

**Librarian Association of the University of California
Executive Board Conference Call
Thursday, November 5, 2015 1-3pm**

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

Agenda

A. Roll Call (L. Spagnolo)

President:	Diane Mizrachi
Vice-President/President-Elect:	Dana Peterman
Past Chair:	Matt Conner
Secretary:	Lisa Spagnolo
Parliamentarian:	Dean Rowan – not able to attend
SLASIAC representative:	Susan Koskinen – not able to attend
SAG 2 representative:	Susan Perry
SAG 3 representative:	Angela Riggio
Web Manager:	Julie Lefevre
RLF representative:	Kristine Ferry – not attending – report below

Committee chairs:

Diversity	Lia Friedman
R&PD/Research & Professional Development	Dana Peterman
CPG/Committee on Professional Governance	Deanna Johnson

Division chairs:

LAUC-B:	I-Wei Wang
LAUC-D:	Cory Craig - not able to attend
LAUC-I:	Cynthia Johnson
LAUC-LA:	Lynda Tolly
LAUC-M:	Jerrold Shiroma – not able to attend
LAUC-R:	Carla Arbagey
LAUC-SD:	Heather Smedberg
LAUC-SF:	David Owen attending for Sarah McClung
LAUC-SB:	Chrissy Rissmeyer
LAUC-SC:	Frank Gravier

B. Announcements (D. Mizrachi)

1. Secretary Lisa Spagnolo asked for one last review of the census numbers to finalize the document. The roster document has been completed. Both will be posted to the website once complete.
2. Diane Mizrachi expressed sympathies to UC Merced on behalf of LAUC following the violence on campus. It was noted that the UC Merced campus was closed.

C. Approval of minutes October 1, 2015 (L. Spagnolo)

Minutes were approved as issued.

D. Review of action items from October 1 minutes (D. Mizrachi)

1. Matt will follow up with Dana with more information regarding UCOLASC & UC Press new policy not to publish books in the Humanities. Matt sent the email history to Dana. **DONE**
2. Diane to clarify this question of representation at the systemwide UCOLASC group. Diane ascertained that the practice varies across campuses, for example the representative for UCLA is not the UCLA Chair. The representative may also be indicated by the Senate by-laws. **DONE**
3. Diane to work with Julie L re our Wikipedia article. Contacted Phoebe Ayers who suggested attaching a blurb to the existing Wikipedia article. The additional text should suffice to not have it flagged as duplicative. **STILL TO DO**
4. ALL – are encouraged to revisit the librarian highlight feature after reviewing as a group during the call. **DONE**
5. Julie to follow up on LAUC committee roster updates issue with developers. Current committee members should be displaying correctly now. **DONE**
6. Diane will put out the call for members for the Web Content Committee, Journal & Archive Task Forces. Updates included below. **DONE**
7. Division Chairs to provide names of potential nominating committee members by October 8th at 5pm. Matt will contact the individuals. **UPDATE:** Matt is in the process of finalizing the committee. **DONE**
8. Matt & Diane to draft text of APM30-6 process & revisions agreed upon by the CoUL/LAUC working group that division chairs can forward as a consistent message to membership at campuses. **UPDATE:** This was sent out by Matt on 10/13 for Division Chairs to forward to membership. **DONE**
9. All board members: explore Dan Russell's CV and select recent presentations by October 27th (see his site here: <https://sites.google.com/site/dmrussell/>) to brainstorm what topics the membership would be interested in hearing about to help shape his talk. – **UPDATE:** Diane was to send a poll to the Exec Board the week of October 28th for topic ideas that the membership would be most interested in. This will be sent out on Monday. Diane will send the 3-4 issues that she shared with CoUL for the LAUC Exec Board group to prioritize, and supplement. This can be done as individuals or in consultation with local memberships or Executive Boards for input. Planning should also incorporate interactive engagement. This should cover approximately 3 hours in the afternoon, along with tentatively an item for Donald Barclay to address the advisory structure. **CONTINUING**
10. Diane to inform CoUL of the progress for the spring assembly, and ask for input for contributions, with an open invitation to attend. **UPDATE:** Diane sent a message to Lorelei Tanji on 10/30 to forward to CoUL members, noting Jerrold Shiroma as chair of the local planning committee, and cc'ing Donald Barclay. In response to a question about likely attendance, it was noted that depending on the circumstances, ULs from campuses other than the host campus may attend, for example last year Brian Schottlaender from UCSD attended. More often ULs from other campuses attend when represented on the program. We will need to factor this into optimizing technology for remote attendance. **DONE**
11. Cory/Davis to keep Diane/Lia apprised of Diversity representative. Roberto Delgadillo is serving as the Davis representative. **DONE**
12. Frank/Santa Cruz to keep Diane/Deanna apprised of CPG representative. Frank to fill role for UCSC. **DONE**

13. Diane will extend invitation to Kristine Ferry, UCI, to report on activities Shared Library Facilities Committee Rep. Update: Diane communicated with Kristine, and an RLF report will be included below. **DONE**
14. Matt to follow up with LAUC officers and Dean Rowan regarding the By-Laws documents. **UPDATE:** There were two textual discrepancies among the copies of the versions. One was between the UCOP version and what LAUC had submitted. The other was between what LAUC submitted and another LAUC version. These did not have to do with the text being revised. The document is now with UCOP general counsel for approval. No deadline has been indicated. **DONE**
15. Diane to share budget forecast document with LAUC Exec Board. **UPDATE:** This was sent, and noted as an indication of spending patterns in particular quarters, with main expenditures for the Spring Assembly and the transition meeting. **DONE.**
16. Affected LAUC Exec Board members should apply to local business offices for reimbursements from the transition meeting in August. **UPDATE:** Some people have submitted requests to the Business Office. Requests should initiated with one's local library business office. Board members reported on successful processes. **DONE**
17. Matt to write up information for divisions to assist with local accounting units for LAUC statewide reimbursement requests. **DONE**
18. Diane will prepare the website announcement by end of business tomorrow. (10/2/15). **DONE**
19. REMINDER: if anyone's picture is not represented on the LAUC website, send Julie a picture. **ACTION:** Please send in the next couple of days.
20. Diane to develop a prototype of a "something cool in the collection" blurb. **UPDATE:** Diane shared the rotating PowerPoint of the CRIS Department (Collections, Research, and Instruction Services) for the open house at UCLA. For the LAUC site it may need more framing and organizational context. **DONE**

E. Systemwide Committee Reports

1. Research and Professional Development (D. Peterman)

Dana reported that today is the deadline for uploading applications into Box. The current count is 7 research proposals and 4 presentation grants. These are somewhat low numbers compared to what was expected. One of the questions that came up was regarding the quality level of the work. The LAUC website includes guidelines for types of projects that may not receive funding (<https://lauc.ucop.edu/guidelines-for-lauc-grants#fundedProjects>). Divisions may have different practices regarding this. Diane also remarked that there may be more applications during the second call to coincide with spring conferences. There is time to encourage people to apply with sufficient funding available.

The committee discussed the role of the local committee for LAUC statewide grants. The LAUC Exec Board discussed R&PD's coming up with recommendations for interaction between local committees and the statewide committee. Due to the local committees' transitions, it is difficult to hold programs before the first deadline. One recommendation is that local committees should start holding information sessions in spring and summer for the following year's call. This would be preferable to adjusting the funding calendar.

Dana noted that it was important that the committee information remain consistent from one year to the next to ensure that applications are considered consistently. It was

mentioned that previous projects are listed on the website, but with Drupal, more description could be included on these, for example a video summary. Dana suggested a recorded presentation prepared by statewide R&PD. This was generally supported as a way to provide a single resource for people to consult.

ACTION: R&PD to prepare a presentation to serve as a resource for funding applications. Deadline of May 2016.

2. Web Master (J. Lefevre)

The three new committees are represented on the site, including their charges. The grant recipients table has been updated with 71 end-of-funding reports. Two-thirds were from 2014-15, with the rest from prior years. There were some questions about those, about which Julie will coordinate with Dana. The table is accessible from the R&PD page.

Diane asked about PowerPoint files could be included in the Featured Content section. Julie indicated that it could be included, but will confirm for that section. A question was posted about rotating capabilities in Drupal. Julie indicated this was possible but the functionality was not turned on right now; it is likely possible with JPEGs. Diane indicated the UCLA slides were put together for a particular purpose, but the items do not have to be a lot of work to incorporate. Julie confirmed that when the redesign committee was working on this section, they wanted to make it as simple as possible to easily include content.

ACTION: Julie to coordinate with Dana regarding questions about end-of-year reports.

ACTION: Julie to confirm that PowerPoint can be included in the Featured Content section.

3. Diversity (L. Friedman)

The committee has all of its members and has been starting discussions. A conference call meeting via ReadyTalk is scheduled in the next couple of weeks. We are talking about the National Diversity Library Conference at UCLA. There is interest in talking to the new web committee about what can be created around diversity on the site.

4. Committee on Professional Governance (D. Johnson)

Not much to report at this time. The charge needs to be sent to the committee.

ACTION: Deanna to send out the charge to the committee to launch for the year.

5. Nominating Committee (M. Conner)

Matt conveyed his thanks for submissions of 15 names for 2 spots. All who were recommended are excellent. Matt will be discussing with the officers how to narrow down the selection to finalize the committee. That should be done soon, and then the committee will begin its work.

6. UCOLASC meeting of October 23 (D. Peterman)

Dana attended this meeting via phone in Diane's place. For future meetings, it is highly recommended to travel to Oakland to attend this meeting in person, as there are presentations that one is unable to see, difficulties in identifying speakers, etc.

Highlights included discussions of open access, Scopus, and Symplectic. There was brief discussion about the Presidential Open Access Policy extending to staff. There were

questions about data-sharing and data management, and if that would be involved. RLF planning was a topic, including the three-prong action plan exploring pursuing new space, de-duping, or altering existing space. The committee on the humanities was given a fair amount of discussion time, with the concluding action to pursue a subcommittee to look at monographs publishing across all fields. Catherine Mitchell from CDL presented a report on the open access policy, and a map of what people access. There was a demonstration of the publication management system, with questions about how to manage deposit rights, and waivers to opt out. Ivy presented the new Calisphere site, with discussion including the cost and staffing of digital preservation. Campus reports included: the new UL Jeffrey MacKie-Mason at Berkeley; the LAUC-B conference on open access and how to educate faculty; Riverside regarding OA textbooks; Irvine's Digital Scholarship Services unit in the library, the report on Special Collections; the rollout of the OA policy at Davis, and the hiring of a new head of the Blaisdell Medical Library; UCLA's working with a consultant group for strategic planning; scholarly communication at Merced.

F. Advisory Groups

1. SLASIAC (S. Koskinen) – SLASIAC's all-day meeting is being held today in Oakland.
2. SAG 2 (S. Perry)
The group has not been meeting meeting and as of November 1 will not continue. The group has not yet received its official discharge letter.
3. SAG 3 (A. Riggio)
The final meeting was on October 15 to wrap up. There was unofficial word that the letters should be coming out soon. Dean Rowan confirmed that according to procedure once the letters have been received then the LAUC representatives would be relieved of obligations to attend LAUC Executive Board meetings.
4. The LAUC Executive Board thanked Susan and Angela for their dedication and service to LAUC on behalf of their respective SAGs, with a round of virtual applause.
5. Shared Library Facilities Board (K. Ferry)
Diane conveyed Kristine Ferry's report (included below from email of 11/2/15). The SLFB has had one conference call on October 13th.

TO: Diane Mizrachi – LAUC President

FROM: Kristine Ferry - LAUC Representative, Shared Library Facilities Board (SLFB)

RE: SLFB Report November 2015

DATE: November 2, 2015

SLFB had one conference call since my appointment as LAUC representative. It is my understanding that this group had not met in full, including its faculty and LAUC representatives, in some time nor has it met apart from a regular Council of University of Librarians (CoUL) meeting. It is also my understanding that some of the discussions we will have during the course of the year are to remain confidential. I will report back what I can.

During this two hour conference call, the group's charge was reviewed and updated as appropriate. This first meeting was largely spent getting everyone up to speed, particularly the new members. We reviewed the current state of system wide storage, where the planning for future storage had left off, and the capital planning process. We also brainstormed potential ways to move forward. In addition we received updates on HathiTrust as it pertains to shared storage and a comprehensive analysis of print journal holdings in the UC collections.

Official minutes for the meeting can be found at

http://libraries.universityofcalifornia.edu/groups/files/slfb/docs/SLFB_notes_2015-10-13.pdf.

The group expects to meet again before the end of the calendar year once we get more concrete numbers about our storage needs.

If you have further questions, please don't hesitate to contact me.

G. Ongoing Business

1. Spring Assembly updates (J. Shiroma)

Jerrold had sent a message about UC Merced being closed after the violent incident on campus.

2. All standing committee charges complete and rosters filled. **DONE**

3. By-Laws from last year update (M. Conner)

There was a question about the phrasing in Article IV, Section 11c regarding removing an officer from the Board, to clarify that the vote is taken less the officer in question.

Aside from this, all recommendations have been proofread, and the documents are with General Counsel.

4. CDL Search (M. Conner)

The Executive Director search is progressing.

Matt continued a discussion regarding the Presidential OA Policy: The final version of the OA policy for university authors should be examined in light of APM 360. There has been a lack of clarity with the opt-out options and the use of the waivers. The policy requires authors to deposit, with options to request a waiver of the policy or embargo. It is not clear under what circumstances those would be allowed, and it may be only if the publisher insists on it.

Essentially we can divide the university authors into those who retain their own copyright and those who do not (i.e., work-for-hire). Matt has talked to Katie Fortney about this to help make this more clear, and under what circumstances the opt-out option is available.

NOTE: Katie Fortney and Mitchell Brown will be arranging a webinar under the auspices of the Scholarly Publishing CKG/Common Knowledge Group. It was suggested that there be local activity to address these issues following the webinar. There are two aspects of understanding: 1) how this impacts our own production, and 2) how to best present this to clientele.

5. LAUC Budget – Extra money

Diane updated the group regarding the balance of funds that appeared to be from UCLA; it was clarified that this was indeed an unspent balance from a research grant. It was returned to UCOP per standard practice.

6. Donald Barclay re- LAUC role in new Advisory Structure

Diane shared her communications with Donald Barclay regarding the new advisory structure. DOC/Direction & Oversight Committee should be more nimble. It is not configured as an advisory group, so no LAUC rep was envisioned. An initial assumption that all DOC members were also LAUC members has also been corrected given that on several campuses, positions such as Associate University Librarians and Deputy University Librarians may have been moved out of the librarian series. Diane clarified following the LAUC Exec

Board meeting that she confirmed this corrected assumption with Todd Grappone. It was suggested that a different approach to communicate between DOC and LAUC might be achieved. The new structure seems to be streamlined for more action and less advisory overhead. The role of the CKGs are more distributed in this configuration and do not necessarily provide for bottom-up communication.

7. Updates on memberships in the WCC, LAUC Journal Task Force, and LAUC Archives Task Force

All three task force charges have been completed and sent to members. At least two groups are planning meetings as Julie mentioned. Rosters and charges have been uploaded to the new website:

Web Content Committee: <https://lauc.ucop.edu/committees/web-content-committee>

LAUC Journal Task Force: <https://lauc.ucop.edu/committees/lauc-journal-task-force>

LAUC Archives Task Force: <https://lauc.ucop.edu/committees/lauc-archives-task-force>

Cody Hennesy from Berkeley is chairing the Web Content Committee. Kate Tasker at Berkeley is chairing the LAUC Archives Task Force. Laura Smart at Irvine is chair of the LAUC Journal Task Force. Matt clarified that as task forces, the chairs are not required to attend the LAUC Executive Board meetings. Diane will invite the chairs to report at the meetings for significant updates or send in a report.

H. New Business

1. Discussion on Zoom practice sessions and vote on whether to use Zoom for next conference call.

The practice sessions went well overall, with a general observation about varying equipment needs. Audio access is essential, but video of participants via webcam is less essential. The international access while Diane went away was unpredictable, but was better during the second round. There was positive feedback about the screen-sharing functionality.

ACTION: Diane to send out polls regarding using Zoom for the next call. **DONE**

2. Something cool – Diane Mizrahi shared the PowerPoint slides from UCLA YRL showing local highlights.

Additional feedback from the earlier conversation: The slides have good visual quality, but there would need to be more clarification of department acronyms and other adjustments for an external audience vs. internal-facing. The volume of activity might need to be tailored into more of a structure. The idea of a rotating PowerPoint on the web site is compelling vs. just text. It was observed that themes such as teaching, collecting, creating, leading that come out in the slides match with what LAUC is conceiving as concepts to emphasize in our featured content. That might be a more coherent way to tie that in to LAUC objectives.

I. Round Robin of Divisions

Berkeley (I. Wang): The LAUC-B conference took place on October 16, and it went very well. The response rate for the evaluation survey was 50% with positive feedback. The LAUC-B Chair and Vice-Chair have met once with the new UL Jeffrey MacKie-Mason, with scheduled monthly meetings going forward. He had not been able to attend the conference due to a conflict, but had received the positive feedback. Faculty members from the Senate library committee were

there and asked good questions. Discussion focused on the STEM disciplines, with participation from humanities including faculty from History and Germanic Studies. There is a Literatures and Digital Humanities Librarian position open, as well as the positions mentioned in past meetings.

Follow-up Action: There was an inquiry from Heather Smedberg at San Diego regarding planning a local conference there, with a side action of follow-up with Berkeley to get details.

Davis: C. Craig not able to attend.

Irvine (C. Johnson): The UCI Libraries have started a strategic planning process that coincides with the campus plan. LAUC-I is co-sponsoring with library administration at least one town hall. There will be a LAUC-I representative on the steering committee that oversees planning with other librarians. The Ask a Librarian systemwide manager has been at UCI, with an increase in hours for this assignment up to 35%, an increase made possible due to a co-investment plan from all campuses. As a result of that support, UCI will be able to hire a part-time reference and instruction librarian to accommodate UCI's librarian FTE. That position has just been posted.

Los Angeles (L. Tolly): The strategic planning process is proceeding with the work with the consultant winding down. Goals and action items have been developed, and brainstorming sessions are being formulated into a more coherent form that can be communicated to constituents. The working groups have been thanked and dismissed. Communication has been through multiple venues, including video, etc. The implementation stage will be initiated by the Steering Team, Management Council and the Library Administrative Cabinet. The Steering Team did not have an official LAUC-LA representative, but its members are in LAUC-LA. Overall, it has been a good, collaborative process. There are recruitments in various stages, including candidates' campus visits. There has been one new recruitment posted since last LAUC call: an Inquiry/Instruction Librarian for peer-to-peer services. Those interviews are going on this week. There is a librarian recruitment in an affiliated unit for Chicano Studies Research Center.

Merced: J. Shiroma not able to attend.

Riverside (C. Arbagey): A fun event was held for Halloween in the Rivera library, cohosted by the Paranormal Research Society, to spend the night in the library. There was a tour of the "haunted" places, the "hot spots" in the building. Two new key administrative positions have been filled: an Organizational Design/HR Director and a Director of Planning and Budget. These are important positions for helping to implement the strategic plan. New positions include a Water Resources Collections and Archives Librarian. Three new librarians are joining LAUC, having previously been classified as curators, in a change that has just been finalized following discussions with UCOP.

San Diego (H. Smedberg): There are no open positions at the moment. Librarians are actively promoting their role regarding navigating open access. The campus is scheduled to roll out the OA harvester for finding articles that are available but not yet in eScholarship. An opt-in option is being worked on along with a letter to faculty with their articles. This effort has coincided with the issuing of the UC Presidential OA Policy, which is opt-out, so people are involved in rethinking the local approach for following up with faculty in departments.

San Francisco (D. Owen): No report at this time.

Santa Barbara (C. Rissmeyer): Everything is on track for the library to open on January 4 after renovation. There is one open position for a Humanities Data Curator, open through December 4th. Catherine Busselen has had a change in roles from Performing Arts Cataloger to a new role as Metadata Management/Cataloging Librarian. Special projects for LAUC-SB include reviewing the LAUC-SB wiki content and developing a plan to celebrate LAUC-SB's 50th anniversary, having been created in 1967.

Santa Cruz (F. Gravier): LAUC-SC was in a parade. As part of the events commemorating UCSC's 50th anniversary there was a (Banana) Slug Parade and Expo. LAUC-SC had a banner in the parade, with a book truck as a float. Robin Chandler is departing from her role as AUL for Digital Library and Assessment. That position is likely to be retooled to focus on collections with a national recruitment coming soon. Keri Scott is serving in the role on an interim basis. Interviews for the University Archivist position are happening.

J. Adjournment

Move to adjourn: Heather Smedberg

Second: Matt Conner

Meeting adjourned at 3:05pm