

**Librarian Association of the University of California
Executive Board Conference Call
Thursday, February 4, 2016 1-3pm
ZOOM: <https://ucla.zoom.us/j/3358687463>**

Minutes

A. Roll Call (L. Spagnolo)

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|---------------------------------|---|
| President: | Diane Mizrachi |
| Vice-President/President-Elect: | Dana Peterman |
| Past Chair: | Matt Conner |
| Secretary: | Lisa Spagnolo |
| Parliamentarian: | Dean Rowan |
| SLASIAC representative: | Susan Koskinen |
| 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 – not attending |

Division chairs:

| | |
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| LAUC-B: | I-Wei Wang |
| LAUC-D: | Cory Craig |
| LAUC-I: | Cynthia Johnson |
| LAUC-LA: | Lynda Tolly |
| LAUC-M: | Jerrold Shiroma |
| LAUC-R: | Carla Arbagey |
| LAUC-SD: | Cristela Garcia-Spitz for Heather Smedberg |
| LAUC-SF: | Sarah McClung |
| LAUC-SB: | Chrissy Rissmeyer |
| LAUC-SC: | Frank Gravier |

Web Content Committee: Cody Hennesy

B. Announcements (D. Mizrachi)

Diane is adding two additional topics for the meeting under ongoing business regarding by-laws and the 50th anniversary commemoration.

C. Approval of minutes January 7, 2015 (LS & C. Johnson) – Thanks for Cynthia for taking minutes in January. Diane sent in amendments, and Lisa will review format. Minutes approved as amended.

D. Review of action items from January 7 minutes (D. Mizrachi)

ACTION: Diane will send out email to Board to find out what the microphone issues were and see if we need to revisit using Zoom. Feedback issues adjusted.

DONE

REMINDER: Cory, Lynda, and Frank to send in pictures to Julie for the LAUC website. Diane sent reminder on 1/20. Lynda's is posted. Diane has picture of Frank from the transition meeting and will send on. Cory to send something to Julie to complete this item.

ACTION: Diane to finalize topic with Dan Russell, to suggest questions and issues for break-out sessions. Diane did contact and have updates below. Not completely finalized but **in process**.

ACTION: Jerrold will confirm that there are supplies for breakouts at the Assembly. **DONE**

ACTION: Jerrold to check and make sure that in the room at Assembly we'll be able to have the breakouts as well. **DONE** – plenty of room.

ACTION: Diane will write up a summary of Board's ideas and feedback on topics to raise and send to CoUL with the request they bring them in the meeting with Janet Napolitano. Update: there were great ideas for feedback for this meeting. The email has been sent and there was a positive response from CoUL. **DONE**

ACTION: Diane will clarify the Archives Task Force position vis-à-vis local LAUC archives. There was a request from one of local divisional chairs to clarify whether local LAUC archives activities should be in sync with the Archives Task Force for systemwide LAUC. We decided to wait for the task force report and recommendations, and then divisions can set policies and procedures accordingly. If divisions say we should look at a particular area they could wait until this report is done.

FOLLOW-UP QUESTION: Dana asked whether the LAUC archives are holding any pictures that might be used for the 50th anniversary activities next year.

NEW ACTION: Diane to ask Kathi Neal if pictures in archives for 50th.

ACTION: Diane to send call for poster presenters at Spring Assembly. **DONE** on 1/13.

ACTION: Jerrold Shiroma and Julie Lefevre to work together on site development for the Spring Assembly. Jerrold and Julie will show progress to date, detailed further below. **IN PROGRESS**

ACTION: Diane to work with Dana regarding Julie & the Web Content Committee on access to the LAUC blog. Update: procedures clarified; mechanisms in place. **DONE**

ACTION: Dana will check dates on main calendar and send corrections to Julie to have it updated. **DONE**

ACTION: Diane and Dana to review the table on the website. **DONE**

ACTION: Lia is unable to attend Spring Assembly and will identify someone else to read the Diversity Committee's report and answer questions at the Assembly. Lia is contacting a couple of people and will finalize by the Assembly, perhaps having Diversity's Merced representative take on this role. **IN PROGRESS**

ACTION: Dean will explore whether the interim head of UCSF Library is to be included on the LAUC roster until a new UL is appointed. In this specific case the title is Interim Business Lead, not University Librarian. Dean clarified that the interim title is not among the titles codified by UCOP in an academic series. The conclusion is that he would not be counted as a LAUC member. Sarah will monitor processes at UCSF such as peer review via CAPA, etc., against the timeline for the recruitment and appointment of the new UL. **DONE**

E. Systemwide Committee Reports

A Note from Diane: Committee Chairs and Task Force Chairs do need to prepare a mid-year report by early March to upload on website and distributed before the assembly. Julie confirmed that March 7 will provide enough time to prepare for the website.

ACTION: Committee Chairs/Task Force Chairs submit reports by March 7; reports may incorporate content from the monthly reports.

1. Research and Professional Development (D. Peterman)

The committee notified recipients and applicants who would not be receiving funding. There was one submission in discussion for which the committee advised having the applicant revise and resubmit the following year. The committee is

waiting until March to take a look at the proposals for presentations, awards granted March 16. These are due March 2.

2. Web Master (J. Lefevre)

Julie worked with Jerrold on the Spring Assembly page. The main accomplishment was to build a registration form for that page, a deliverable of main functionality of the new redesign. Julie worked with Lia on the new Meet Our Members content.

3. Diversity (L. Friedman)

We have two new Meet Our Members librarians, from Santa Barbara and San Diego, and are back to a regular schedule of updating. Lia had a meeting with the Web Content Committee to discuss some of the ideas that the Diversity Committee had for web presence for diversity issues. Cody may address as well.

4. Committee on Professional Governance (D. Johnson)

Reported by Diane: CPG will meet next week. Diane attended the UCLA CPG meeting, which was sparsely attended but held a fruitful discussion.

5. Nominating Committee (M. Conner)

Matt reports that the Nominating Committee has prepared a slate of candidates and will forward those according to the calendar.

Diane confirmed whether she could announce the names at the Spring Assembly. Since the names should be forwarded through the divisions by that time, that should be fine.

F. Advisory Groups

1. SLASIAC (S. Koskinen)

Susan discussed the appointment of the new CDL Executive Director now that the announcement has gone out since she had participated in the November interviews. Günter Waibel should be starting in May, at which point Ivy will return to her role as Director of Collections. SLASIAC had a phone call meeting on January 14, mostly devoted to Ivy's reviewing the proposed CDL budget, including a scenario in the case of needing to cut. SLASIAC provided feedback and asked for clarifications. The next SLASIAC meeting is February 17th.

Diane asked about LAUC statewide in some form having a regular meeting with Günter Waibel, with a proposed frequency of once a quarter.

ACTION: Sue and Matt will outline some ideas and brainstorm on how LAUC can get into practice a regular meeting. This would include who is recommended to participate, whether one of the statewide representatives, the LAUC president, or executive officers.

Question: Matt asked for more information regarding the nature of the budget-cutting exercise. Susan indicated that Ivy was going to make the case for only certain portions being candidates, mostly related to infrastructure regarding travel, and not to collections. SLASIAC expressed support for CDL's work for the campuses and concurred with an approach that did not negatively affect support for collections.

2. Shared Library Facilities Group (Diane for K. Ferry)

See report from Kristine as Appendix A. There has not been much activity since their meeting in October.

3. Shared Content Leadership Group (B. Imamoto)

Diane shared the report from Becky Imamoto. The SCLG meetings are considered confidential, so no figures are included. The group discussed the format of the report and whether the content raised any issues for posting where the document would be openly searchable. It was recommended that Becky review the notes with SCLG Chair Kerry Scott before sending out.

G. Ongoing Business

1. By-laws (D. Mizrachi)

Diane indicated that the by-laws have been routed to Provost Aimée Dorr for final review and approval. Recalling last year, CPG worked hard on by-laws and they were approved at the first stage. This is the last stage of approval before they would take effect. Matt indicated that once these are approved, Divisions could review their local by-laws to ensure they are in agreement with the new statewide by-laws. Diane noted that more details will be provided after the final decision by UCOP.

Question: Any update on the APM revisions? Diane indicated no update at this time. Matt noted that if no response received in the next month he will ask again.

2. 50th Anniversary Commemoration

Diane and Dana met to discuss ideas and goals for next year. 2017 is LAUC's 50th anniversary, which Dana wants to develop and use as a theme. This year is about celebrating librarians; next year will be about celebrating LAUC. Some divisions have local milestones as well. Santa Barbara is planning its 50th now. Next year's assembly will be at Irvine, so at Dana's home campus.

3. Outstanding Deadlines.

Diane reminded everyone that poster session applications are due by February 10th. DOC representative nominations are due to Diane by February 19th.

ACTION: Diane will send reminders to forward to membership.

4. Spring Assembly updates (J. Shiroma)

Logistical details are being finalized, including venue, catering, hotel, parking and IT. Off-campus streaming should be able to be accommodated. The registration form has been created on the website. The goal is to send out an announcement for registration on Monday. Jerrold asked whether the roles on the registration form were clear.

ACTION: Jerrold will revise to "Statewide Committee Chair/Task Force Chair" and to add "Advisory Group Representative."

ACTION: Jerrold will add a question about needing overnight accommodations on Sunday, March 20.

ACTION: Jerrold will make home campus a dropdown menu to avoid variations of campus entries.

Regarding parking: there should be reciprocal privileges for those with campus permits.

ACTION: Diane will ask Dan Russell whether he needs accommodations.

Question: who are actual delegates to vote on issues? Dean indicated that divisional chairs and delegates would vote. According to Article VII, Section 1, the LAUC officers are not members of the Assembly for voting, although the President may break a tie vote.

Diane also clarified that travel for division chairs and delegates are covered.

- a. DM call division chairs to investigate car pools/ride sharing

ACTION: Division Chairs will investigate who from their campuses will be attending. Carpooling is encouraged.

b. DM updates on topic & questions with Dan Russell

Diane led a discussion on feedback regarding Dan Russell's Assembly topic, with concluding thoughts in favor of his talking about how Google is working on supporting search and deeper inquiry rather than leading him into areas that are less related to his focus.

c. DM update on lunch-time poster sessions.

Diane put out the call with a deadline of February 10th, and received two questions from potential applicants. The goal is to have 2 or 3 recipients and no more than 5.

5. Updates from WCC (C. Hennessy)

Cody presented a proposal for updating featured content, with the recommendation of having one member be the web content member and one person as the social media member. A tentative start date is for fall of 2016, with a 2-year renewable term. The model would work with informal news volunteers, one member from each division ideally. The division would be forwarding relevant news to post on the LAUC site and social media venues.

Question: What is the difference between the web content member and the web manager? The web content member would only be adding featured content, but would not be revising other pages: essentially posting new blog entries and news items. It is seen more as a gathering and publishing role, less having to do with other changes on the site. Julie added that it was a good idea to get more people involved in content on the site. The web manager would need to do training and manage the site overall. The roles could be refined in relation to another. Diane indicated that with short terms, it's possible to go through members quickly, especially those with the technical skills to take on these roles. It was noted that renewable terms are good ways to address that if no new members come forward.

Question: would the role serve as a gatekeeper for content? Cody noted that suggested guidelines would be written up, perhaps suggesting better venues vs. declining altogether.

There was additional discussion regarding the calendar feature, and including general library events, as well as LAUC events, as a way to increase its draw even more.

ACTION: Julie and Cody with the Web Content Committee are to continue to refine the roles and overall model.

6. Updates from LAUC Journal Task Force (L. Smart)

Diane reported that the Task Force has implemented a survey regarding publishing practices, which closed January 25. There were 126 participants (around one-fourth of membership). A review of the data has begun. A draft report is in progress.

7. LAUC Archives Task Force (DM for K. Tasker)

The group met at UC Berkeley on January 22 and Skyped with other members. They reviewed action items from December 15 and discussed next steps. There is a report in Box to outline the findings. A draft response is prepared for the first part of the charge. The TF has assessed the current state of archives and identified remaining questions. Any final questions will be outlined by February 5th. The group will meet at least once more before the Assembly when the final report will be submitted

H. New Business

1. LAUC Representative on DOC – DM:

There was a question about the status of this since the LAUC representative position was seen represented on some UCLAS documentation. Diane pursued clarifying the LAUC representation on DOC. On January 19, she received a call-for-nominations from Todd Grappone to forward to members, with the term to begin in spring. Nominations are open with a statement of interest by February 19.

ACTION: Diane to send reminder to Division Chairs via LAUC Exec Board for forwarding to memberships.

2. LAUC Officers' laptop retirements

a. Dean - Can we donate laptops if they still work?

In 2006, LAUC President Lise Snyder bought a laptop for the web manager; in 2010 two more were purchased for the president and secretary. Nick moved the files from the president's laptop to bSpace, then to UCLA Box. The Secretary's laptop is with Lisa but does not work. Matt has the laptop from Phoebe, and finding out if that is the original 2006 machine. The files should be reviewed, and any unique content uploaded to Box or archives, then would be cleaned and disposed of via e-waste. Diane asked about donation. Dean indicates that donations must be channeled through UCOP's property management. The recipient

must be a government non-profit or institution. See BFB-BUS-38 regarding disposition of property.

I. Round Robin of Divisions

Berkeley (I. Wang): There is a new open recruitment for the AUL for Scholarly Resources, headed by the same search firm as the UL search. A library degree is preferred but not required

Davis (C. Craig): Nothing to report.

Irvine (C. Johnson): LAUC-I had a small meeting of about 10 people regarding the position papers. There is a LAUC-I representative on the strategic planning committee; that effort will take up much of the rest of the year, including how LAUC-I can best be involved.

Los Angeles (L. Tolly) The new LAUC-LA website has launched (<http://www.library.ucla.edu/about/lauc-la>). Content has migrated to the new site. Some data clean-up remains, as well as decisions about what should be public-facing and what needs to be maintained on Confluence, etc. The UL recently sent the proposal of what the proposed organizational plan might be, within the strategic planning effort. It is in the stage of gathering feedback. More detail will be provided in the future. Future AUL titles include: AUL for Research and Development; AUL for User Engagement; AUL for Collection Strategies and Policy. The Deputy University Librarian will remain. One additional AUL position will be added for Library Special Collections and International Studies Programs, which is posted now, with an MLIS degree preferred rather than required. A pending new position is for emerging teaching and learning services. Diane asked whether achievements could be highlighted on the new LAUC-LA site similar to statewide, and Lynda confirmed that that enhancement would be in the next phase.

Merced (J. Shiroma): The recruitment for a new instruction librarian is in the final stages, with an offer made. The outcome, including the start date, should be known soon.

Riverside (C. Arbagey): The newly-hired Water Resources Librarian is starting in April. Four new positions will be announced soon: heads of reference at two libraries, Director of Teaching and Learning, and Director of Research. The new library website has launched in beta: (<http://betalib.ucr.edu/>). LAUC-R is also considering developing two position papers, so it has been helpful to understand the process. Diane confirmed that the papers could be presented to Executive Board at any time, but the papers could be presented as the Assembly for approval. The papers would not be put up to a vote until it went through Executive Board to study, put forward a call for any amendments. The papers would be circulated to the divisions as well.

San Diego (C. Garcia-Spitz): There are two librarian positions: one for Digital Archivist, and one for GIS Librarian. A new librarian has joined: Laura Schwartz, Arts and Humanities Collections Coordinator and Media Curation Librarian. The University Archivist position was filled with an internal reassignment by Marlayna Christensen. This spring, Svetlana Ushakova, a graduate student at San Jose State University, will join the library for a LAUC-SD mentoring program internship. She will be working on a Holocaust video living history project. LAUC-SD also had an informal brown bag to discuss the position papers. CPG rep Adele Barsh will convey feedback to statewide CPG.

San Francisco (S. McClung): The search for the new UL is continuing, with video conference interviews this week. The in-person interviews are planned for the end of February.

Santa Barbara (C. Rissmeyer): The interviews for the Humanities Data Curator position have been completed. Meryle Gaston, Middle East and Religious Studies Librarian, retired in January after 14 years of service. LAUC-SB is forming a working group to plan for local 50th anniversary programming. The vice-chair/chair-elect is leading that. LAUC-SB has also held discussions regarding the position papers, and should be reporting to CPG.

Santa Cruz (F. Gravier): Nothing new to report.

J. Adjournment

Motion by Matt Conner; seconded by Carla Arbagey.

Meeting adjourned at 2:52pm.

Submitted by Lisa Spagnolo, LAUC Secretary

Appendix A: Shared Library Facilities Board Report from Kristine Ferry

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.

Appendix B: Shared Content Leadership Group Report from Becky Imamoto

[SCLG \[Shared Content Leadership Group\] Meeting](#) January 29, 2016

This is the first meeting of SCLG which transitioned from CLS.

- I. Logistics
 - a. Scheduling meetings, times, notetakers, role of the chair etc.
- II. Transfer Titles
 - a. This is the yearly discussion about titles moving from one publisher/platform to another. A final ballot will be sent to each campus and votes will close February 5th.
- III. Springer ebooks
 - a. Springer has offered us a proposal for their ebooks. There are still many questions regarding it now that Palgrave Macmillan titles will be included in the package. CDL will get more information before we move forward.
 - b. We did agree to the Springer Journals and Protocols proposals.
- IV. Wiley proposals

- a. Wiley has sent a proposal to the group. It was discussed and voting will happen on the proposal listserv.
 - b. It was decided that a future discussion about the cost shares model needs to happen, not just for Wiley but for every package.
- V. Cambridge ebooks
- a. After much negotiation and reworking of the cost shares by JSC, we have finally agreed on the Cambridge e-book package.
 - b. There are some add-ons (Cambridge Collections Online and Cambridge Histories Online) that each campus can decide if they want to purchase.
- VI. Scopus
- a. The Scopus license expired on Sunday January 31st.
 - b. There is a possibility that some campuses will get as Tier 3s.
 - c. There was some discussion about where scholarly communication falls in the new UCLAS structure. Is this under the purview of SCLG?