

Executive Board Transition Meeting

Monday, August 17, 2015 10am-3pm

UCLA Charles E. Young Research Library

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

9:30 – Sign-ins, breakfast – YRL Presentation Room (11348)

10:00

1. Call to order, welcome, introductions, announcements (Matt Conner)

Outgoing President Matt Conner called the meeting to order at 10:08am and welcomed the in-person and phoned-in attendees. He reminded everyone that at the annual Transition Meeting—as has been our practice and as reflected in the agenda—the morning part of the meeting is devoted to the outgoing board to wrap things up and pass along words of wisdom to the incoming board. The incoming board takes over after lunch.

For introductions, Matt asked outgoing Secretary, Christina Woo, to call the roll informally.

President:	Matt Conner, outgoing
Vice-President/President-Elect:	Diane Mizrachi, outgoing Vice-Pres/Pres-Elect and incoming President
Secretary:	Christina Woo, outgoing
Parliamentarian:	Dean Rowan (via phone), continuing
SLASIAC representative:	(Susan Koskinen not present)
SAG 1 representative:	[none since Diane Gurman's last report at the May 7 Exec Bd mtg.]
SAG 2 representative:	Susan Perry (via phone)
SAG 3 representative:	Angela Riggio
Web Manager:	Julie Lefevre

Committee chairs:

Diversity	Lia Friedman, incoming; Carla Arbagey, outgoing, arrived later
R&PD/Research & Professional Development	Diane Mizrachi, outgoing
CPG/Committee on Professional Governance	[no chair] Matt Conner, reporting for outgoing committee

LAUC-B:	I-Wei Wang (via phone), incoming Chair
LAUC-D:	Cory Craig (via phone), incoming Chair
LAUC-I:	Cynthia Johnson, incoming Chair
LAUC-LA:	Lynda Tolly, incoming Chair
LAUC-M:	Jerrold Shiroma, incoming Chair
LAUC-R:	(Carla Arbagey, incoming Chair, arrived later)
LAUC-SD:	Heather Smedberg, incoming Chair
LAUC-SF:	Sarah McClung, incoming Chair
LAUC-SB:	Richard Caldwell (incoming Vice-Chair) and Kristen LaBonte (outgoing Chair); Chrissy Rissmeyer (incoming Chair) is on maternity leave
LAUC-SC:	Frank Gravier, incoming Chair

2. Secretary's report (Christina Woo)

- a. Approval of minutes: LAUC Executive Board Conference Call, August 6, 2015 (Lisa Spagnolo)

Incoming Secretary Lisa Spagnolo took the minutes at the August 6 meeting, while outgoing Secretary Christina Woo was on vacation. Lisa sent out the DRAFT minutes on Friday, August 14, but received some Round Robin additions over the weekend. There were no corrections, other additions, or changes, so the DRAFT minutes were approved.

- b. 2015-2016 Executive Board Roster (Christina Woo, Lisa Spagnolo)
- c. Election calendar, consult on annual election date (Christina Woo, Lisa Spagnolo)
- d. Census of Delegates (and LAUC membership count) (Christina Woo, Lisa Spagnolo).

Christina Woo had emailed DRAFT copies of the Roster, Election calendar, and Census (b.-d. above) on Thursday, August 13 for Exec Bd members to review, edit, amend, correct by September 1, when the new LAUC year begins. Incoming President Diane Mizrachi also made copies for the packet each in-person attendee received this morning.

ACTION: For the Census of Delegates, please get Sept. 1 “snapshot” figures to Christina Woo by Aug 31. This is the number of LAUC members—hired and on board—in each division on Sept. 1. New LAUC members who will begin after Sept. 1 and recruitments in progress are not counted.

ACTION: For the Exec Bd Roster and the Election Calendar, please send changes/corrections to Christina Woo (cjwoo@uci.edu) by Aug. 31. Starting on September 1, incoming Secretary Lisa Spagnolo (Lcspagnolo@ucsdavis.edu) will maintain these documents, which will be posted on the LAUC website.

3. System Representatives: LAUC’s contacts with the system at large (Matt Conner)

- a. SLASIAC/Systemwide Library and Scholarly Information Advisory Committee
<http://libraries.universityofcalifornia.edu/slasiac/>

Susan Koskinen not present.

- b. SAG 1/Scholarly Research & Communication – no representative since May 2015 – no report
<http://libraries.universityofcalifornia.edu/sag1>
- c. SAG 2/Access, Discovery & Infrastructure
<http://libraries.universityofcalifornia.edu/sag2>

Sue Perry (via phone) gave an overview of what SAG 2 has done during the last couple of years, and what may lie ahead as DOC/Direction & Oversight Committee ramps up. SAG 2’s initiatives included:

- Charged a group to develop a shared metadata policy group for the libraries. The LAUC Exec Bd was helpful for that, because Sue wanted to get more people involved in the UCLAS/UC Libraries Advisory Structure initiatives, and the Exec Bd helped her recruit new people to participate in this work group.
- Oversaw the recruitment of the Ask a Librarian service manager last year, and then evaluated that position this year.
- Oversaw the process of replacing the ILL courier service last year.
- Charged a group to look at authentication. The ULs had asked SAG 2 to look at how to expand the use of Shibboleth (<https://shibboleth.net/>). The resulting white paper showed that Shibboleth is a bit more complicated than the ULs realized, and there is only so much we can do in the libraries; a lot has to do with IT and the vendors.
- Before the transition to the new DOC structure was launched, SAG 2 began an investigation into systemwide discovery, the first phase of which looked at Melvyl and Worldcat to improve the discovery of more licensed resources, especially of Tier 2 holdings in Melvyl. Further work on that will take place after the DOC transition.

- Began meeting with the UCLDC/UC Libraries Digital Collections implementation team, which is launching the new Calisphere this Aug/Sept. SAG 2 wrote up a set of recommendations for assessing the launch, and how to proceed with UC's collaborative digital asset management system.
- Now meeting for an hour every other week, but work is slowing down in light of DOC taking over. Three or four SAG 2 members will be transitioning to DOC. They will be meet for 2 days on Aug. 27-28, and after that there will be a clearer picture of expectations, including if/how the new group will move forward with SAG 2's initiatives and projects

d. SAG 3/ Collection Building & Management

<http://libraries.universityofcalifornia.edu/sag3>

Angela Riggio (in person) has been on SAG 3 for over two years, which began with trying to define what "collection and management" is to focusing on specific things. Major projects included (more details at <http://libraries.universityofcalifornia.edu/sag3/projects-and-groups>)

- Completion of the shared ILS investigation task force report
- Developed guidelines for the Collection Librarians/Bibliographers Group Concept Proposal and was about to distribute it, but CoUL/Council of University Librarians asked to put the project on hold until the DOC reorganization.
- For the Federal Government Documents archive task force, SAG 3 appointed an oversight team
- Collaborative Collection Development via Digitization task force has been appointed
- Shared Print Strategy: journal de-duplication strategy
- Collection Licensing subgroup reports up through SAG 3 but has a full agenda of its own
- Now meeting once a month for an hour and a half to monitor existing projects.

Matt Conner described how the advisory structure is about to change and referred to the color handout in our packet: "Appendix 1: Draft University of California Libraries Advisory Structure (UCLAS)" – also at <http://listserv.ucop.edu/cgi-bin/wa.exe?A2=UCLIB-UPDATE-L;40904d76.1506>

All lines used to emanate from CoUL/Council of University Librarians, and that became overly burdensome (too consultative) for CoUL. The main driver for change is to relieve CoUL of operational tasks so it will have more time and energy for oversight and strategic work. DOC/Direction & Oversight Committee will replace the communication function of the CC/Coordinating Committee and take most of that day-to-day work away from CoUL. Unlike the CC, DOC will have some executive decision-making power and will refer to CoUL matters that need a higher level of decision making. DOC is chaired by Donald Barclay, who used to be on CoUL as interim UL at UCMerced.

LAUC's task is to secure a role in the new advisory process. LAUC has asked that its immediate Past President be on DOC (voting or non-voting), and they are considering it.

The other big change is the green boxes at the bottom of the color handout—the OGs/Operations Groups—will replace the SAGs/Strategic Action Groups, but the number of OGs will vary, depending on the projects and initiatives at hand. LAUC's current SAG reps may or may not continue in one or more OGs; we are waiting to see what develops. No definite roll-out date for the new advisory structure has been announced, but this Fall is a possibility.

The Shared Libraries Facilities Board – CoUL (1-2 reps), a member of the Academic Senate, and a LAUC rep—will begin meeting in August to study the RLFs/regional library facilities. Matt Conner sent in 4 names of LAUC members on July 31, then 2 more came in; one member will be selected from our nominees. This adds to our slate of representatives on the systemwide level.

4. Committee on Research & Professional Development (Diane Mizrachi)

<https://lauc.ucop.edu/committees/research-and-professional-development-committee>

R&PD had a very busy year implementing a new system with 2 calls for proposals—in early Sept. for research grants, mini-grants, and presentation proposals, then in Jan. for presentation grant proposals—instead of 1. The Sept. call resulted in 19 proposals: 5 for research, 1 for a mini-grant, and 13 for presentations. The Jan. call yielded 26 presentation grant proposals. LAUC's budget of \$32,400 could not cover all of the applicant requests, which totaled over \$47,000. For the second call, the committee decided to place on a second tier the applicants who had received funding in the last 12 months, and the rest of the presentation applicants received 42% of what they asked for.

R&PD also devised a new presentation grant scoring sheet and guidelines for use by the incoming committee in 2015-16. One applicant who was turned down, because he had received a grant during the previous 12 months, protested, saying had he known that, he would not have taken the time to apply. This stipulation will be made clear for future calls. R&PD also discovered that over 60 recipients had not submitted EOF/End of Funding reports, so a new criterion for future funding will be a report of past funding. As of today's meeting, only 2 are still outstanding.

R&PD also recommends funding caps of \$5,000 for research grants (previously unlimited), \$500 for mini-grants, and \$600 for presentation grants (previously \$750), but they are not binding for future calls. Because this funding does not roll over, if there are unallocated funds at the end of the year, the committee should distribute all funding.

Diane thanked the committee members by name—see <https://lauc.ucop.edu/committees/research-and-professional-development-committee>

5. Website Redesign Ad Hoc (Julie Lefevre)
<https://lauc.ucop.edu/committees/ad-hoc-website-redesign-committee>

Julie is LAUC's Web Manager and also chaired the Website Redesign Ad Hoc committee, whose work is now done. She demonstrated the new site (<https://lauc.ucop.edu/>), but started with a look at the now-archived old site (lauc-archive.ucop.edu). She reviewed the history of the project for the new Exec Bd, which received its charge in May 2014 from then-LAUC President, Nick Robinson. It followed on the heels of the LAUC Web Review ad hoc committee, which had been charged in Nov. 2013 by LAUC President Nick Robinson. That committee's Feb. 2014 report: https://lauc.ucop.edu/sites/default/files/attached-files/adhoc_web-review_report_2014.pdf

LAUC's site looked old, was made with old code, was not very accessible, had no standard architecture, and did not reflect us well as an organization. The committee began that summer, developed a project scope, and sent out a RFP to 5 web development firms (most of which are in the Bay Area) and received 3 proposals.

FivePaths (<https://fivepaths.com/>) was the successful bid (slightly under budget and offered a timeline of 8-10 weeks), and after the committee got money transferred from UCOP to LAUC, work began in Sept. 2014. By Oct. the final versions of the wire frames (line drawings) produced some design mockups. By Dec., after 5 rounds of mockups to get the colors, fonts, photos, and other details right, the committee signed off on it. In Jan.—after FivePaths took all of Dec. off—the company started building out the site. Between Jan. and June the content was migrated, and the committee tweaked things here and there. Content migration took more work than Julie thought, but everything was done in July, and Julie and the committee are really pleased with the results. The new site is ready for dynamic content, once a LAUC Web Content committee is appointed.

Key features of the new site:

- Front page:
 - one library building photo from each campus, and the committee recommends they be refreshed every year.

- **Meet our Members** will be managed by the Diversity Committee, who will recruit more profiles. Mouse over Annette Buckley's photo to see an alternate photo of her. Only one alternate photo can be included, but the librarian can choose to include a link to a site with more photos, such as one's Libguides.
- **Calendar** (from horizontal blue strip) currently shows meetings but can list deadlines (such as calls for research funds) and upcoming Assemblies and use the LAUC website as the Assembly site for registration, program, photos, and other details instead of individual campus Assembly sites. Many divisions' Assembly websites have died or disappeared, so using the LAUC site will preserve them.
- **Featured** (bottom right of front page) highlights achievements and will need input from divisions/members.
- **Divisions** (under **People** on horizontal blue strip) is something new: alphabetical listing of all members.
- **Committees** shows all active committees, and **Inactive Committees** at right
- **Resources** (from horizontal blue strip) is also new. **Document Library** has all documents that appear anywhere on the LAUC website. Click on **Document Library** to open the search feature.
- **Login** (from horizontal blue strip) will be for members who are authorized to upload content to the site.
- This site has Google Analytics on it, and it is friendly to mobile devices.

Julie, as Web Manager, is excited to see this site grow; the ad hoc committee did a great job. Julie's suggestion to incoming President Diane Mizrahi is to give her the agenda for Exec Bd meetings (instead of emailing them via the listserv) for posting on the website, so Exec Bd members will visit the website more often.

Matt Conner noted that he had not been able to find the Exec Bd minutes. Julie said that each Exec Bd mtg. will have an agenda and minutes.

Cynthia Johnson (I) asked about the timeliness of entries about members, such as Meet Our Members. For example, Annette Buckley's profile says she is LAUC-I Member at Large, but her term has ended. Christina Woo noted that many members' details change, such as job titles, so at a previous Exec Bd mtg where Julie gave us a progress report on the Web Redesign, we talked about "date stamping" the Meet Our Members entries, because we couldn't think of a practical way to keep everyone's information up to date. She also asked about members who retire: do they disappear from their division's roster? Will we have a retirees section? Cynthia Johnson wondered if there was a way that member information could be pulled from campus websites. Someone else asked if members could update their own member information. Julie said she can add as much or as little information about a member as members would like to send to her. Members can add a link to their LinkedIn page, which would be as current as the member makes it. Another person added that a librarian in Meet Our Members could include date-specific information in their profiles, such as "...Member at Large in 2014" instead of "currently serving as Member at Large."

Before moving to the next agenda item, we applauded Julie and the ad hoc committee for their impressive work.

6. Diversity Committee (Carla Arbagey)

The committee had two charges this year: Work with the Ad Hoc Website Revision committee as a second pair of eyes and to continue working on the Meet Our Members project on the new LAUC website. For the latter, the committee devised 14 questions and recruited members at each campus to participate. They selected Ken Lyons (SC) and Annette Buckley (I) as the first two members to feature.

Later in the year, Matt asked the committee to look at the number of LAUC members: how much is it going up or down? The committee found data back to 1994 in various places. They show that membership is declining at a scary rate, especially vis à vis student enrollment. At Exec Bd meetings we discussed possible causes for this, besides the loss of positions as a result of the 2008 higher education budget shortfalls, and came to no conclusions.

Matt Conner noted that, in addition to Carla's work on the Diversity Committee, she single-handedly produced both Newsletters, and thanked her for those extra efforts.

7. Academic Personnel Manual/APM 360-4 Task Force (Matt Conner, Diane Mizrahi)
<http://ucop.edu/academic-personnel-programs/files/apm/apm-360.pdf>
Matt submitted his remarks as a report shortly after the meeting—see Appendix A

Matt introduced this as the one item of outstanding business from the outgoing Exec Bd to the incoming one. He referred to the APM sheet in our packet—the first page of the URL above.

Diane and Matt are on a CoUL/LAUC task force to revise the text of APM 360-4. Past President Nick Robinson has noted via email that ULs are LAUC members, so the task force is composed entirely of LAUC members and chaired by one. They members are listed in the Spring 2015 Newsletter—see <https://lauc.ucop.edu/sites/default/files/attached-files/newsletter-spring-2015-final.pdf> (at “APM Revision,” at the left of the Exec Bd photo).

Matt explained that the APM/Academic Personnel Manual is a foundational UC document to which many other texts and documents refer (general description at <http://www.ucop.edu/academic-personnel-programs/academic-personnel-policy/index.html>). The MOU/Memorandum of Understanding applies to represented librarians (text at <http://ucaft.org/content/unit-17-mou>). APM is the foundation, and the MOU is an adaptation that takes precedence for represented librarians. The task force is addressing the APM, not the MOU, because Article II, sec. 5 of the LAUC Bylaws prevents us from interfering with matters covered by the MOU, which is the jurisdiction of the union. Roughly speaking, about 75% of LAUC is covered by the MOU, and the rest are non-represented members.

Background:

The LAUC Exec Bd has been working on revising the APM 360-4 for most of the year, and when the revisions were sent to UCOP, they were shut down completely; no changes were accepted. When Matt contacted Janet Lockwood, UCOP Director of Academic Policy & Compensation, for an explanation, she said that her department was trying to harmonize the APM and the MOU, and LAUC’s language was too different.

At the same time, the Exec Bd was wrestling with so the fact that many “librarians” were being reclassified into positions outside the Librarian series, and enough new library colleagues were hired directly into non-librarian series titles to raise the question, “Who is a LAUC member?” We could expand the membership to include these new colleagues (and their variety of job titles), or we could expand the definition of the Librarian series. At the Assembly in April, we decided to expand the definition of the Librarian series, but how could the APM be changed to reflect this? UCOP then noted that, beyond the goal of harmonizing the APM an MOU, a bigger issue was support and broad representation. LAUC’s input was not enough for a change of this magnitude; we needed to work with CoUL, hence the joint task force.

LAUC was unable to garner enough support for UCOP’s initial deadline of June 30 for APM final revisions, so UCOP gave us an extension to September 8 to come up a consensus statement on the definition of the Librarian series. Chair Brian Schottlaender’s approach was fairly systematic—to have the joint task force start from the beginning to give it a fresh look—and not think in terms of “LAUC’s definition” versus “CoUL’s definition.” They began by thoroughly looking at the language used by various library associations, info/library science programs, and peer institutions. There were similarities but mostly fuzzy definitions. Then the members wrote their own definitions. After more discussion and reflection, everything will be compiled and shared with the rest of CoUL and the Exec Bd, then the membership. They are going over the final draft now and will get it out to the rest of the Exec Board no later than next week—**see Appendix B, dated August 21, 2015**. In order to meet the September 8 deadline, the LAUC membership will receive the document afterward, and will be able to comment on it as individuals and as divisions.

Rationale: the draft that the task force comes up with seeks to:

- modernize the language
- generalize it so future tasks and philosophies will be included (without too much detail that may go out of date)

- create a definition of librarianship that distinguishes librarians from others who work alongside us in the libraries but who are not LAUC members. This harkens back to Position Paper no. 5 (<https://lauc.ucop.edu/position-paper-no-5>). How do we create and maintain our “librarian” identity? We decided to think of librarianship in terms of comprehensively describing what we do; we have an overview of the profession, common values of service, etc..

Benefits:

- Gives credit for librarians under review
- Gives guidance for the hiring process
- Acts as a recruitment document that describes UC librarianship in a modern world

The new language is not a radical change in content.

Approval process: Exec Bd will vote to approve this to go forward in an APM draft. If approved, it will go to final review and then to the stakeholders, including the LAUC general membership, faculty, etc. UCOP will decide what to accept. If the Exec Bd votes not to approve this, we are stuck with what we already have, and the process stops. As soon as the draft is distributed--*see Appendix B*--both the incoming and outgoing Exec Bds will work on it together, but the old Board will probably do more of the revision work, since they're more familiar with it; all Exec Bd members are welcome to participate. Due to the Sept. 8 deadline, however, the new Board will have to vote on it soon.

CPG/Committee on Professional Governance report (Matt Conner, reporting)

CPG was incredibly productive under a very compressed time frame. Finding a chair proved to be difficult and time-consuming, so Matt Conner and Parliamentarian Dean Rowan convened the committee in late January 2015 and thereafter reported for the CPG at Exec Bd meetings. As a result, identifying committee chairs and vice-chairs on a rotating basis has been established for 2015-2016 to avoid this in the future. CPG held frequent conference-call meetings and produced a draft, which made it to the Spring Assembly after thorough vetting at the division and general membership level.

8. President's Report (Matt Conner)

Financial Report (also see the afternoon agenda): Diane already circulated a financial report (*see Appendix C*). The LAUC budget has two parts:

- Money from UCOP, most of which funds the transition meeting (\$5,000) and the Spring Assembly (\$10,000). An additional \$2,250 is our electronic communication (ReadyTalk).
- The LAUC President also gets \$14,000/year in discretionary funding from UCOP, and a leapfrog-kind of roll-over from an earlier LAUC President (too complicated to cover here).

All of the 2014-2015 funding was spent. The transition meeting and Spring Assembly went over budget, and any extra money went into the website revision. We've committed heavily to the website, and we now need to add more content. Incoming President Diane Mizrahi has some great ideas about that, and we will be forming a Web Content committee. We are consistently exceeding the budget for our Assembly and transition meeting. UCOP funding has been finite and is not keeping up with our expenditures. We will have to be clever on how to involve people without spending as much as we have been on travel. We could explore more virtual meetings and regional meetings/colloquia that require less expensive travel to attend.

Outgoing President's brief summary of what we did this year (Matt Conner)

Also see the “LAUC President's Report – Spring 2015” written for the Assembly at UCSD on April 17, 2015: http://libraries.ucsd.edu/about/pro/lauc-sd/0_files/assembly-2015/report_president-assembly-final.pdf

- Membership issue was a primary focus. In September 2014 the Exec Bd produced a membership report, which served as the fundamental document explaining all of this. It was circulated to the general membership and received some comment.
- Required periodic review of the 5 Position Papers: <https://lauc.ucop.edu/position-papers> We are 12 years overdue, so we couldn't avoid this task. The Exec Bd decided that Papers 1-4 were not relevant, but 5—"The Academic Librarian in the University of California"—was relevant to the membership issue.
- UCLAS/UC Libraries Advisory Structure asked the Exec Bd to consider SAG 3's proposal on revising the bibliographer groups (SAG 3: Collection Building & Management), so we provided a response
- Responded to the UCOP OA/Open Access policy
- Revised APM/Academic Personnel Manual text
- Held 2 Special Assemblies (via conference call) in April
- Planned the program for the Spring Assembly at UCSD
- Committees did a great deal of work:
 - o Website Revision ad hoc, under Julie Lefevre's leadership, completed a 2-year project to produce a handsome, accessible site as demonstrated to us earlier in today's meeting
 - o CPG/Committee on Professional Governance did a huge amount of work in less than a year (see report earlier in this agenda)
 - o Diversity, led by Carla Arbagey, provided feedback on the website revision, creating the Meet Our Members section there, researching LAUC membership data, and Carla produced the first two issues of our Newsletter – see <https://lauc.ucop.edu/lauc-newsletter>
 - o R&PD/Research & Prof. Dev., under Diane Mizrahi's direction, did a fantastic job of implementing a new funding model and grappling with many more applicants than Matt had to during his Vice-Pres./Pres.-Elect term as chair of this committee

Lessons learned to pass on to the incoming Exec Bd (Matt Conner)

- What is the state of LAUC? The Exec Bd typically does not tell the divisions what to do, but this year we sounded authoritarian at times, since we were responding to threats to the nature and integrity of LAUC's organization and membership. Issues were distributed and discussed widely, and the Exec Bd was diligent in soliciting input. We're now in a more benign mode, serving as a resource and support for the divisions, including the research funding. The committees and Assembly also facilitate LAUC members' work on various projects and issues across the divisions.
- Statewide LAUC also works on systemwide problems/topics, such as the Open Access policy, Calisphere, HathiTrust, Scholarly Communication, which the divisions are not equipped to do, but these topics need the attention and input of our membership. "A place at the table" comes up when describing our systemwide commitments. But LAUC has to have something to say, and not everyone knows what LAUC is/does. In order to be widely involved, we need to learn about the issues, which resulted in launching the Webinar series <http://libraries.universityofcalifornia.edu/cc/projects-groups/uclas-webinar-series>.
- We need to think of CoUL/Council of University Librarians as part of our team, not as an enemy. "Us versus them" rhetoric characterizing CoUL as LAUC's adversary is not productive or professional. Being self-defeating like that gets us nowhere. When CoUL grows weary of that kind of language, they walk away, and LAUC's advisory function goes with it. It would serve LAUC well to cooperate more with CoUL. On the CoUL/LAUC joint task force working on APM 360-4, Chair Brian Schottlaender has put in a lot of effort as chair, reading 60-page documents, sending email on the weekends, etc. LAUC is doing itself a disservice to regard CoUL as malevolent and exploitative.

- LAUC's inward-facing and outward facing domains: how to do this effectively? How can we fulfill our responsibilities? It's not by being smarter than other members. Our "power" as Exec Bd lies in harvesting the extensive people resources we have in LAUC. Matt worked to take good advantage of the subject expertise in our organization by getting smart, knowledgeable people to consult with the Exec Bd.
 - We need to be more cohesive, especially in providing a systemwide response to questions and issues. Collecting a lot of input and just passing it along to UCOP or CoUL is not productive. To carry weight in the future, we need to think in a more coordinated way and communicate more coherently and concisely.
 - Being on LAUC Exec Bd has enabled Matt to meet a lot of people, and he's really enjoyed it. On a systemwide level, LAUC has considerable scope and a lot of resources and opportunities that most other academic libraries probably don't enjoy. We should bring new ideas and try them out. He recommends a problem-solving approach--as opposed to endless discussion--for greater efficiency and fun. During our second Special Assembly in April, the first one hour was marked by contentious discussion, and people talked over each other. By the second hour, we had identified common goals (redrafting text) and worked toward them, resulting in a more productive and harmonious time together.
 - Nick Robinson's presidency—immediately before Matt's 2014-2015 term—established an Exec Bd trend of identifying very long-range projects, which Matt did not appreciate at the time, but they are bearing fruit now. They included setting up systemwide communication with the Coordinating Committee, getting Prof Dev monies transferred from UCOP to LAUC for improved responsiveness with funding, and initiating the redesign of the LAUC website. Matt's fate was to be handed the membership issue, which is nearing an end with the APM. The incoming Exec Bd can now profit from all of these outcomes.
 - How will you learn all of this? Matt wondered this aloud to President Nick Robinson when he joined the Exec Bd as Vice-Pres./Pres.-Elect in 2013, and Nick said by the end of the year he'd know it, and he was right. The Vice-Pres./Pres.-Elect chairing of the R&PD/Research and Professional Development Committee is a good way to learn the ropes, and Diane Mizrachi mastered that last year. She is more than ready to take charge.
9. Transfer of LAUC Presidency, as symbolized by the LAUC gavel, from Matt Conner to Diane Mizrachi, and captured by the photographer Diane arranged so the LAUC website would have more images. The photographer is also here to take photos of new Exec Bd members for the website. Matt generously thanked the outgoing officers, and much applause marked the inauguration of the incoming President Diane Mizrachi.

12:00-1:00 Break for lunch

Photos

Demo of zoom for virtual meetings

1:00 New Business

1. New Division Chairs Orientation and procedures
 - a. Standard Code of Parliamentary Procedure (formerly Sturgis)

LAUC uses the Standard Code of Parliamentary Procedure. This is the first edition under that title, revamped from what was previously attributed to Alice Sturgis. Parliamentarian Dean Rowan added that LAUC works with a combination of parliamentary procedure, LAUC by-laws and procedures, federal and state law, as appropriate, but tends to be a laid-back organization.

- b. Communication
 - i. Box for working documents

For the last several years LAUC has been using bSpace at Berkeley. That service expired, so we are using Box for working documents. See <https://www.it.ucla.edu/box>. The downside is that it does not have wiki or blog functionality. We may also use Google docs as needed.

ACTION: Diane Mizrachi to invite people to LAUC Box account.

- ii. Exec Board Listserv

Matt Conner will make sure everyone is current on the list, including the new standing committee chairs. Technically the transition date is 8/31, but subscribers will be revised earlier to cover the APM/Academic Personnel Manual issue (see the morning agenda item for details).

ACTION: Matt Conner will review who needs to be added to the LAUC Exec Board list and transfer list ownership to Diane Mizrachi.

- c. Schedule of Monthly Meetings via Conference Calls

In reviewing calendars for the conference call schedule for 2015-16, Tuesdays and Thursdays were the best days, with Thursday afternoons continuing to be best for most. Christina noted that she included the next call date in the minutes, since Matt Conner always included that in the meeting's agenda. Other standard practices include recommending that speaker phones be muted for call clarity, and providing the access code number on the agendas. If Zoom is adopted for calls, new instructions will go out. [See <https://zoom.us/> for general information.]

ACTION: Lisa Spagnolo to assemble calendar for first Thursday of month phone call from 1-3pm, except September, when call will be September 10. The list will be sent to the Exec Board to review.

- d. Travel Procedures

Diane had invited representatives from UCLA's Business Services to the meeting, but they were unable to attend. Until very recently this summer, UCOP handled reimbursements for travel for LAUC, with dedicated accounts, managing payments, etc. UCOP turned this over to LAUC. Funds are now transferred to the Library Business Office of the campus of the current president, so it has been transferred to UCLA, where Diane Mizrachi is incoming President. Next year it will be handled by Irvine, where Dana Peterman will be incoming President, etc. There has also been staffing turnover at the UCLA office, so a system is being worked out. Only a few people flew to today's meeting, and a couple of people required lodging.

ACTION: Diane to send new policy as soon as it is finalized to the Exec Board list and also to Web Manager Julie Lefevre for website.

- e. Overview of Budget (see [Appendix C](#) below)

Under Research and Professional Development grants category, note that there are two different funds, one for represented librarians, and the other for non-represented librarians; these funds cannot be commingled. The fund originates out of the guarantees through the MOU/Memorandum of Understanding for represented librarians.

In the category for meetings, there are allocations for the assemblies and for this meeting. The transition meeting is allocated \$5,000. There is \$10,000 allocated for the Spring Assembly at UC Merced. Jerrold Shiroma (M) will give a further update on that later in the agenda. That includes the travel, food, stationery, equipment, etc., but assuming most of the budget is for travel. This is also the first time the budget will be managed in the UCLA Library Business Office. There was a question about any remaining balance rolling over. Matt noted that the expenditures for the Davis Spring Assembly was \$15,000, so nothing rolled over from that event. When UCOP managed the funds, this was kept in two categories, the transition meeting and Spring Assembly; in the new management UCOP has just transferred \$15,000.

The third column represents travel and electronic communication, and is continuing to be held by UCOP. This fund is reserved for items such as travel for LAUC's representative to SLASAC, the President and Vice-President's travel to meetings in Oakland, etc. This sum also covers ReadyTalk.

The LAUC President's Fund covers a variety of items: the SurveyMonkey subscription; website support (including Servint's hosting of the archived site; Drupal by FivePaths). The goal is to keep the Drupal expenses to \$2,000-\$2,500. It is the intention to provide competitive travel grants to Spring Assembly to new members, valued as a way of supporting new librarians. Supplemental funds are for meeting expenses and are carryovers from the 2013-2014 year. Any carryover funds leapfrog to the term after the next immediate term, so this balance is from Nick Robinson's year as LAUC President in 2013-2014.

2. Theme for 2015-2016: Celebrating LAUC members' scholarship & achievements

Diane Mizrahi presented ideas about a theme for 2015-16 around celebrating our scholarly and other achievements within LAUC. The range of our activities was especially evident in reviewing the research/grant proposals within R&PD/Research & Professional Development. People are writing books and doing groundbreaking research—others may not be hearing about that and may be interested. Examples include a Chinese directory; research in gaming and music; cataloging terms for Library of Congress; etc. Sharing the outcome of librarians' work in various venues would have an impact on our roles as academics and intersect-with what faculty on our campuses may be doing. This ties into asserting our value as well.

a. Highlight achievements on LAUC Website

This is one avenue for featuring our work, much like featured members. It would need to be kept current. This should be incorporated into the next steps for the (soon to be formed) Web Content Committee.

b. Get LAUC on social media sites – Facebook, Twitter

LAUC should have a presence on these and other sites. It would be a way to get newer librarians engaged as well, and draw people into what LAUC is doing.

c. Encourage a visible culture of celebration at local divisions

As this theme takes shape at the systemwide level, local divisions are encouraged to highlight activities on their campuses as well. There may be other social media venues for this.

d. Establish LAUC Journal on eScholarship

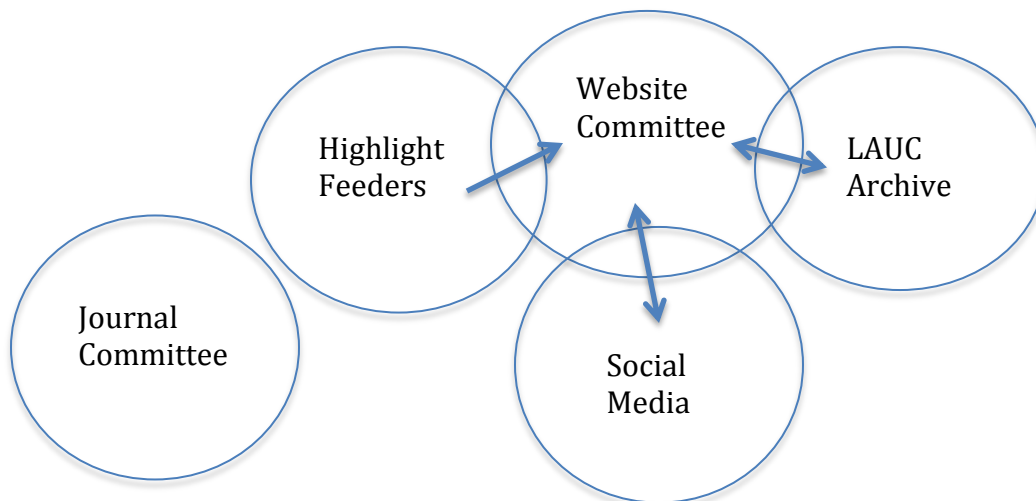
- i. Based on report from 2005: <https://lauc.ucop.edu/sites/default/files/attached-files/report-spring-2005.pdf>

Ten years ago there was an ad hoc committee to discuss the feasibility to found an open access journal. Angela Riggio was one of the members of that group. In the meantime, the landscape has changed. What is feasible today for LAUC? The overhead of establishing a journal on eScholarship. It would still require overview and an editor. Would eScholarship be a mechanism for depositing preprints or material we have ownership over?

It was noted in discussion that campuses are promoting this mechanism in conjunction with the UC Publication Management System, so this could be modified for LAUC purposes (See: <http://www.library.ucla.edu/support/copyright-data-publishing/scholarly-communication-services/university-california-publication-management-system>). The Publication Management System is designed to assist with publications for dossiers and review as a citation system. The UC presidential policy that covers non-senate faculty for open access should be coming through soon, so now would be a good time to put something together in conjunction with that. There was a question of whether there should be an official journal vs. a practice of depositing pre-prints by LAUC members. A LAUC journal could include a variety of formats including opinion pieces, peer-reviewed research, etc. This may also be something that would attract those librarians who are more interested in research and publication than serving on a committee.

These initiatives would be interconnected, with many of them feeding into the Web Content Committee.

Figure: Venn diagram from flip-chart with heading “Communication”:



The website will need content to keep current. The Website Content Committee is in the center. One connecting circle is for “highlight feeders” which may be from reports from divisions or committees, where there would be a “reporter” designation to ensure reports are relayed to the Website Committee. It was originally conceived that the social media group be a separate committee, but it may be an aspect of the Web Content Committee, and under the umbrella of communications. There is a question about needing to revise the by-laws if a new standing committee is being created. One option is to revise the charge of an existing committee on a year-by-year basis. One concern that surfaced was the declining number of librarians overall, and needing to consider that in populating these committees.

For the highlight feeder concept, we need to think about strategies that will be successful for all campuses, regardless of size. From a professional standpoint, highlighting our work can create better inroads with faculty to connect with what

they are doing. We can also highlight work in libraries that include other series (i.e., not just work of LAUC members, but good work worthy of recognition). It was suggested that we look at activities going back to 2012 or so to generate items to highlight.

ACTION: Diane will develop our brainstorming of these ideas, as well as the LAUC Archive item in 3.a. below for presentation to the Exec Board at September 10 meeting.

3. Issues

a. Need for LAUC Archivist

The development of this position may begin with ad hoc group of an estimated 3 members. There is a need for a LAUC Archivist, since we have physical and digital documents scattered throughout the membership. There is a paper archive Berkeley, and the important documents to save go there. Miki Goral (LA) has an extensive set of documents going back to LAUC's founding in 1969. Most of it needs to be more organized, and there should be an online archive presence. Diane noted that she may have someone interested in serving in this role. There was a question of how this position would fit in with the by-laws. At first there could be a task force charged with coming up with procedures and a framework. The Archivist may serve similarly to the Parliamentarian, with a more extended term than other LAUC Exec Board officers.

ACTION: Diane to follow up with potential party interested in the LAUC Archivist role to get this started.

There was a question to the group about whether divisions have a librarian of the year award. Several campuses have phased this out, but some still continue. A systemwide award for recognition has come up as an idea in the past. With varying campus sizes this award may be more competitive, or could be given every few years at smaller campuses. If statewide, it's an opportunity for a librarian at any campus. Something like this could feed into highlights as well.

b. Spring Assembly Planning update (Jerrold Shiroma – UC Merced)

Jerrold reported that Merced librarians are developing timelines for completing tasks, including logistics, talking to campus parking and catering, beginning to develop speakers and programming. The tentative date is in late March. Nothing specific is in place yet, but things are in motion.

There will be more meetings soon regarding technology needs, specifically addressing some of the issues of the past assemblies, including providing a reliable live-stream, a way to see slides more easily as well as the speaker. They are reviewing past surveys and exploring ways to address concerns.

Diane suggested a poster presentation at lunch, perhaps by newer librarians to provide that experience. Diane also noted that Emily Lin is in touch with Dan Russell from Google (<https://sites.google.com/site/dmrussell/>). He is also futurist-in-residence at University of Maryland. He could talk about the future of books, Google Books, and provide his perspective regarding where libraries are going. Matt noted that the division of labor is often that the host campus makes local arrangements and the Exec Board arranges the program, which evolves over time. The Board could develop a prompt for the main talk, and build the program around it.

c. Statewide Committee appointments

Division representatives were reminded about vacancies in statewide committee appointments. There are a lot of empty positions. **Statuses:**

Berkeley: OK

Davis: Diversity and Research and Professional Development representatives.

Irvine: Professional Governance

Los Angeles: OK

Merced: OK

Riverside: all three committees. Carla has clarified that the incoming Professional Governance representative would be Vice Chair then Chair.

San Diego: OK

San Francisco: Professional Governance and Research & Professional Development

Santa Barbara: Professional Governance and Research & Professional Development

Santa Cruz: needs all three

Question: OK to notify nominees even though they don't start until 10/1? Yes, OK to notify.

ACTION: Divisions with vacancies in appointments should send in nominees as soon as possible to Diane Mizrahi (mizrachi@library.ucla.edu).

- d. Statewide committee charges (draft - to be completed by early September)

Charges this year should be lighter than last year.

- i. R&PD/Research & Professional Development

Test the presentation grant scoring sheet, modify as needed. Evaluate funding recommendations as outlined by the outgoing committee; implement funding criteria that applicants must not owe any EOF/End of Funding reports for a previous LAUC grant.

- ii. Diversity

Last year the census was conducted. Incoming Diversity Chair Lia Friedman consulted with the Diversity Committee at UCSD and presented ideas to the Exec Board. There is interest in what other campuses are doing in this area. Not all campuses have a designated diversity committee. What is the best way to have presence on the website? Could there be resources posted? An example is a LibGuide on the Black Lives Matter movement. There are similar content concerns regarding keeping things current, pushing out to social media, etc. The new committee will also be selecting the November members for the "Meet Our Members" section of the website. Julie noted that there may be a mechanism to update this directly vs. routing through Web Manager Julie Lefevre.

- iii. CPG/Committee on Professional Governance

Matt Conner submitted by-laws revisions to UCOP, and there is no expected date when we will hear about approval. Division by-laws should be reviewed in light of the new statewide by-laws once those come out.

- iv. Web Content Committee:

ACTION: Diane Mizrahi to work with Julie Lefevre on the scope/roles/tasks for the Web Content Committee. A call will be issued for this new group.

- e. Other -- No other new business.
 - f. Campus Round Robin (main goals at divisions for year) – Activities at campuses, and any thoughts on an annual theme.

Berkeley (I-Wei Wang) : The next biennial conference is being planned with Open Access as the theme, taking place on October 16. Registration should be in place for September 1. A Nobel laureate will be one of

the speakers, and it should be an interesting day of exchanging ideas with colleagues. The new University Librarian Jeffrey MacKie-Mason is coming on board October 1. LAUC-B will be working on getting this relationship established through the coming year and positioning LAUC-B in its professional and advisory role. Other campuses may be consulted in how LAUC divisions have worked with their ULs, especially with the recent activity and renewal at the UL level.

Davis (Cory Craig): Davis is low-staffed at the librarian level—currently 33 librarians as members of LAUC-D. Six positions are open and we hope to get to 39 soon. An additional vacancy that had been a librarian position may not get filled in the librarian series. This is equal to Santa Barbara’s count even though our campus has 35,000 students.

Irvine (Cynthia Johnson): Irvine does not have any theme for the year, but will be working on the issues related to LAUC-I’s non-voting positions on Academic Senate committees, particularly how to better connect those committees to what we do, and how to improve communication channels for sharing what is happening in a way that is less siloed.

Los Angeles (Lynda Tolly): LAUC-LA has some themes coalescing, but nothing formal yet. Many LAUC members participated in a strategic planning process for the library. One role of LAUC-LA will be to see what the end product will be, what the impact will be on LAUC-LA as a division. Not all LAUC-LA members are part of the library system, so that needs to be considered that as the strategic plan takes shape. Ideas for programming are still being formulated, hopefully with themes to support statewide goals.

Merced (Jerrold Shiroma): Planning for the assembly is underway. The new University Librarian, Mr. Haipeng Li, started at the beginning of July, and he is settling in. New strategic directions are expected to be established in the coming year.

Riverside (Carla Arbagey): One theme for the year is improving morale for librarians, which may dovetail with statewide themes. In the minutes from the last Executive Board call, there was a report about our peer review process changing. There was a lot of concern generated by this change as it recalibrated points awarded for reviews. LAUC-R sponsored a webinar provided by ALCTS/Association for Library Collections & Technical Services (a division of ALA) on building morale (“Improving Morale: It Can Be Done without Frosting”—see <http://www.ala.org/alcts/confevents/upcoming/webinar/052015>). All the charges for the LAUC-R standing committees are focused on that issue in one way or another.

San Diego (Heather Smedberg): LAUC-SD will have its transition meeting later in August, which will provide an opportunity to discuss the coming year. In the recent past LAUC-SD has been more reactive, so looking forward to focusing on statewide topics. Discussions have taken place with UL Brian Schottlaender regarding the task force for LAUC membership, and what membership looks like at San Diego will continue to be discussed. Who is hired into the librarian series and who isn’t is still an important topic. Open access has been an active topic, as well as a new strategic plan. By-laws also need to be reviewed. Capital planning and other space planning projects are underway. There are many good tie-ins with statewide themes.

San Francisco (Sarah McClung): No theme has been created thus far. For library news, Library Director Karen Butter is retiring in January. It is unknown how LAUC-SF will be involved in the recruitment process for her successor. It will take up a lot of energy and focus in the library. The statewide theme of advocating and promoting librarians work and research resonates with LAUC-SF activities.

Santa Barbara (Richard Caldwell): Our campus LAUC chair just had a baby, so that is good news. We are working on tightening up review and hiring processes. We are also in the midst of moving into a new building and newly renovated spaces, which will take up much attention and focus. [Diane noted that a final report on the move could be of interest to other campuses.]

Santa Cruz (Frank Gravier): LAUC-SC has yet to meet this year. There are strategic initiatives from administration tied with departments. We are hoping that LAUC-SC can provide support for those initiatives and programs to build bridges of support across the library. We are looking at R&PD/Research & Professional Development procedures to increase use of funds and streamline the process (e.g., facilitating finding the application, etc.). There is currently not a structure at the division level for presentation or mini-grants vs. travel for a full research grant, so LAUC-SC is looking at other options with a better process.

Move to adjourn.

Motion: Christina Woo. Second: Carla Arbagey.

The meeting was adjourned at 2:45pm.

Next meeting: Thursday, September 10 at 1-3pm.

Appendix A:

APM 360-4 Task Force Report

Matt Conner, LAUC President

8/20/15

Origins

The APM 360-4 Task Force arose from two sources. The first was LAUC's failed attempts to revise APM 360-4, the definition of the librarian series, during the revision of this document in the past academic year; the revisions were rejected by UCOP. The second was the discussion about LAUC's membership Bylaws. The Bylaws were considered in the context of changes to library staff, especially the appearance of highly skilled professionals in the library who were not hired into the librarian series as required for LAUC membership. They could be incorporated into LAUC either by expanding the Bylaws or by expanding the definition of the librarian series. At the Annual Assembly 2015, LAUC elected largely to pursue the second option with only minor changes to the membership Bylaws. For represented librarians, the definition of librarians is given in Article 4 of the University's Memorandum of Understanding (MOU), which is negotiated by the union, and barred from LAUC involvement, so LAUC's only recourse was to revise the relevant part of the APM, which applies to non-represented librarians.

In conversations with UCOP, it was established that a change to such a crucial section as APM 360-4 would require broad consensus across the University, and at a minimum, a consensus between LAUC and the Council of University Librarians (CoUL). Accordingly, by request of the CoUL Convener, Lorelei Tanji (UCI), to UCOP, a joint LAUC/CoUL Task Force to revise APM 360-4 was formed.

CoUL

Brian Schottlaender (Chair Joint TF, UCSD)

Ginny Steele (CoUL advisor to MOU Negotiating Team, UCLA)

Alan Grosenheider (Chair, CoUL Administrative Services Advisory Group; UCSB)

LAUC

Matt Conner (LAUC President, UCD)

Diane Mizrachi (LAUC President-Elect, UCLA)

Emily Lin (LAUC member, UCM)

The Task Force was charged to produce a consensus definition for UCOP by September 8, 2015.

Methodology

The task force established the following parameters of revision which called for a balance between competing demands. The new definition could not enumerate every single function of librarians. But it could not generalize so much as to be meaningless. The definition also could not be so conservative as to require continual update, but it could not attempt to predict the future. The task force started from scratch by discarding all assumptions and surveying the professional literature on this subject, specifically the work of prominent library associations ILS programs and peer institutions. To process this information, the task force members formulated their own definitions, which were individually critiqued, and also discussed broader questions of audience, purpose, scope, and the context of other library staff. From this material, a composite draft was assembled which is sent to LAUC and CoUL for feedback which will be incorporated into a final draft.

Rationale for Revision

The revision of APM 360-4 seeks to do the following.

1. Modernize the definition and generalize it in a way that is not threatened with continual obsolescence. Review of other definitions revealed that the current library definition has an old-fashioned look with terminology that is meager—"resources," "advisory services"—or backward-looking—"reference," "bibliographic control." Furthermore, there is a conspicuous absence of new areas such as data curation, licensing, and cultural preservation that is almost embarrassing.
2. Expand the definition to encompass new functions of librarians that are not currently mentioned.
3. Secure the profession among new types of library staff by defining librarianship as a comprehensive grasp of the field in contrast to technical or other specializations that might be timely. In doing so, the definition aims to preserve the best elements of the past while adapting the profession for the future.

The effect of the revision would be as varied as one might expect with a document as fundamental as the APM. Specific benefits would include:

1. Provide guidance for an increasingly complex and difficult hiring process that must consider multiple factors and the crossing of traditional lines in classifying positions.
2. Support librarians with more direct description of new kinds of work that will allow them to get credit on their reviews.
3. Present a modern, attractive version of the profession that will encourage potential hires.

Revision

Approval Process

As required by UCOP, a revision to APM 360-4 requires approval of both LAUC and CoUL. CoUL will arrive at a decision on the draft. LAUC interprets the task force as an Ad Hoc Committee as specified in Article VIII Section 2 of the Bylaws and will vote to approve its work. The joint approval of LAUC and CoUL must be completed prior to the deadline of September 8. If either LAUC or CoUL do not approve, the revision will not be included in the APM draft and submitted to the University for final review, and the current language of APM 360-4 will remain in effect. In terms of the professional discussion of the past year, LAUC, in response to trends in library staffing, will have neither changed its membership Bylaws to a significant degree nor expanded the definition of librarianship, essentially done nothing.

If the revision is accepted into the final APM draft, it will become available for the membership to comment on. The LAUC Exec Board will then collate responses from the membership in accordance to the standard procedure for feedback on the APM and forward the information to UCOP. Based on this and responses from the rest of the University, UCOP will decide how to revise APM 360-4. Should the revision not be approved at this point, there is no schedule for future revision of the APM.

Appendix B: Report of the Joint Task Force on the Librarian Series Definition (APM 360-A)

21 August 2015

REPORT OF THE JOINT TASK FORCE ON THE LIBRARIAN SERIES DEFINITION (APM 360-4)

Matthew Conner (UC Davis)
Alan Grosenheider (UC Santa Barbara)
Emily Lin (UC Merced)
Diane Mizrachi (UCLA)
Brian E. C. Schottlaender (UC San Diego), *chair*
Ginny Steel (UCLA)

Background

At the end of Academic Year 2014/15, the Librarians Association of the University of California (LAUC) and the Council of University Librarians (CoUL) agreed to form the Joint Task Force on the Librarian Series Definition (Task Force) in order “to revise the definition of the Librarian Series articulated in APM 360-4 (and replicated in APM 210).”¹

Philosophically, the Task Force had its origins in LAUC discussions on the future of librarianship and in CoUL’s interest in “reevaluating and redefining the roles of librarians in the evolving information environment” and engaging with LAUC to do so.² Organizationally, the Task Force was formed in the

¹ Email of 8 August 2015 from CoUL Chair Lorelei Tanji to the UC Libraries Advisory Structure, Users Council, LAUC, and CoUL.

² University of California Libraries Systemwide Plan and Priorities, 2014-2018
http://libraries.universityofcalifornia.edu/groups/files/coul/docs/SPP_20140923_final.pdf

wake of LAUC's attempt to revise APM 360-4 during the APM (Academic Personnel Manual) revision process that took place during 2014/15. This attempt was unsuccessful because it was viewed by the UC Office of the President (UCOP), which administers the APM, as not representing a consensus between LAUC and CoUL.

The Task Force was therefore constituted and asked to produce a consensus definition for UCOP by September 2015.

Approach

From the outset, the Task Force resolved to develop a definition that was neither so general as to be meaningless, nor so specific as to be threatened with continual obsolescence.

The Task Force approached its work in an iterative fashion, including:

4. Review of definitions/competencies articulated by professional associations, including:
 - a. American Association of Law Libraries
 - b. American Library Association
 - c. Association for Information Science and Technology
 - d. Association of Southeastern Research Libraries
 - e. Canadian Association of Research Libraries
 - f. Federal Library & Information Center Committee
 - g. Special Libraries Association
5. Review of definitions/competencies articulated by other institutions, including:
 - a. Harvard
 - b. Stanford
 - c. University at Buffalo, SUNY
 - d. University of Illinois, Urbana-Champaign
 - e. University of Michigan
 - f. University of North Carolina, Chapel Hill
 - g. University of Virginia
 - h. University of Washington
6. Review of definitions/competencies articulated by iSchools, including:
 - a. Drexel
 - b. Indiana University
 - c. Rutgers
 - d. San Jose State
 - e. Simmons
 - f. Syracuse University
 - g. UCLA
 - h. University of Illinois, Urbana-Champaign
 - i. University of Michigan
 - j. University of North Carolina, Chapel Hill
 - k. University of Texas, Austin
 - l. University of Washington
 - m. USC
7. Review of the recent literature.

Following discussion of all this input, each Task Force member was charged with developing her/his own definition, without consulting other Task Force members. Following discussion of these six definitions, the Task Force developed the following consensus draft definition, submitted now for CoUL and LAUC Executive Board consideration and comment. With benefit of that input, the Task Force will develop the final definition for submission to UCOP.

360-4 Definition

The librarian series is used for academic appointees who—along with other academic and professional staff across the libraries—provide professional services that facilitate the transmission of knowledge in support of the University’s educational, research, and public service missions. These services may include:

1. Obtaining, organizing, and providing access to information resources;
2. Engaging with users to provide them with guidance and instruction on the discovery, evaluation, and use of information resources;
3. Curating and preserving collections of scholarly, scientific, cultural, or institutional significance;
4. Deploying technology to enhance the services above and to create new pathways for the transmission of knowledge; and
5. Engaging in research in support of the foregoing and for the continual improvement of the profession.

Appendix C: Statewide LAUC Budget 2015-2016

Fund	Amounts	Purpose
R&PD/Research & Prof. Dev. grants		Provide support to LAUC members for their research and conference presentation needs
- Represented librarians	\$24,300.00	
- Non-represented librarians	\$8,100.00	
Assembly funds		- Travel expenses for LAUC Exec Bd members and official representatives
- Transition meeting	\$5,000.00	- Other mtg expenses, including room fees, catering, equipment, etc.
- Spring Assembly (@Merced)	\$10,000.00	
Travel by LAUC statewide reps or cost of electronic communication	\$2,250.00	- Fund statewide reps (e.g., SLASIAC) travel to business meetings
Continued at UCOP		- ReadyTalk
LAUC President’s fund		- SurveyMonkey subscription
Annual allocation	\$14,000.00	- Website support (hosting by Servint, Drupal by FivePaths)
Transfer from Nick Robinson	\$2,847.18	- Travel grants to Spring Assembly for new members
TOTAL	\$16,847.18	- Supplement funds for transition mtg or Assembly expenses as needed
		- Discretionary use

