

**Librarian Association of the University of California
Executive Board Conference Call
Thursday July 7, 2016 1-3pm
ZOOM: <https://zoom.us/j/3358687463>**

Minutes

- A. Announcements - none
- B. Roll Call (L. Spagnolo)

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
SCLG representative:	Becky Imamoto – not attending
DOC representative:	Catherine Nelson – not attending

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
LAUC-I:	Cynthia Johnson
LAUC-LA:	Miki Goral for Lynda Tolly
LAUC-M:	Jerrold Shiroma -
LAUC-R:	Carla Arbagey – not attending
LAUC-SD:	Heather Smedberg
LAUC-SF:	Sarah McClung
LAUC-SB:	Chrissy Rissmeyer
LAUC-SC:	Frank Gravier

Archives Task Force: Kate Tasker – not attending – report submitted
Web Content Committee: Cody Hennesy – not attending, report via Diane
Journals/eVenue Task Force: Dave Schmitt – not attending
Adam Siegel: Position Paper Rewrites – not attending

- C. Approval of minutes June 2, 2016 (L. Spagnolo) – as distributed.

D. Approval of Spring Assembly minutes (L. Spagnolo, D. Mizrachi)

There was a question regarding the ad hoc Davis delegate, Ruth Gustafson, who served due to Cory Craig's unexpected absence. This is noted in the list of delegates. It was also confirmed that the Executive Board is able to approve assembly minutes on behalf of the Assembly, so this year's minutes are being approved by the Executive Board members who attended. It was noted that Dean Rowan, serving as Parliamentarian, is not an officer, but is in a separate category. This will be corrected. Approved as amended

E. Review of action items from June 2, minutes (D. Mizrachi)

ACTION: Diane

Send link to YouTube video on UC Libraries: Research Data Matters (from UCOLASC meeting). Cory sent link in chat of 6/2 meeting; information and links distributed broadly through the UC Libraries central page to campuses. **DONE**

Send reminder regarding RLF webinar for all library staff to Exec Board. **DONE**

OTHERS:

DANA to check with R&PD Committee members if able to manage locally-led sessions on their campuses on LAUC R&PD grants based on distributed slide deck or if recorded session needed. UPDATE: Dana resent the presentation slide deck, but did not have time to do voice-over. Santa Barbara had some questions about campuses presenting this information since they have different dates for their terms of chairs. There is a new chair of their R&PD equivalent who may not be equipped. Dana will contact the new chair. It was also suggested that someone else who was more knowledgeable could volunteer. **IN PROGRESS**

CHAIRS contact local R&PD/Research Committee equivalent chairs about preparing informational session within next 6-8 weeks. This will be a combination of statewide presentation and local discussion. Diane's goal was to get information out about applying for a grant as early as possible, with the call for grants issued in September. **IN PROGRESS**

CHAIRS check local by-laws/standing rules for language about any secretary duties of maintaining membership/roster list against proposal by WCC for central roster maintenance. UPDATE: Diane and Dean already discussed this issue and decided it would be at discretion of local divisions to use the central roster and/or keep a local list. Chairs should note this for incoming chairs for membership roster maintenance. **DONE**

F. Systemwide Committee Reports:

1. Updates from WCC (DM for Cody Hennessy) – There are not many WCC updates this month. The group discussed the feedback from the Executive Board's June call and prepared outreach plans for when page changes are done by FivePaths. Julie indicates she is still awaiting confirmation from FivePaths on the new requests. In preparation for Jerrold's assuming Web Manager duties in August, Cody, Julie and Jerrold met on June 28th to plan the handoff to the new web team and started to delineate the exact roles of the LAUC Web Manager, News Content Manager and Social Media Manager positions.

WCC will include those details in our final report and work with Jerrold/Julie and the Exec Board to make sure any LAUC policies are updated accordingly. Julie added that there are LAUC website policies that need to be updated based on this new team configuration; Julie is working on that. The plan is to get those to a review/vote by the transition meeting if not earlier. The goal is to review them with this year's Executive Board.

2. Web Manager (J. Lefevre) – Julie and Jerrold had time to review the back-end of the website together, and the transition is off to a good start. A guide is being put together to serve as a resource. Julie is following up with FivePaths as needed to schedule the work we need done. Jerrold confirmed that the transition is going smoothly. There was a question about how people would submit messages regarding incorrect content on the site. The mechanism on the site routes to the Web Manager.
3. Research and Professional Development (D. Peterman)
No report. Dana updated earlier regarding the action item related to the slide deck. Dana also sent this to the contact at Santa Barbara. Grant recipient reports are due the end of August, which can be in-progress or final. No new grants are allotted to the individual until that documentation is fulfilled.

ACTION: CHAIRS – remind your R&PD/equivalent chairs to convey to those awardees that reports should be sent in.

4. Diversity (L. Friedman) – The Committee is behind schedule in the Meet Our Members submissions, recruiting someone from UCLA to submit their profile. Diane will work with other UCLA LAUC members to ensure there is a representative. One suggestion was Cindy Spadoni, who is also the AALL/American Association of Law Libraries featured member right now. The questionnaire is on the LAUC website (<https://lauc.ucop.edu/meet-our-members>).

ACTION: UCLA members to find someone for this feature.

5. Committee on Professional Governance (D. Johnson) – CPG has received requests for bylaws approval from San Francisco, Irvine and San Diego. San Francisco's had been approved earlier in June. Approvals for Irvine and San Diego just got sent. No requests from other campuses have been received. Turnaround should be good for subsequent requests, a few weeks. Michael Yonezawa is the incoming CPG Chair and should be at the transition meeting.

G. Advisory Groups

1. SLASIAC (S. Koskinen) – The meeting schedule for 2016-17 meetings is set: November 30, March 3, April 24, all in Oakland. Sue has one more year left to her term.

2. Shared Library Facilities Group (DM for Kristine Ferry) – There have not been any meetings of SLFB since March, however, the webinar for LAUC members and library staff by Erik Mitchell and Cathy Martyniak was a success, with 78 attendees. They would appreciate any feedback on the session.

ACTION: Chairs, please share message that Cathy sent to solicit feedback on the session. Diane can resend Cathy's message if necessary.

3. Shared Content Leadership Group (DM for Becky Imamoto) – Becky sent a report, included as an appendix below. SCLG has taken care of housekeeping items, including updating the SCLG work plan. The Reveal Digital model for crowdfunding digitization of materials was discussed. Additional analysis is being done by the STAR team (<http://libraries.universityofcalifornia.edu/groups/files/sclg/docs/SCLG-STARTeam-210416-1124-168.pdf>). DOC has been discussing the RLFs, and shared systemwide technology strategies. In a licensing update, CDL Acquisitions is preparing the last recharge of the fiscal year. Also discussed were the Cambridge UP ebooks proposals, negotiations with Elsevier, Springer/Nature, Taylor & Francis, and American Chemical Society.

UC Davis updated the group on their proposal for GreenGlass, a collection visualization and query tool developed by Sustainable Collection Services, now with OCLC. This would assist in large-scale weeding projects. SCLG discussed how comparisons across campus holdings may be done. Also discussed was Assembly Bill 2880 (AB2880) on state intellectual property (see: <https://www.federalregister.gov/articles/2016/06/07/2016-13426/section-108-draft-revision-of-the-library-and-archives-exceptions-in-us-copyright-law>). A UCOP impact group is evaluating the bill and will advise the ULs. It was noted in the Exec Board discussion that the bill has been amended to remove all language about copyright (see: <https://www.eff.org/deeplinks/2016/06/california-legislature-drops-proposal-copyright-all-government-works>). The latest action on the bill was on June 28, a referral to the Appropriations Committee. A cost share framework for campuses is being prepared for JSC, in draft stage and to be discussed at the Jun 17 meeting.

4. DOC (Catherine Nelson): Not attending, and no report. A summary from DOC was sent out last week to all library staff.

H. Ongoing Business

1. Archives Implementation Task Force (DM for Kate Tasker) – Kate submitted a report, included as an appendix below. The guidelines are being revised to include digital content and media. They are working with the LAUC Web Manager for points of access on the website, and how to incorporate the recommendations from the first iteration of the Archives task force. Work with the WCC is continuing. The revised LAUC Archives Guidelines will be posted on the LAUC Site (see current version: <https://lauc.ucop.edu/guidelines-and-other-procedures>). Lisa noted that Angela Boyd has contacted her regarding the Secretary's laptop, which was procured a few years ago

and is non-operational. Lisa will work to get any documents off the machine and investigate the correct process for disposition.

ACTION: DM to include Dana on Box items so access to documentation of task forces.

2. E-Venue Task Force (DM for Dave Schmitt) – Our discussion centered mostly on brainstorming just what we envision this process looking like. The main challenge is collecting information (who has published, presented, etc.). We noted that it is difficult enough to get librarians to post information in eScholarship. We feel that it will be key to have a system which includes as little extra work as possible for people. Once up and running, it would be ideal to have some sort of way to communicate out to the LAUC membership what is being done, and not only to list things on a website. Currently, I don't believe there is a LAUC statewide distribution list for this purpose.

We discussed in some detail ways to possibly use eScholarship and automatically populate a list on the LAUC website with new submissions. Monica looked into the possibility of doing this on the LAUC website, and it seems possible. However, this process has numerous challenges. First, as mentioned, we librarians aren't great at submitting to eScholarship. This requirement should be promoted by LAUC. Second, it is not easy on many campuses to submit content to specific Library folders in their campus page, though most campuses have a dedicated Library section. Lastly, eScholarship is not ideal for many types of publication.

Mitchell is looking into changes being implemented at eScholarship which might make parts of this process easier, and he is looking into how to pull an RSS feed from a particular section of eScholarship, if that is even possible.

3. Position Paper updates (Adam Siegel) – via DM. Draft revisions will be reviewed over the next couple of weeks to return to the Executive Board by August, aiming for either August 4th call or the transition meeting.
4. APM360-4 wording follow-up. Diane sent Gina Durrin and Janet Lockwood at UCOP an inquiry yesterday to ask whether there is any update. Janet stated that Susan Carlson and she are still collating the comments. No news yet.
5. Budget updates. As of June 9th, there was \$7,884.32 in the Assembly travel fund, and \$9838.58 in the President's fund. There have been some expenditures since then of about \$1,000, mostly travel. This term is finishing in a good position. Many early expenses from the August 22nd transition meeting, including deposits for catering or the room, can come out of Diane's year's budget, as it may be until later in August or September when Dana gets his funding. Diane is reviewing comments from the assembly. One indicated that it would be good to have a second day as we used to do. There may be enough money to support that, especially for the 50th anniversary. There could be a business meeting one day, and the second could be devoted to programming and celebration events.

There was a question about who should attend the transition meeting. It should be the incoming board and the outgoing secretary and president (i.e., Lisa and Diane). One half of the meeting is the board presided by Diane, and then the meeting passes to Dana and the incoming secretary (Angela Horne). Those who have significant travel have done remote attendance in some cases, but travel can be supported. Dana recommended those who are unable to attend to send the Vice Chair or other representative from the local executive board. Reimbursements are handled the same way as before: submitting to your local business office, who will recharge the LAUC budget.

It was noted that in the past, this meeting included both outgoing and incoming chairs, but was streamlined due to budget issues. Outgoing chairs could attend remotely if that would be effective. The passing on of helpful advice was useful to incoming members. Diane indicated there may be funds to cover this for those interested. Dean noted that this practice is covered in a standing rule, with the transition meeting held with new board members taking office at the second half of the meeting. Those who had attended by phone in the past noted that visuals are important to stay connected during the proceedings.

ACTION: Dana will check on technical logistics to support remote attendance at the August 22nd transition meeting.

ACTION: Lisa to follow up with Angela Horne on preparation for Secretary items.

ACTION: Diane to follow up on possibility of attendance by outgoing chairs.

ACTION: CHAIRS to provide feedback on possible attendance.

ACTION: Dana to offer Doodle poll to add names of outgoing chairs interested in attending in person. <http://doodle.com/poll/ybt8xru4qfhfgxdr>

6. Elections – Congrats to Carla Arbagey (LAUC-R) and Angela Horne (LAUC-LA) on their being elected to Vice-President/President-Elect and Secretary, respectively.

I. Round Robin of Divisions

Berkeley (I. Wang): There were announcements yesterday of two open positions filled. One remaining open position for the temporary appointment in the librarian series has completed interviews. The roster will be completed soon. The Division's Executive Committee is convening a task force to look at issues of the professional status in the librarian series and recent trends in hiring and job duty assignments, both inside and outside the librarian series. It is likely to focus on technical services area, possibly trends nationwide, but coming up from the membership. It may develop into a position paper. It will include investigation of trends, comparison with peer institutions, and other UCs.

Davis (C. Craig): In the last round of retirements, three LAUC members have retired: Karleen Darr in Technical Services; Mary Wood in Health Sciences; and Gail Yokote, AUL for Collection Services. Adele Dobry will be taking on Mary Wood's role, so there will be an open life sciences

position. It is unclear how the Technical Services vacancy will be covered. The AUL level is being reviewed, since there are now two vacancies at that level. There are candidate interviews for a Scholarly Communications Officer, which is a program director and academic administrator position, so not in the librarian series.

Irvine (C. Johnson): Interviews have completed for the Head of Education and Outreach. Interviews will begin soon for the Public Services Librarian for Special Collections and Archives position.

Los Angeles (M. Goral): Several librarians have retired including Libbie Stephenson, Ruby Gutierrez, and Julie Kwan. A task force has been working on creating a new member orientation to provide a structured orientation for new librarians, and they have almost completed their report. The new webpage is being modified. UCLA is working on getting a representative to be featured in the Meet New Members area of the LAUC site.

Merced (J. Shiroma): Nothing to report.

Riverside (C. Arbagey): Not attending.

San Diego (H. Smedberg): The Digital Archivist position was filled. It is a librarian position and was filled with someone who had been a Library Assistant with an MLS, so that person is now in LAUC and in the librarian series.

San Francisco (S. McClung): There are no updates on the University Librarian search. There will be interviews for the Data Services and Assessment Librarian position in the next few weeks.

Santa Barbara (C. Rissmeyer): Four recruitments are active. Interviews are complete for a Latin American Librarian and Temporary Reference Librarian. Interviews are in progress for the Special Research Collections Cataloger/Research Librarian. The recruitment for the Assessment Coordinator is still in early stages. Like other divisions, longtime members are retiring, including Janet Martorana, AUL for Collection Services; Susan Moon, Special Projects Librarian. Another conversation of interest is how to recognize significant service milestones. A charge is being written for a group to work gauging interest among members on how to formalize how LAUC-SB can recognize significant service milestones, and working with other library stakeholders.

There was an Exec Board discussion on efforts at other campuses, how to fold this into the overall LAUC anniversary, and how to represent retirements and significant service anniversaries. In the Meet the Members section on the LAUC site, perhaps people who have reached significant milestones can be included as well. Some libraries recognize milestones by allowing the librarian to pick a book, with a bookplate affixed. Libraries also have staff-wide programs to recognize milestones.

ACTION: Chairs to share over the Exec Board list information of such programs at their libraries. Chrissy will share the charge for the Santa Barbara group with the Exec Board.

Santa Cruz (F. Gravier): The division is still resolving the incoming chair issue due to Nicholas Meriwether's departing. There will be someone from UCSC at the transition meeting. There is a recruitment for a Librarian at the Central for Archival Research and Training (a program through Special Collections).

Diane noted she is working on a new newsletter, and will send out a draft for input.

ACTION: Chairs of committees and representatives should send a year-end report by September 12th.

J. Adjournment

Motion to adjourn: Dana Peterman

Seconded by Miki Goral

Meeting adjourned at 2:23pm.

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Appendix A. Becky Imamoto, SCLG Representative, Submitted June 14 from June 10 meeting.

[SCLG \[Shared Content Leadership Group\] Meeting](#)

June 10, 2016

Shorten 1-hour meeting (normally 2 hours)

1. Housekeeping
 - a. Myra Appel (Davis) will join SCLG as the UCD rep in July after Gail's retirement.
 - b. Update to the SCLG Workplan
 - i. This is an internal doc posted on the SCLG wiki that is password protected. Basically it has 5 Areas of Focus: Collection Development Strategies, Budget Strategies, Assessment, Collection Management, and Scholarly Publishing Transformation. There is also a calendar that shows when we will be discussing each topic and who will be the person(s) lead(ing) that discussion.
 1. At the next meeting (6/17) we will be going over Budget Strategies, specifically revising the principles of the cost share model.
 - c. [Reveal Digital](#): Brief discussion about this kind of crowdfunded model for digitizing materials and making them open access. What are the benefits for us to participate systemwide or is it better done campus by campus.
 - i. We have asked the STAR team to review Reveal Digital and report back in 2 months with a recommendation.
2. DOC
 - a. DOC has been discussing the RLFs, shared systemwide technology strategies, and communicating with former groups about becoming CKGs.
3. Licensing Update
 - a. CDL Acquisitions is preparing the last recharge of the fiscal year.
 - b. Also discussed Cambridge University Press eBooks, Elsevier, Nature, T&F, and American Chemical Society.
 - i. Issues with ACS accepted our Author Rights and Text Data Mining permissions.
4. [Green Glass](#)

- a. UC Davis filled us in on their proposal with Green Glass. Future: SCLG should discuss parameters of the analyses so that results could be compared and shared by the different campuses.
5. California legislation AB 2880
 - a. UCOP Impact group is reviewing legislation and will advise ULs.
 - b. Need to be discussed at campuses with heads of special collections
 - c. More info here:
 - i. <https://www.federalregister.gov/articles/2016/06/07/2016-13426/section-108-draft-revision-of-the-library-and-archives-exceptions-in-us-copyright-law>
6. Cost share model framework for JSC
 - a. Small group working on this presented a draft. It will be discussed at the next meeting on 6/17.

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Appendix B. Report from Kate Tasker, Chair, LAUC Archives Implementation TF

To: LAUC President

From: LAUC Archives Implementation Task Force

Re: Progress Report, 2016-06-29

The LAUC Archives Implementation Task Force most recently met on June 29, 2016, with all members present: Julie Goldsmith (UCB), Kathryn Neal (LAUC Archivist, UCB), Angela Boyd (UCSB) and Kate Tasker (Chair, UCB).

The Task Force discussed the following agenda topics:

- I. Welcome
- II. Review progress on current tasks:
 - a. Revise the Archives Guidelines to include digital content and media
 - b. Work with the LAUC web manager to determine a fitting point of access on the LAUC Website
 - c. Update the Records Transmittal Form
 - d. Create a transfer and preservation plan for born-digital material
 - e. Create a process that allows comments on digital collecting scope and other suggestions as new formats emerge

f. Create a LAUC Archives Guidelines page on the LAUC website

III. Set timeline for next steps

The Task Force is currently in the process of revising the Archives Guidelines to include guidelines for creators of digital documents; drafting a transfer and preservation plan; and revising the Records Transmittal Form. We are also gathering information about the current methods LAUC uses to collect and preserve digital files.

The Task Force will meet again on July 27, 2016.

Respectfully submitted,

Kate Tasker

Chair, LAUC Archives Implementation Task Force