipients. One way to get past potential bottlenecks is to have divisional R&PDs ask their applicants directly if they have submitted their reports (even if the report is that the research is still in progress and not yet completed) instead of looking for reports posted online.

Wording of 2. above (“Any applicant who has not submitted...”) passed by voice vote. No nays or abstentions.

Discussion of 3. above (“The committee must be allowed flexibility...”). This wording does not call out previous funding possibly used as a criterion for not receiving funding. Nick Robinson’s grammar correction: “such instances recommend...”

Wording of 3. above (“The committee must be allowed flexibility...”) passed by voice vote. No nays or abstentions.

Nick Robinson recommended that these guidelines be integrated into the existing ones and not added as an update document.

ACTION: Diane Mizrahi will incorporate the approved guidelines into the existing documentation and will send it to Julie Lefevre for posting on the LAUC website

2. Website Revision Ad Hoc (Julie Lefevre) - *See Appendix A*

Julie invited feedback on the organizational structure for the new LAUC website, which she sent us (see Appendix A). The old site lacks any navigational structure. Does the structure the Ad Hoc committee recommends work? Is there any content that’s missing? A significant amount of content migration has taken place to see how it works in the new structure. New content, such as the rosters from the divisions, has been added, too. Site design and system development are moving right along. The Document Library (under

Resources) will be the repository for all documents, including those in pdf, some of which will also exist elsewhere on the site.

Information about and from the Assemblies will be under Calendar, because they are considered events, where past and future events will be listed.

Totally new: People, Calendar, Events, Resources (including tools, such as reimbursement info). Release date will likely be this summer. Julie recommends taking 15-20-min. during an Exec Bd mtg. to introduce us to the features and navigation.

Weeding will be part of the next phase: what to archive or not?

ACTION: Exec Bd members are invited to send feedback to Julie (jlefevre@library.berkeley.edu) by May 14

3. Diversity (Carla Arbagey)

Not too much to report for now. Still working on Meet Our Members project; a few more submissions have come in. We will decide which two members to feature first, when the new LAUC site goes up.

4. Committee on Professional Governance (Matt Conner reporting)

CPG received a submission from LAUC-SB to approve a revision of their bylaws, so they're working on this.

5. Statewide Election Committee (Matt Conner, Diane Mizrachi)

We will send out the Statewide ballot shortly before May 18, so members will receive their divisional ballots at about the same time. We are still refining its complexities, but the candidates' names, statements, brief bios, and ballot issues have already been sent to the membership, so they will not be seeing them for the first time when they receive this ballot. We will be sending the Statewide ballot to eligible members only. For security, we can upload email lists into Survey Monkey, so only one vote can be placed from an email address. Division chairs will submit those lists to bSpace for Web Manager Julie Lefevre to use to distribute the ballot.

ACTION: prior to May 18 we will send out the statewide ballot to the general membership.

ACTION: Matt Conner will send a notice to division chairs right away for them to identify only their eligible members *and* to include new, eligible hires since December 2014.

6. APM/Academic Personnel Manual working group (Matt Conner, Diane Mizrachi)
<http://ucop.edu/academic-personnel-programs/files/apm/apm-360.pdf>

A small team is working on updating APM360-4: LAUC-LA Chair Rikke Ogawa, LAUC-LA Past Chair David Cappoli, LAUC Vice-President/President-Elect Diane Mizrachi (LAUC-LA), and LAUC President Matt Conner (LAUC-D). LAUC-LA sponsored the resolution for the April 17 Assembly. In the wake of the Assembly, we understood that CoUL/Council of University Librarians and this working group would be cooperating on language for revising the definition of the Librarian series that we could send to UCOP. Soon after the Assembly, Matt sent a lengthy message to CoUL to go over Assembly outcomes and talk about the challenges and goals to shoot for in revising the APM by the end of May (in preparation for the June 1 deadline). Even

after two reminders, CoUL did not respond (anyone surprised?). So, that's where we are so far. ***See continued discussion of the APM on p. 9 at G. Old/Ongoing Business 3. APM***

Diane Mizrachi and LAUC-LA 2013-2014 Past President Keri Botello met two weeks ago with the Faculty Executive Council for the UCLA GSEIS/Graduate School of Education and Information Science, which had gotten a request from the Faculty Senate for their input on the APM wording. During their meeting, Diane and Keri provided them with the context of the Assembly, the membership's concerns, and gave them the definition that had been approved at the Assembly—see *immediately below*. They were very supportive and wanted to make two additions. They wanted to expand the explanatory paragraph by adding “and its affiliates” to “the University libraries,” since UCLA, Berkeley, and some other UC campuses have affiliate libraries. After “These services include:” they want to add “but are not limited to” right before the list.

LAUC-LA RESOLUTION
To be presented at the LAUC Assembly, April 17, 2015

Whereas the Academic Personnel Manual (APM) sections relating to the Librarian Series are being revised by the University of California Office of the President (UCOP); and

Whereas the 360-4 Definition no longer encompasses the range of activities performed by appointees to the Librarian Series;

Therefore, be it resolved that the Librarians Association of the University of California (LAUC) submit the following language to be incorporated into the proposed revisions:

360-4 Definition

The librarian series is used for academic appointees who provide professional services in the University libraries in support of the University's educational, research, and public service functions. These services include:

- a. Selection, curation, licensing, preservation and development of information resources and collections;
- b. Bibliographic control of collections (~~and organization for their use~~), including intellectual arrangement and description for access, discoverability and use;
- c. Reference, instruction, ~~data management~~ and advisory services on research, data management and scholarly communication;
- d. Development ~~and~~, application and preservation of specialized information systems;
- e. Library administration and management; and
- f. Research where necessary or desirable in relation to the foregoing.

Matt Conner commented that there are several positives here: UCOP is making good on its promise to follow up and try to understand what people want to do; the faculty are getting involved, and they'd even like to see an expanded definition of our role—beyond what we had suggested. This could get complicated, with so many players, all of whom have a different take on this.

Rikke Ogawa (LA) noted that the UCLA UL expects that these changes in the APM are meant to align the APM with the MOU. UCOP might not be entertaining further changes at this time. While we'd like to change the definition, this review is simply about harmonizing the two. Matt Conner agreed that this is in line with what we've heard from UCOP so far and explains CoUL's silence. UCSD UL Brian Schottlaender, during the Assembly, noted that for CoUL this is a much longer process than the June 1 deadline we're looking at.

Rita Evans (B) added that the Berkeley Academic Senate library committee has discussed this issue, and they've sent a letter to the Academic Senate divisional council, endorsing the text of the resolution passed at our statewide Assembly.

F. Advisory Groups

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

Next meeting is in person in May 18 in Oakland. Susan will call in from the MLA/Medical Library Assoc. conference. Otherwise, it's been pretty quiet.

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

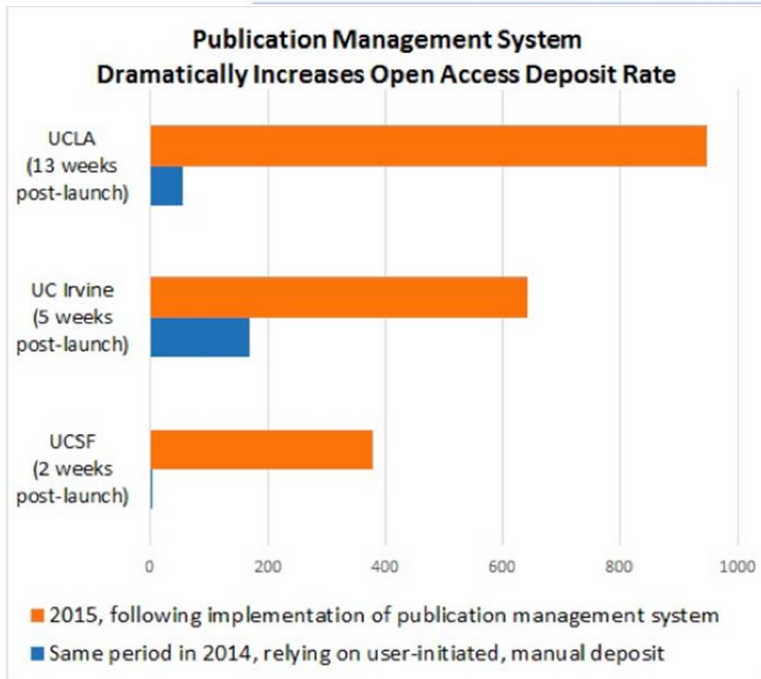
We had a conference call on May 1st. Most of the discussion concerned the Coordinating Committee report, and how SAG1 should operate during the UCLAS/UC Libraries Advisory Structure restructuring process. We were told that ULs at each campus would be setting up meetings at each campus with everyone involved in the restructure, but as of May 1st, this had happened only at Berkeley.

We don't know if there will be an opportunity to review the new structure or to ask CoUL/Council of University Librarians to articulate goals for the new structure. There were a lot of questions.

Our understanding is that the SAGs are to hold off on undertaking new projects until the new structure is in place. All systemwide projects should be put on hold. For example, SAG 1 was overseeing a video production project that the Data Curation CKG/common knowledge group wanted to work on, but now we have to back away from that. However, individual campuses can still make data curation-themed videos if they want—it just wouldn't be a UC-wide effort.

ORCID (<http://orcid.org/>) Project Team update: they are still in the process of gauging the level of interest at each campus, and what the cost will be, depending on how many campuses want to participate.

Office of Scholarly Communication (<http://osc.universityofcalifornia.edu/>) update: Catherine Mitchell distributed the chart below to demonstrate the success of the Open Access mandate harvester.



The graph represents the number of deposits since the launch of the harvester, compared to the manual deposit period the previous year. This provides compelling data for making a case for continued funding of the harvester. OSC is trying to secure long-term funding. Implementation efforts continue. The goal is to have all campuses participating by Fall 2015.

Finally, due to the restructuring, the decision was made to have calls only once a month. The next call will be June 5th.

Nick Robinson asked about a date for the launch of the new structure, and Diane Gurman responded that SAG 1 is indeed waiting to hear what will happen; the UCLA UL hasn't said anything. SAG 1 work is slowing down until then. Nick Robinson followed by asking about how the LAUC representative's role will transition into the new structure, and Diane did not know but pointed out that she is leaving UCLA next week. She had told SAG 1 and Matt Conner about her departure. Matt thanked her for her service and wished her the best in the next step in her career. He confirmed that the entire UCLAS structure change is being kept secret; change is on the way, and we await the details.

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

SAG2 has had one conference call since our last executive board meeting. Here are the highlights:

- We're continuing our regular reports from the CKG/Common Knowledge Groups that are affiliated with SAG2. Cynthia Johnson (I), representing the Reference CKG, gave the SAG an update on their activities and discussions so far. She highlighted their interest in Melvyl and planned enhancements of functionality and discovery. She also related their discussions regarding statistics and staffing models.

- The SAG2 subgroup focusing on a long-term strategy for digital asset management continues to work on its report. They are communicating with the UCLDC/UC Libraries Digital Collections project team as well as the campuses that are developing their own DAMS/Digital Asset Management Systems.
- The group also discussed the draft "UC Libraries Shared Print Disclosure Standards for Journals" document prepared by the UC Libraries Shared Print Strategy Team and is providing feedback to the team.

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

Like SAG 1, SAG 3 will now hold only monthly meetings, which will become more informational updates. SAG 3 continues to oversee things in progress, however. It last met on April 22, most of which was spent discussing the Shared Print strategy team plans with Emily Stambaugh; please see the extensive notes on the SAG 3 website. Next meeting is May 13. SAG 3 is now in a holding pattern, awaiting to hear more, and slowing down.

G. Old/Ongoing Business

1. April 17 Assembly debrief –

When budgets were bigger, the LAUC Exec Bd used to stay overnight after the Assemblies to meet in person the next morning to debrief themselves and review what took place. Now we are doing this during our first Exec Bd meeting after the Assembly. Note Kymberly Goodson's evaluation summary: <https://www.surveymonkey.com/results/SM-FK9JCPS9/> What succeeded? What didn't? Matt Conner encouraged feedback. Over all, this was a successful Assembly (no disruptions or disasters). Let's start with logistics and then move to content.

Remote participants: unmicrophoned voices were not audible. Last year they could see the Powerpoint slides, but this year, during UCSD UL Brian Schottlaender's and UCSD AUL Tammy Dearie's presentation, the slides were not visible. Adobe Connect let us do that, and Matt Conner thinks that ReadyTalk has the capability to show slides while broadcasting the speakers.

Brian Schottlaender's session was mostly conversation, and the feedback/Q&A part meant some of the audience members were inaudible until the microphones got to them. We should think about how to do this better, given that Q&A will probably continue to be part of LAUC Assemblies. Penny Coppennoll-Blach noted that Brian did not let Penny or us know about slides until the morning of the Assembly.

Nick Robinson recommended that we let the general membership know as early as possible about remote participation details, so they can put it on their calendars. He suspects we could have had more remote participants if their calendars weren't already so full. Next year's assembly will be at Merced.

Content: making the Assembly longer to include more discussion, or have more programs, will lead us to consider overnight stays, which we cannot afford. This Assembly cost \$15,000, and the President's budget for this was \$10,000, so that fund is tapped out for the rest of the year. Matt Conner observed that lengthening the Assembly day is not possible, but complaints that the jam-packed, high-pressure schedule allows for little, if any, conversation about the issues could be reduced with regional meetings. The one he attended at UCR in

June 2014—LAUC Southern Regional Meeting on LAUC Divisional Participation in Library Re-organization (see <http://laucassemble.blogspot.com/>) went over a lot of the re-design material covered at the 2014 Assembly at UCD but was much more relaxed with free and easy discussion. People got to talk with each other. That may be the wave of the future for LAUC. UCI also held a LAUC Southern Regional Assembly in Spring 2010.

General discussion on the Assembly program content continued, unrecorded, so everyone could be candid.

2. Post-election policies (NB: Last day to vote on divisional and statewide LAUC issues is Monday, June 1)

Whether the votes go through or not, those not in the librarian series will not have membership privileges, so we may as well implement that now, as we did in sending our statewide ballot only to members. The only issue to decide on is the membership of the standing committees. Statewide CPG/Committee on Professional Governance has a member, Eric Scott (M), who has a second year to serve, but—through reclassification-- is no longer in the Librarian series. Technically, he is ineligible to continue, but do we want to grandfather him--and others like him--in to finish their terms? Matt Conner noted that Eric was an active, unbiased member of CPG, and it is not easy to fill the statewide committee slots. In this case, LAUC-M, which has 8 bona fide members, would have to find a replacement representative. Elizabeth McMunn-Tetangco (M) recommended that we let them finish their terms. Others agreed. No objections. We agreed--officially--to let these “non-members” finish their committee terms.

3. APM/Academic Personnel Manual - <http://ucop.edu/academic-personnel-programs/files/apm/apm-360.pdf>
MOU/Memorandum of Understanding - <http://ucnet.universityofcalifornia.edu/labor/bargaining-units/lx/contract.html>

Matt Conner reminded us that we do not have another Exec Bd meeting before our June 1 deadline to submit our report, so let's discuss this at today's meeting. Let's start with 360-4. We had thought we'd be cooperating with CoUL and UCOP in redefining the Librarian series and opening up this whole thing to new kinds of members, but it's actually more limited than that.

There are 2 documents that control the Librarian series: the APM (for non-represented librarians, or 1/4 of LAUC, which is a hard limit) and the MOU (for represented librarians, or 3/4 of LAUC). Our R&PD/Research & Prof. Dev. funds are distributed in this ratio, too. The MOU is probably the weightier document, based on legal contract and negotiation. The APM, which is more of a policy document, is brought into alignment with the MOU and not the reverse. The MOU, which applies to 75% of the Librarian series, is the ruling document when they conflict. UCOP told us that our previous recommendations were too divergent from the MOU. The fact that everything revolves around the MOU constrains what we are able to do. When the definition of APM 360 includes “The librarian series is used for academic appointees...” it really means academic *title codes*, which is pretty restricted.

Diane Mizrachi observed that however we revise the wording, there may be no real effect on what we hope to accomplish. CoUL simply hasn't participated with us, and they've told us they're on a much longer time frame. The June 1 deadline will pass, and we'll still have to work with them as well as we can.

Matt Conner observed that, given the importance of the MOU, the union (AFT) would seem to be really important. It's their negotiations that will change things. They are critical to the outcome. A lot of what we want to accomplish needs to be coordinated with them and what they're willing to talk about. Matt admitted

his initial approaches have not produced anything. He wrote a long letter to Axel Borg (D), our local union guru (<http://www.cft.org/news-publications/newsletters/february-march-2012/177-news-publications/newsletters/cal-teacher/california-teacher,-february-march-2012/487-honored-academic-axel-borg-a-driving-force-at-uc-davis.html>), about this, and he hasn't (yet) responded. Matt has also asked some other union members about approaching our Academic Senate COLASC/Committee on Libraries and Scholarly Communication, and they were fairly blasé. To Matt, it's strange that the union hasn't been more active. Without the union's and CoUL's support on this, the process will be longer than we had anticipated.

Rita Evans (B) asked if very many of us as division chairs meet regularly with our ULs, where we could have brought this up. She admitted that she hasn't used her meetings with UL Tom Leonard to have him take this back to CoUL as a priority. She hadn't thought of pushing for this and wondered if other division chairs have. Matt responded that it would have been premature in that we had expected to work with UCSD UL Brian Schottlaender and CoUL head Lorelei Tanji (I), but maybe now's the time to pursue this with our local ULs.

Lynda Tolly (LAUC-LA Vice-Chair/Chair-Elect), who filled in at 2pm, when Rikke Ogawa had to leave, said she and Rikke meet monthly with UCLA UL Virginia Steel, and they're brought up the APM 360-4 definition at several of them. Steel said it is on CoUL's radar but don't see it as something that can be resolved by the June 1 deadline. The MOU expires in 2018, and Rita Evans (B) noted that the negotiations will be reopened in 2016.

To move this forward, Matt Conner will have the APM working group (LAUC-LA Chair Rikke Ogawa, LAUC-LA Past Chair David Cappoli, LAUC Vice-President/President-Elect Diane Mizrachi (LAUC-LA), and LAUC President Matt Conner [D]) meet next week, study this in more detail, and come up with recommendations.

What should we do with our resolution, given the June 1 deadline? UCOP totally refused this the first time around, and we don't have time to collaborate with CoUL on changes before then. Do we send what we sent originally? Modify it? Hold off? Diane Mizrachi suggested that we could submit the wording and note that we are in the process of working with CoUL on this; in the meantime, this is what we have. Matt Conner thought that was reasonable to do. Carla Arbagey (R) asked if we could ask our union to endorse this before June 1, and Matt Conner said that would be fine. The working group will work on this and report back.

For the rest of the APM recommendations—beyond 360-4—we'll have to submit something to UCOP before we can reconvene, so we'll have to set some guidelines. Our responsibility is to accept all of the input we get for change, consolidate it, and forward it. We can say we have an accumulation of opinion, and that's probably the best we can do. Matt will put up a wiki on bSpace to collect it, and divisions should get their input in by May 20 to give us time to compile it for UCOP. Individuals can also contact Matt directly.

ACTION: Matt will put up a wiki to collect that input. Last date for divisions to submit collected input from their members and put it on the wiki is May 20.

ACTION: Carla Arbagey will contact the union for its endorsement of our resolution.

H. New Business

1. Position Papers - **table for next mtg.**
2. Committee Chair appointments – **table for next mtg.**

3. Newsletter

Let's get this out before the summer, so that means by late June. We should probably begin working on it now. As for content, we can repeat the essence of what we did before and include:

- A report on various issues on the system level
- The outcome of the membership issue
- progress on the APM and definition of the Librarian series

Is there anything new to add? Anything we want to change from before? Or use the same style/format/look? The response to the first newsletter issue—content and format/artwork—was generally positive. Let's leave it to Carla Arbagey (R), who designed the first issue, and who may want to take a different approach this time. Because we are in the early stages with the newsletter, we can experiment.

Debbie Murphy (SC), during our second Special Assembly (April 14), had this idea for the newsletter:

Debbie Murphy (SC) followed up on the mention of the LAUC newsletter by recommending that we put a version of this lively discussion in our newsletter, so more members—including the ULs—can be part of this. Matt Conner agreed that we want to disseminate our information, and our newsletter is one medium for making our conversations more public.

How can we continue some dialogue without going on at length (as we did—and needed to do—during our Special Assemblies)? Matt Conner suggested that, instead of him “reporting” via the newsletter, we give space to our peers who want to communicate with the membership. During the Assembly, we saw there are LAUC members who have something to say. We could include the disclaimer that these are not necessarily ideas endorsed by the Exec. Bd., but the newsletter can be a way for members to address their peers. They could even be editorials.

We could also publish Nick Robinson's final comments at the Assembly—if he's willing--about who we are, what LAUC is about, what's important, and how we move forward from here. It was a good distillation of the membership concept that carried the day, and it would reach more members than the Assembly attendees and those who watch/listen to the videos and wade through the minutes.

Matt Conner also offered another idea: at the Assembly, new member Beth Levrault (I) spoke up to disagree with a prevailing notion—which took guts—so we could also have new members write for the newsletter. LAUC-R has different ways to include non-members on their committees, so that could be an article. Carla Arbagey (R) supported that idea, because giving new members a voice in the newsletter could encourage other new members to become more active, join committees, etc. Matt recalled that his first two years in LAUC were like an apprenticeship: lots of listening and trying to figure out what was Greek to him. Encouraging new members to participate sooner could reduce this watching-and-waiting period.

ACTION: Matt will post a draft of the newsletter on the wiki for input. Let's think about LAUC members—especially newer ones—who might be interested in writing for this issue. We'll continue this at our next mtg.

I. Round Robin of Divisions

LAUC-B: Rita Evans

One recruitment is under way for Anthropology & Qualitative Research Librarian.

LAUC-B's budget for 2015-2016 was approved after lengthy negotiations. In the absence of funding from the Provost's office, funding was again provided by the University Librarian, although more than one-quarter of the Berkeley librarians work in Affiliated Libraries and do not report administratively to the UL.

Open Access: Reclaiming Scholarship for the Academy is the theme of the biannual LAUC-B Conference which will be held on October 16, 2015, at the David Brower Center near the Berkeley campus. The Conference will feature keynotes by biologist Michael Eisen and new Nobel Laureate cell biologist Randy Schekman, both UC Berkeley faculty members and longtime open access advocates, as well as a panel discussion, poster sessions, lightning talks and breakout sessions.

Berkeley hosted a meeting of the UC Science and Engineering Librarians (UCSEL) on May 6. This was the first time the group had met in five years. There was an open forum on new library services, an overview of Open Access and campus initiatives, description of data management services and campus initiatives, a CDL licensing update, and a discussion of the Shared Cataloging Program. Consensus that face-to-face meetings are very helpful.

The Senate Faculty Committee on the Library drafted a letter endorsing LAUC's suggestions from the statewide Assembly for changes to the definition of the librarian series in the APM and forwarded it to the Faculty Senate.

LAUC-D: Bruce Abbott

There are several recruitments that are in progress or will be advertised shortly: Head of the Blaisdell Medical Library and 3 subject specialists (engineering, environmental, plant molecular biology).

LAUC-I: Keith Powell (left the meeting before the round robin; submitted the report after the meeting)

The full slate of candidates for the divisional ballot is coming together. The LAUC-I Election Committee plans to debut the ballot at the May 15 General Membership meeting and go active with the online ballot on May 18th.

LAUC-LA: Lynda Tolly reporting for Rikke Ogawa, who was here for the first hour

UCLA's COLASC/Committee on Library and Scholarly Communication will be writing a letter in response to the APM revisions to encourage CoUL, LAUC, and AFT (American Federation of Teachers, our union) to work together to refine the definition of APM 360-4. On another note, the strategic planning process has started. Brightspot was hired as the consulting firm for facilitating this process.

LAUC-M: Elizabeth McMunn-Tetangco

No recruitments now, but some may be coming up soon.

LAUC-R: Rhonda Neugebauer

There have been crashed searches, including one for the person in charge of organizational design. As a result, this puts the strategic planning process—another term for re-organization--on hold. Lots of organization chart changes are taking place. Rhonda is struggling to keep up with all the changes.

LAUC-SD: Penny Coppernoll-Blach

Jin Moon is the new Korean and Japanese Studies Librarian. She started on April 20 and is assigned to the Academic Liaison Program. UCSD has started a new, 5-year strategic planning process, and discussion groups are forming.

LAUC-SF: Evans Whitaker

No recruitments; very quiet here.

LAUC-SB: Kristen LaBonte

Just hosted the annual staff celebration brunch yesterday where the librarians cook up a big meal for everyone. It was a great success, and now the librarian-chefs are now exhausted.

LAUC-SC: Debbie Murphy (not present; submitted the report after the meeting)

UCSC Library is recruiting for a Project Archivist, Assistant Librarian – Temporary Status. LAUC-SC is holding a series of brown-bag discussions open to all library staff. The most recent one was a roundup from attendees of conferences and workshops to share sessions of interest. Future brown bags are being planned.

J. Adjournment - Rhonda Neugebauer (R) moved to adjourn; Rita Evans (B) seconded the motion. Passed by voice vote. Meeting was adjourned at 2:52pm.

Next conference call date/time: [June 4, 1-3pm](#)

Appendix A

LAUC Web: Proposed structure – submitted by Julie Lefevre, Web Manager and Chair of the Web Redesign Ad Hoc committee – for review of the language and placement of the navigation menus.

LAUC Web: Proposed structure

The following is the proposed architecture for the redesigned LAUC website. The top-level headings will appear in the main navigation menu on the top of each page. The bulleted items are sub-menus that appear on the related pages. Screenshots of the beta site are below, to see the menus in context.

About

- Bylaws and Procedures
- Elections
- Historical Documents
- Position Papers and Statements
- Resolutions

Calendar

- Past Events

People

- Divisions
- Executive Board
- Grant Recipients
- Meet Our Members

Committees

- Ad Hoc Website Redesign
- Diversity
- Professional Governance
- Executive Board
- Research and Professional Development
- Inactive Committees

Resources

- Document Library
- Collaboration Tools
- Travel Reimbursement

Search

Sample display

About

Calendar

People

People menu with Divisions displayed

Committees

Resources

Appendix B

Documents from the bspace LAUC Exec Bd 2014-2015 Resources file, under APM2

APM 210-4 and 360 Revision Comments LAUC-D.doc – by Adam Siegel – posted on bspace by Matt Conner on April 30, 2015

Proposed Revisions to APM 210-4 and APM 360

Colleagues,

Thank you for the opportunity to provide comment.

I have reviewed the draft revisions to APM 210-4, Instructions to Review Committees, and APM 360, Librarian Series, currently being circulated for comment.

According to the Council of University Librarians (CoUL) and its administrative arm, the Administrative Services Advisory Group (ASAG), the impetus for these revisions is to update the APM "to conform to the contract, effective October 1, 2013, between the University and the American Federation of Teachers (AFT)", to ensure that "for the most part, the terms and conditions affecting non-represented librarians should be consistent with those affecting represented librarians."

Following my review, I noted several sections of the proposed revisions retain or exacerbate inconsistencies in the terms and conditions that affect non-represented librarians and represented librarians.

1. Differing expectations for promotion.

Per the current LX contract (MOU Article 4.C.1), "[p]romotion may also depend upon increased responsibility as well as growing competence and/or contribution in the candidate's position." However, the revised APM (APM 210-4-e-2 and APM 360-10-c) state, "[p]romotion shall be justified by demonstrated superior professional skills and achievement and, in addition, demonstrated professional growth and accomplishment, growing competence and contribution to the candidate's position, and/or the assumption of increased responsibility."

This suggests that the promotional criteria for represented librarians may depend on *both* increased responsibility *and* professional competence and contributions. However, the promotional criteria for non-represented librarian must be based *either* on professional achievements, competence, contributions, etc. *or* the assumption of increased responsibility.

2. Differing weighted criteria for advancement.

Per the current LX contract (MOU Article 4.C.2), "[a] candidate for merit increase or promotion in this series shall be evaluated on the basis of the first of the following criteria, and, to the extent they are relevant to the candidate's career path, on at least one or more of the last three...." However, the revised APM (APM 210-4-e-3 and APM 360-10-b) state, "[a]candidate for merit increase or promotion in this series shall be judged/evaluated [sic] on the basis of the first of the following criteria, and, to the extent they are relevant, on one or more of the following/last three [sic]...."

This suggests that mandatory promotional criteria for non-represented librarians are limited solely to professional competence and quality of service within the library, which is a lower standard than that specified for represented librarians.

2. Differing evidential criteria for evaluating professional competence and service.

Per the current LX contract (MOU Article 4.C.2(a)), extramural evaluative evidence concentrates on service (i.e., performance): "[e]vidence of effective service may include, but is not limited to, the opinions of faculty members, students, or other members of the University community...." However, the revised APM (APM 210-4-e-3) states, "[e]vidence of professional competence and effective service may include, but is [sic] not limited to, the opinions of professional colleagues, particularly those who work closely or continuously with the appointee; the opinions of faculty members, students, or other members of the University community...."

This suggests that non-represented librarians as candidates for review may be required, under procedures laid out in APM 360-80, to assemble "necessary additional letters and documents" that differ significantly in scope from those of represented librarians.

I have also noted a non-trivial change to APM 360-6-c:

"When the Chancellor or designee determines the need for an ad hoc review committee, the Librarians Association of the University of California (LAUC) shall be responsible, through individual LAUC division procedures, for the nomination of members of ad hoc review committees to advise in the academic review of members of this series. ***After an initial designation of names for appointment to an ad hoc committee, the Chancellor may request the designation of additional names.*** The Chancellor or designee shall appoint members to ad hoc committees."

APM 360-6-c as currently written *already* reserves the right to appoint the members of an ad hoc review committee to the Chancellor or designee. This addendum inserts within the APM the specification that LAUC's divisions shall be obligated to continuously submit nominees until they meet administrative approval, thus stripping them of the authority granted to them both in the preceding section (APM 360-6-b) and APM 360 Appendix B "Presidential Statement on the Status of the Librarians Association of the University of California," as well as their authority as derived from LAUC Bylaws I, II, VI, and VIII. Furthermore, this addendum may potentially bring APM 360-6-c into non-compliance

with both APM 100-4 and the current LX contract (specifically, Article 29: "The parties agree that the University shall be able to maintain its historic role of consulting with the Librarians Association of the University of California (LAUC) with respect to local policies and procedures involving peer review actions, the allocation of professional development funds, and matters that are not covered by this Agreement or are not otherwise subject to negotiation with the UC-AFT. Local campus policies and procedures directly pertaining to the granting of merit increases, promotion, or the award of career status may be modified by the University annually following appropriate consultation with LAUC.").

Adam Siegel
Librarian, UC Davis
30 April 2015

APM feedback II.docx - posted on bspace by Matt Conner on April 9, 2015

I would like to offer the following comments regarding section 360-4, the Definition used for Librarians:

- The definition is out-of-date with the responsibilities of librarians on the UC campuses
- There is no mention of specific services that are used in current positions that UCLA alone is trying to fill:
 - Teaching and instruction – foundations of what so many of us do in our positions, and I am not referring to supporting the teaching mission of the UC but rather doing our own instruction both formal and informal
 - Providing support for digital projects developed by both faculty and students
 - Managing all aspects of the growing number of e-resources, which include licensing, access, cataloging, metadata, and preservation
 - Staying abreast of developments within our own specialties so as to promote their use in support of research and faculty instruction
 - The persistence and preservation of all types of information products that we collect
 - Identifying ways in which to bring forth collections in support of research and instruction
 - Advising our own faculty on the information products that they have created
 - Archival work
 - Representing one's campus to relevant and policy-setting international groups and associations

- Collaborating across campus units, campuses, and institutions in support of research and teaching
- Overall the current language being used for the definition does not reflect the value that Librarians bring to each campus, nor does it properly show that UC Librarians are key to the success of the students and faculty on each campus

Thanks again for the opportunity to comment on the revisions and I am hopeful that UCOP has a better understanding about what we do as academic librarians.

APM revision Comments 2015-03-je.docx – by James Eason - posted on bspace by Matt Conner on April 9, 2015

Comment on Revised APM
11 March 2015 and 6 April 2015.
James Eason
(Page numbers in redlined version.)

APM 360

Page 7
360-10

c. Promotion shall be justified by demonstrated superior professional skills and achievement and, in addition, demonstrated professional growth and accomplishment, [growing competence and contribution to the candidate's position](#), and/or the assumption of increased responsibility. [This is assessed through objective and thorough review. If, on the basis of a review, the individual does not meet the criteria for continuation or advancement, there is no obligation on the part of the University to continue, to advance, or to promote.](#) The assumption of administrative responsibility is not a necessary condition for promotion.

Concerns:

- 1) Paragraph is on "Promotion" but the addition brings up meeting "the criteria for continuation or advancement" which broadens to scope beyond promotion cases, presumably. This added sentence should be located differently in the document, so it is clear that it applies to all review cases (promotion or merit) OR the first word of the paragraph ("Promotion") should be replaced with "Advancement" or similar.
- 2) Insertion of "continuation" is entirely new to this section of the APM. Its insertion here suggests that Peer Review is directly involved in a termination decision process. It also raises the questions "What are the criteria for continuation?" and "What is CAPA's role in termination?"

(7) Reviews of career status appointees will be conducted at regular intervals to determine if a merit increase or promotion is indicated. If there is reason to doubt that the career appointee is performing satisfactorily, the appointee will be provided with a written remediation plan to address the perceived deficiency. After a reasonable remediation period, a review of the appointee to coincide with a regularly scheduled review will be conducted. If a review results in an unfavorable evaluation, the appointee may be subject to termination after due notice. Otherwise the appointment will be continued. If such a review does not coincide with a regularly scheduled review, an off-cycle review will be conducted in accordance with established campus review procedures (see APM - 360- 80-a(1))., The appeals procedures in APM -140, Non-Senate Academic Appointees/Grievances are available as a protection against arbitrary, capricious, or unreasonable termination.

Concerns / Observations

Language about “remediation” is new to this section of the APM. What is the implication regarding local CAPA procedures?

For the first time in this section of the APM, this lays out a path toward termination of a librarian that is no longer performing adequately at some point after they have achieved career status.

The agent of these actions is unclear: CAPA? The RI? The UL or University’s Deciding Officer?

Understandably this needs to be general in the APM, but can we assume that “the review” means a peer review every time it is mentioned above?

Sentence 2: “If there is reason to doubt that the career appointee is performing satisfactorily....” Does this mean that if the librarian in career status has a negative (“no action”) review, THEN a written remediation plan (by the RI?) is triggered?

OR is this “doubt” independent of peer review results? As written, remediation plans and periods could happen before any peer review; “reason to doubt” could be in any administrator’s mind. Perhaps the RI could express this “doubt” and issue a remediation plan prior to a peer review? (This might be a reasonable order of events, but it is unclear here.)

The cover letter (March 9, 2015, from Council of Vice Chancellors) accompanying this draft suggests the remediation plan follows a negative review, but the APM itself does not make that clear. Language from the cover letter: “A written remediation plan and process must be engaged if a review of a career status appointee results in an unsatisfactory review.”

Sentence 3: “After a reasonable remediation period, a review of the appointee to coincide with a regularly scheduled review will be conducted.” So, this may be a [peer] review AFTER an earlier negative review and a remediation period, or it may be a [peer] review after an RI-initiated remediation period even if the librarian’s last review was a positive one (but the RI doubted that they were “performing satisfactorily”

Sentence 6: “If such a review does not coincide with a regularly scheduled review, an off-cycle review will be conducted....” This muddies the waters further. I believe it means that if someone, such as an RI, expresses doubt about a librarian’s performance and gives them a written remediation plan, that RI can determine what is a “reasonable remediation period” (sentence 2) and then request an off-cycle [peer] review?

In my opinion, the language should be revised to make it clear that

1) this is all in the context of a “no action” decision “intended to address performance issues” and following peer review,

OR

2) it should be re-written to make it clear that doubt regarding performance AND a remediation plan may be issued by a supervisor independently of the review process, and that the peer review process comes in

to play at the end of any such remediation process. In the later instance, a negative review after a remediation period could result in termination of a career status librarian.

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360-18

d. A librarian who receives no action shall nonetheless move to the new scale and shall be placed on a salary point closest to, but not less than, their current salary. In exceptional circumstances, a librarian who receives no action may be awarded....

Concerns / Observations

It seems odd to put this 1st sentence in the APM. Soon it will be irrelevant. Perhaps make the “new scale” language more specific and tie it to a date? “A librarian on the scale in effect prior to [Nov. 2013?] who receives a no action shall nonetheless move to the new scale...” (if it must be in the APM at all.) The rest of the paragraph does not relate to old scale / new scale issues, so this first sentence about new scale muddies the main points of the section.

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360-18

f. An employee who is currently subject to discipline shall not be eligible for a merit-based increase.

Concerns / Observations

Does the APM address what “subject to discipline” means? Presumably a librarian “subject to discipline” would still come up for review, because the frequency of review is mandated by the APM. So, that suggests that, no matter the outcome of the review (that is, the recommendation of the review committee), the person would not get a merit-based increase. This opens many questions regarding where disciplinary action originates and what is communicated to CAPA if a person “subject to discipline” comes up for review, and also the impact of such a review upon the future review calendar for that person. I assume CAPA would review such a case as usual, whether they know about the “discipline” situation or not, and regardless of their recommendation, the result would be a “no action” at the UL level because the APM demands it. Given a “no action”, that person could come up for review again as early as the next year, if they are no longer “subject to discipline.”

APM 210:
I have no comments on revisions proposed.