

Librarian Association of the University of California
Executive Board Conference Call
Thursday, October 6, 2016 1-3pm

DRAFT MINUTES

LAUC > LAUC Exec Board 2016-17 > Agendas
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Call to order: 1:00pm.

A. Roll Call (A. Horne)

- Excused: Kristine Ferry, Becky Imamoto, Diane Mizrachi, Susan Koskinen

B. Announcements/Housekeeping

None.

C. Approval of minutes, 2016 (A. Horne)

- Transition minutes
- Minutes of September 1, 2016

Minutes are in progress.

D. Review of action items from September 1 (A. Horne)

Tabled.

E. LAUC Systemwide Reports (some not yet convened)

1. Research and Professional Development (C. Arbagey) – not convened

Waiting for LA and Riverside reps. Oct 18th is the deadline. During this call Maria Jankowska was identified as the UCLA rep.

- Dana – Will update Box folder for specific groups when he receives new names, etc.

ACTION ITEM: Dana to continue updating Box when committee memberships change.

2. Web Manager (J. Shiroma)

- Has been working through the rosters, updating listings, etc. Some fixes are underway, such as how news updates are posted to the homepage; summaries are preferred though full posts currently appear.
- To submit items, use the “Contact Us” [webform](#). Submissions will be actioned by Cody, Harrison or Jerrold, as needed.
- Calendar/event items can be sent directly to Jerrold for now.

- **ACTION ITEM:** Jerrold to add an event/calendar option to the form.

3. Diversity (C. Lee) – not convened.
4. Committee on Professional Governance (M. Yonezawa) – not convened.

Michael shared that he has contacted existing identified members and is awaiting a few campuses to identify their members. Waiting to get everyone before completing charge. During this call, two new members were noted: Hong Cheng (UCLA) and Mitchell Brown (UCI).

5. Nominating Committee (D. Mizrahi) – not convened.

Three people serve. Past President chairs. Diane Mizrahi will work with Christina Woo (UCI) and Bob Heyer-Grey (UCD). Members of the Board are encouraged to begin thinking of people who would be good candidates.

F. LAUC Advisory to External Groups

1. Systemwide Library and Scholarly Information Advisory Committee/SLASIAC (S. Koskinen) – Final report uploaded. Next meeting scheduled for November 30, 2016

Dana encouraged us to read the [report](#) and send questions to the Exec Board list.

2. Shared Libraries Facilities Board/SLFB (K. Ferry). [Report of October 4, 2016](#)

The topic of shared storage is becoming more complicated. Conference call set for Oct 14th.

3. Shared Content Leadership Group/SCLG (B. Imamoto) – see email attachment of September 21, 2016 or [Box upload](#)

Issues of CKGs (Common Knowledge Groups) not being the same as the past BIGs (Bibliographer Interest Groups) though functionality is the same. Need for organization and understanding.

4. UCOLASC (University Committee on Library and Scholarly Communication) upcoming visit by DP (October 7, February 24, and May 17). Agenda listed as "confidential".

Dana reminded us that faculty, CDL, and CoUL are consultants to UCOLASC. See the [roster](#).

This is our opportunity to engage faculty senate on library issues.

Dana planned to present as his report these topics – research, professional development, diversity and professionalism. He requested ideas from the board and heard:

- OA – how do we work with our faculty? Maybe CDL can provide information about discounts (couldn't be found on the CDL site).

- Reiterate the role of librarians as academics, tied to the academic mission of the university. In some cases, work previously done by librarians has been shifted to non-librarian staff and/or student workers. Also, we are professionally active – do faculty understand that?
- Important to keep the librarian front-of-mind when some of our duties have shifted to the electronic realm. There is wide-ranging professional work being done to curate, make decisions, etc.
- Merced, as our youngest campus, was asked for its views. Elizabeth noted that they do rely heavily on student workers, though that may change as the minimum wage increases. All services points are staffed by students. Librarians reach users via instruction and there is a new liaison program. There is desire for faculty to be advocates for the library when speaking with deans.
- Importance to meet with faculty, attending events, etc.
- Concern that there is a large number of non-librarians on UCOLASC and thus it is challenging to underscore librarians' value to the entire group.
- Dana confirmed that he is the only line librarian on UCOLASC, as others are ULs, etc.

ACTION ITEM: Send Dana ideas for UCOLASC.

G. Ongoing Business

1. Spring Assembly updates (D. Peterman)

- Date was confirmed as for Thursday, April 20th at UCI. Local UCI Assembly chair is Julia Gelfand.
 - UCI's Assembly committee members suggested a game to engage people. This would be in addition to lightning talks.
 - Suggestion that the speakers would need to be practiced in order to engage the audience; perhaps enlist a coach to help them prepare.
 - Perhaps use PechaKucha with timed slides.
 - Game could be less serious, concerning LAUC and its history.
 - No keynote is scheduled.
 - Airport is 10 minutes away.
 - Consider getting input from past LAUC Presidents. ACRL LITA has done this by asking a set of questions and these written responses are used. This could be done by a web form and would require far less work than oral histories.
 - It would be up to the web team to decide how to present these materials on the website
- **ACTION ITEM:** Dana to charge the 50th anniversary committee.
 - **ACTION ITEM:** Dana to charge a related group to handle editing of material submitted.

2. [LAUC Archives Implementation Task Force report and recommendations](#)

- a. Relation to work on 50th anniversary
- b. Best practices and information for committees

- Kate reported that she has been working with the LAUC Archivist and others to finalize a strategy for the archives workflow, particularly as relates to digital files. This has required significant work as the guidelines were last revised in 2009.
- Ideally, the 50th anniversary project would follow the same procedures as per other LAUC archival files.
- When asked if an archivist should be a member of the 50th anniversary committee, the response was “not necessarily.”

ACTION ITEM: Confirm if an archivist will be added to the 50th anniversary committee.

- UCB had recently been looking into the archives for local needs. It was unclear what content is contained therein.
 - Kate mentioned that there is a guide to materials dating to the 1960s. The finding aid for the Librarians' Association of the University of California Records, 1969-2005, is available on the Online Archive of California:
<http://www.oac.cdlib.org/findaid/ark:/13030/kt0199n3t7> . The finding aid can be publicly accessed from any internet browser and is keyword-searchable.
3. Nominating committee – Has been appointed (Diane Mizrachi, Bob Heyer-Gray, Christina Woo).
 4. Position Papers: Sent by Diane to Adam Siegel with our comments and due November 14, 2016 to Diane Mizrachi. Papers with the Executive Board's comments are uploaded to Box at https://app.box.com/files/0/f/11582857944/Position_Papers if needed

Tabled.

5. Standing committees (charge highlights and needed members)
 - a. [Committee on Professional Governance](#) (CPG) (3 vacancies of 10): UCI (working on it), UCLA (have gotten someone, but no name submitted), UCSC (left phone message w/chair)

Dana shared that the charge will be to investigate 2 or more bylaws changes and provide editorial pieces for blog and website, not more than 500 words per article.

- b. [Diversity](#) - (5 vacancies of 10): UCR (left message w/chair), UCSD (left phone message w/chair), UCLA (member leaving and searching for replacement), UCSB (left phone message w/chair, UCSC (left phone message w/chair)

Dana shared that the charge is to take a look of impact on divisions since committee's inception. Could write 2-5 papers, at least 250 words in length; will need to go to publication task force for editing and to be done before Spring Assembly. Can be written by former LAUC members including retirees.

- Miki – Jennifer Chan is new UCLA member.

- c. [Research and Professional Development \(RPD\)](#) (1 vacancy of 11): UCLA (have gotten someone, but no name submitted)
- Dana has asked them to choose some (5) research projects, to abstract them and discuss their impact, etc.
- Sue noted that RPD and CPG members were switched for UCSC

H. New Business

- 6. CoUL (Council of University Librarians) visit highlights from September 16 by DP and CA
 - Dana reported that he and Carla both went to Oakland. It was Mackenzie Smith's first time chairing and all campus UL's attended except Berkeley's. Discussion items included communication across the system as well as how shared decision-making occurs. Some campuses have an engagement expectation, so it's up to the librarian to stay informed. CoUL is interested in holding open Brown Bag-type Zoom sessions for discussions with DOC members. Mackenzie Smith asked how should CoUL report out (in the past, minutes were distributed.). Sharing bullet points on quarterly basis or possibly an annual report that discusses priorities, etc.
 - CoUL was asked how it saw itself connected to line librarians. This led to robust discussion. Some items are closed (donor/development meetings).
 - It was very clear that communication occurs very differently at each campus.

ACTION ITEM: Dana to ask Todd Grappone about the open Zoom DOC sessions.

- 7. Task forces
 - a. 50 Year Anniversary Committee
 - i. Should contain at least one person with project management skills
 - ii. Goal #1 – organize the creation of content for the LAUC website (to be later archived) 1 month ahead of Assembly, which is tentatively in mid to late April in coordination and consultation with the Web Manager and following the best practices identified by LAUC's archives at UCB via DM's task force.

ACTION ITEM: Dana to create the charge.

- b. 50 Year Anniversary Editor's Board
 - i. Establish a consistent style for publications submitted by committees and task forces providing content for the web and archiving.

I. Round Robin of Divisions

- Librarian personnel changes, including retirements, hires, and new positions (this is less important as some of these other points without context). This might also include such information as whether there's something unusual about that hire.

- Facilities changes or plans for changes (new buildings, re-configurations);
- Your LAUC's next meeting and what's on the agenda, especially for the 50th anniversary (I'd like to visit some of your campus meetings, but I need to know when to see if it's possible);
- General changes, if any, for this year in how librarians will be conducting their business/new trends;
- Librarian professional development (This would include programs via your divisional LAUC. In addition, however, any non-LAUC professional development that arises as a function of your library priorities and strategic directions. I don't know that you have any planned right now);
- What progress is being made from the main set of interests expressed from the last call?

1. UCB –

Recruitments: Learning & Research Communities Librarian; Art Librarian; Project Manuscript Cataloger (24 months)

CAPA & Committee on Professional Development hosted Annual Review Workshop; Thursday 17 October, 8:30-10:00 a.m.

Fall Assembly: Speaker Günter Waibel, Associate Vice Provost & Executive Director, California Digital Library; Tuesday 15 November, 8:30-10:00 a.m.

2. UCD –

One open recruitment, for a life sciences librarian. Just learned that the Head of the Medical Library is leaving.

Meeting on October 12th to discuss to change delegation of authority for reviews. Non-regular merits go to the Vice Provost office. Proposal would give final authority to the University Librarian. Executive Board meeting is the following Friday and will include a discussion about 50th anniversary contributions.

3. UCI –

No recruitments at the moment though one is pending.

UCI Libraries released its strategic goals and LAUC was asked to contribute ideas.

Appreciation was offered for the charge of the statewide diversity committee as it will inform local efforts.

Expected facilities changes (medical library in Orange) will not occur due to funding challenges. Also, the medical school will not be hiring the 175 anticipated new staff.

Format of quarterly meetings is changing from a reporting to a discussion format.

Informational items will be shared via the wiki. Volunteers will prepare background materials and leading questions to stimulate conversation on timely topics. Monthly lunch brown bag

talks will also begin. These will support professional development and include such items as presentations about research projects, etc. A goal is to share more across departments and build local professional relationships, to supplement those gained on the conference circuit. Next local meeting is October 12th.

4. UCLA –

Three librarians have left: two retirements (David Gilbert and Valerie Bross) and one to Stanford (Margarita Nafpaktitis).

Six positions being recruited for + an AUL (Associate University Librarian) for Special Collections and International Studies (new position).

Joanna Chen Chan is the new Emerging Literacies Librarian.

Facilities – Cataloging/Metadata + Acquisitions are being moved out of Kinross due to the Geffen Academy. Moving into the life sciences building, a 1950s building that is undergoing renovation. This will bring the Kinross staff closer to central campus, which is a plus. Preservation is also slated to move and will go into YRL (Young Research Library).

All LAUC committees have full memberships.

5. UCM –

Erin Mutch, Manager of the Spatial Analysis & Research Center (SpARC) joins the Library staff as SpARC is now part of the Library. We are hosting the inaugural talk of a new Faculty Author Series next week. Our next LAUC-M meeting is 10/12. We plan to discuss OA 2020 and our contribution to the LAUC 50th anniversary project.

No open recruitments. However, have undergone workforce planning and there are desired positions. Awaiting to hear from the Chancellor's cabinet about new positions.

6. UCR –

Will be hiring a digital assets metadata librarian. The Director of Research Services hire is When Julie Mason went to patent and trademark office she retired from UC system.

Facilities – In the middle of summer the Multimedia Library lost its space and was absorbed into Rivera Library. The space was reclaimed by the College of Arts and Humanities. Various group study rooms have been repurposed (gaming, media viewing, etc.)

Next local LAUC meeting is Oct 27th, 1-2pm. Next Executive meeting is October 20th.

7. UCSB –

New hires:

- Chelsea Heinbach, Temporary reference & instruction librarian
- Ryan Lynch, Latin American & Iberian Studies librarian, also covering Spanish and Portuguese, Caribbean Studies, Global and International Studies (and reference & instruction)

UCSB Library is starting Skype interviews for:

- Black Studies / Sociology librarian
- Library Instruction Program Coordinator

Also actively searching for:

- AUL, Scholarly Resources & Content Strategies
- University Archivist

On deck, searches for:

- Economics & Business librarian
- Middle Eastern Studies librarian

8. UCSC –

Recruitments:

Head of Research Support Services department head position closed yesterday. Temporary Project Archivist in charge of processing the Pirkle Jones and Ruth-Marion Baruch Photography Collection closed on Oct. 24. This week the campus is launching a publicity campaign for this new donation, valued at \$32 million.

We recently finished a [large collection](#) weed/move/de-duplication project in our Science & Engineering Library. The goal is free up more space for student individual and group study.

This afternoon the UCSC Library is hosting a [panel discussion](#) for the campus titled "Communicating your Scholarship in an Open Access World". Speakers include Katie Fortney and Ivy Anderson from the CDL, and Chris Brenner and Roberto Manduchi, two UCSC faculty.

LAUC-SC meetings are held the first Thursday of each month. The next two meetings will be dedicated to last year's CAPA report and the CAPA workshop for this year's review initiators and candidates.

9. UCSD –

Recruitments – Two Metadata positions open. Finished Social Sciences Librarian search. Health sciences liaison being recruited. Just approved a FYE (First Year Experience) librarian. Three more brand new positions coming out soon.

Facilities – Renovating the 1st and 2nd floors (main level and one below). These are main study spaces. The top floor of the tower may become a lounge. Talked to a consultant that is

helping prep for the conversation with the architect. Shifting collections to ready for the public space changes. Have the “annex”, doubling the space to move print collections out there.

October 25th is next LAUC meeting and will deal with CAPA issues. Still adjusting to the point system, dealing with greater than standard merit. Maybe some bylaws changes to come. Haven't discussed the 50th anniversary yet.

10. UCSF –

UL search ongoing and is using a search firm. Approximately 8 people will be picked for “airport interviews”. That group will then be whittled down to the top 3 or so. Two librarians are on the search committee. Also hiring a one-year temporary digital archivist, a position they hope will become permanent. Hiring a PT temporary position for scholarly communication – this position will help with getting better compliance for uploading papers into eScholarship. Finalizing hire of data services librarian. Writing JD for another education lib (due to retirement at end March); hope to post by end of October.

Facilities – Revamping former reference office into a consultation space. Will be used for small groups and have flexible furniture.

Oct 11 is next general meeting. Will talk about the 50th.

University Archivist is in the librarian series but in the past, the assistant and other archival positions have been classified as analysts. All the professional archivists are being moved into the librarian series.

The UCSF General Hospital Library, formerly funded by School of Medicine, will now report up through the library. This should enhance collaboration.

Had an archives open house yesterday.

Had an R webcast from AMA.

Doing a great deal with Open Access. Uploading articles into PubMed Central and encouraging placement in eScholarship.

J. Adjournment

Meeting adjourned at 2:48pm.

Next conference call date/time: Thursday, November 3, 1-3pm