

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

AKH DRAFT

MINUTES

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

A. Roll Call (A. Horne)

- Excused: Becky Imamoto, Min Lin Fang (represented by Peggy Tahir), Corliss Lee, and Colby Riggs (represented by Danielle Kane).

B. Announcements/Housekeeping

- Dana began working at UCLA Library this week and his new e-mail is: dpeterma@library.ucla.edu
- From LAUC's perspective, Dana is still considered designated as Irvine. Some monies during his presidency will need to stay at Irvine for LAUC to receive on-site discounts from UCI vendors.

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

- Transition minutes
- Minutes of September 1, 2016
- Minutes of October 6, 2016

The minutes are close to being ready for review.

- **ACTION ITEM: Angela to finish the minutes and distribute for edits.**
- **ACTION ITEM: Angela to share an action items list 1-2 days after each board meeting.**

D. Review of action items from October 6 (A. Horne)

- Angela to finish the minutes. (In-progress.)
- Jerrold – will add an option to the [Contact Us form](#) for sending calendar items (events). For now, send him events directly. (Done.)
- Send Dana items for the [UCOLASC](#) meeting. (Done.)
- Dana to charge the 50th anniversary committee. (In-progress).
- Dana to charge a group to handle editing of materials received for the 50th anniversary. Establish a consistent style for publications submitted by committees and task forces providing content for the web and archiving. (In-progress).

- Confirm if an archivist will be added to the 50th anniversary committee. – who to do this? (In-progress).
- Dana to ask Todd Grappone about the open Zoom DOC sessions. (Request made).

E. LAUC Systemwide Reports

1. Research and Professional Development (C. Arbagey)

Carla has representatives from each campus as well as applications from several campuses. Divisional research committees are to forward applications to R&PD by November 4, as per Carla's recent email.

2. Web Manager (J. Shiroma)

Working on roster updates for committees, some display issues, etc. Added the calendar/event option on the contact form – those submissions will be received directly by Jerrold.

Action item – Diane to follow-up with the web team RE mechanism for communicating highlights of librarian achievements.

3. Diversity (C. Lee)

Corliss was unable to attend today. In an email, she wrote that she had asked UCSF and UCLA for librarians to profile. She will continue follow-up to increase the number of entries in the [“Meet Our Members”](#) section of the LAUC website.

4. Committee on Professional Governance (M. Yonezawa)

The group has all of its members and is scheduled to meet November 7th. Their charge will be revised upward to 12 ideas related to the 50th anniversary that their committee is writing on for the anniversary. These will be editorial pieces related to the bylaws. Authors to be identified.

Action item – Michael to send the list of the committee members to Jerrold.

5. Nominating Committee (D. Mizrachi)

Met yesterday. They clarified, with Dean's help, how Dana's move to a different campus affects recruitment of the Vice President. It was determined that, because Dana was elected while at Irvine, we can't recruit from Irvine however we may recruit from UCLA. Riverside will also be excluded as it is Carla's campus.

Dean noted that the bylaws did not anticipate this particular circumstance (Presidential location change during term of office). Concerns were raised initially due to the timing

of Dana's move; if he had changed campuses towards the end of his term, we would have taken the change in stride.

Diane noted that three of four elected officers are at UCLA now: President, Past-President and Secretary.

The nominating committee will begin its process by building interest in the position of Vice President.

F. LAUC Advisory to External Groups

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

The group's report was uploaded to Box on October 6th. Pretty quiet, not even e-mails.

Action item --- Before SLASIAC's November 30th meeting, Sue will send a reminder to the Executive Board for input.

2. [Shared Libraries Facilities Board/SLFB](#) (K. Ferry). – Tabled, not on the call.
3. [Shared Content Leadership Group/SCLG](#) (B. Imamoto) –

Dana shared his concern that SCLG's wish to redact its minutes before sharing them with LAUC will have negative consequences. Additionally, he noted that the time that it took to post public minutes after its meeting was long. This has three effects: it slows down communication, it reduces common understandings and information, and it limits potentially useful and timely input from LAUC members. SCLG notes or communication shared on individual campuses prior to redaction are a reflection of specific understandings by campus representatives on the systemwide call and have the effect of leaving librarians in different states of knowledge concerning system initiatives.

4. [UCOLASC \(University Committee on Library and Scholarly Communication\)](#) upcoming visit by DP (October 7, February 24, and May 17). Agendas are listed as "confidential".

Dana reported that he found the round-robin portion of the meeting to be extremely interesting. Faculty conveyed from their perspectives things that were important on their campuses. However, those comments did not always match what we have been talking about in our round-robins. Dana received encouragement from the UCOLASC chair to share LAUC's round-robin content with the chair.

G. Ongoing Business

1. Progress on Position Papers: Sent by Diane to Adam Siegel with our comments and due November 14, 2016 to Diane Mizrahi. Papers with the Executive Board's comments are uploaded to Box at https://app.box.com/files/0/f/11582857944/Position_Papers

No updates at this time.

H. New Business

1. Task forces – comments and questions

Dana sent the Executive Board an e-mail outlining three task forces (TF) related to the 50th anniversary: (1) managing the Assembly process, (2) handling documentation, and (3) an editorial board to ensure consistency. He requested input on this approach.

Feedback included:

- General support for three task forces.
- Suggestion to not request all three at once, as that would total 12-13 volunteers and could be seen as daunting.
- Consider a phased approach, requesting members for the most time-sensitive one first.
- Perhaps volunteers on the first task force would agree to also serve on one of the others, thus cutting down the number of overall volunteers needed.
- Build excitement by including links to particularly good PechaKucha examples.

Action item – Send Dana examples of particularly good PechaKuchas.

Action item – Dana to send the call for the first TF and include the PechaKucha examples.

I. Round-Robin of Divisions – These will go to [UCOLASC](#), if possible

- General library changes or plans for changes (change in strategic direction, factors pressing upon current or projected operations. Could include new buildings or space 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?
- 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

1. UCB –

- a. Jenny shared a link about the changes to Moffitt Undergrad Library, now the Moffitt Learning Commons. <http://news.berkeley.edu/2016/11/01/reimagined-and-revitalized-moffitt-library-opens-wednesday/> Flexible space with movable walls has been built, while retaining quite study spaces, too.
- b. Several recruitments are ongoing.
- c. The Law Library reference desk no longer offers reference shifts on weekends.

- d. Fall assembly is November 15th.
 - e. Committee on Appointment, Promotion, and Advancement (CAPA) recently held peer review workshop training session and will be holding a similar session for Review Initiators (RIs). There is a recent push for dossiers to focus on outcomes, the quality of work/service and not quantity of work/service. Candidates need to explain their roles vis-à-vis work products.
2. UCD – No report.
 3. UCD:
 - a. Recent general membership meeting to discuss the proposed change in the Delegation of Authority of Librarian reviews with the University Librarian. The Executive Board drafted a letter to the Vice Provost of Academic Affairs, Maureen Stanton, on November 1, 2016 focusing on areas of agreement and disagreement.
 - b. Waiting on new normative guidelines for librarian reviews. These are being developed by library administration and we have been told that LAUC-D will receive them in draft form after the first of the year for review and comment.
 - c. Amy Studer, has been named Interim Head of Blaisdell Medical Library.
 4. UCI –
 - a. Are changing local LAUC meetings to encourage more discussions.
 - b. Have launched monthly brown bag sessions entitled “Inspiring from Within”. These are opportunities to share professional accomplishments, etc. The first one was well-attended (approximately 20). Today the Programs Committee held a lunch presentation at the new eSports venue on campus.
 - c. Changes are afoot in the Collections department, including a name change to Collections Strategy Department. A Collections Strategist will be hired.
 5. UCLA –
 - a. Held local membership meeting on Monday and 80 attended. Part of the agenda was a discussion of a proposal to change the CALL vis-à-vis how “exceptional merit” is handled. Currently, the Review Initiator (RI) may select “exceptional merit” on the review paperwork. The suggestion is to remove that option from the RI and allow only the UL and CAPA to manage exceptional cases. The discussion was lively and no conclusion was reached.
 - b. Introduced 10 or 12 new librarians.
 - c. There is a re-organization underway that will bring together teaching, learning, and subject libraries under AUL Judy Consales. Two new positions will be posted soon, both of which are Directors in the librarian series – one for Powell/Arts/Music and one for Biomedical/Science and Engineering. A third Director, for Rosenfeld/Social Sciences /Humanities will be hired from within.
 - d. Also awaiting the culmination of the search for a new AUL for international studies and special collections.
 - e. Recent retirement of David Gilbert (Music). Recent passing of Valerie Bross (Cataloging and Metadata).

- f. Lux Lab, a maker space, has opened in Powell. It contains a 3D printer, etc.
- g. Cataloging and Metadata and Acquisitions have been in a temporary building for several years and they must now vacate the space for the new Geffen Academy.

6. UCM –

- a. At the next local meeting they will discuss the new liaison program.
- b. A number of CAPA reviews on the horizon. Elizabeth requested any training outlines or materials any campus would be willing to share with Merced.
- c. Dana - Use review files as your file name + campus name. Put on Box and then download at will.

ACTION ITEM: Share training program materials via Box using the naming convention of review files + campus name.

7. UCR –

- a. New business librarian started today.
- b. Have begun holding monthly membership meetings. Will spend more time talking about professional issues, rather than be solely a business meeting.
- c. In Science Library, small group has been working with campus Office of Research and Economic Development + faculty / staff in engineering on a Creator Lab (type of maker space). Are working with College of Engineering to support campus entrepreneurship overall.

8. UCSB – No report.

9. UCSC –

- a. Local executive board working on a proposal to adjust expectations and duties of executive board and local committee members. We're currently down to 17 librarians and need to be as efficient and strategic as possible. Next two membership meetings will focus on CAPA report from last year and workshop for this year's review cycle.
- b. About 7 librarians and library staff members are actively working through the certificate program for the campus Diversity and Inclusion Program for Staff and Faculty, which requires attendance at 9 different workshops and lectures on topics such as LGBT Issues in the Workplace & Beyond, Communicating Across Generations and Developing Diversity Change Agents.
- c. Within the library, we're in the middle of two librarian recruitments, Head of Research Support Services and Project Archivist with at least two more librarian recruitments planned within the next few months. On campus, the University Librarian is actively involved in recruitments for the Executive Vice Chancellor, Chief Campus Counsel, and CIO/Vice Chancellor for IT.
- d. The Library management team has completed the [strategic plan](#) for the year. The structure and goals align the library with campus strategic goals. Next steps

include library departments planning projects to accomplish those goals.

10. UCSD –

- a. Recent membership meeting vote on changes to Academic Review Procedures Manual (ARPM): revisions to bring ARPM in line with APM (Academic Personnel Manual), change to Ad hoc procedure
- b. CAPA Academic Review trainings; based on LAUC call, ask UL to attend training to discuss expectations for reviewers
- c. R&PD webinar and presentation on visual literacy
- d. Diversity working on public website, new training on “Moving Toward Multicultural Competence” offered through UC Learning Center; Fall Food Drive, annual holiday cookie event

11. UCSF –

- a. Recruiting for an education librarian and hired an assessment librarian.
- b. Archival positions are being transitioned back into the librarian series.
- c. New consultation space is being prepared. They’re seeing an increase in consultations for complex search strategies, particularly with systematic reviews. Have even started a systematic review course.
- d. Maker Lab is very popular. Have a student volunteering to staff it on Saturdays.

J. Adjournment

Meeting adjourned at 2:37pm.

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