

**Executive Board Meeting  
Thursday September 6th, 1-3pm**

**Minutes**

**Attendees:** Roger Smith, UCSD (President); Carla Arbagey, UCR (Past President); Heather Smedberg, UCSD (President Elect) – joined call late; Jane Rosario, UCB (Chair); Dean Rowan, UCB (Parliamentarian); Melissa Browne, UCD (Secretary), Lisa Spagnolo, UCD (Acting Chair); Xiaoli Li, UCD (Chair, Diversity Committee) – joined call late; Danielle A Kane, UCI (for John Sisson); Becky Marschall, UCLA (Chair); Joe Ameen, UCM (for Lindsay Davis); Rachel Jaffe UCSC (Chair); Adele Barsh, UCSD (Chair); Charles Macquarie, UCSF (Chair); Kent LaCombe, UCR (Chair); Ryan Johnson, UCSD (webmaster); Mitchell Brown, UCI (Outgoing Chair, CPG); Jennifer Chan, UCLA (SLASIAC rep); Dave Schmitt, UCSD (SLFB rep)

**Absent:** John Sisson (UCI) Chair; Lindsay Davis, UCM (Chair); Tom Brittnacher, UCSB (Chair); Courtney Hoffer, UCLA (webmaster); Josh Hutchison, UCI (DOC rep)

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**1:01 PM, call to order via Zoom**

1. Roll Call, (M. Browne)

The Secretary conducted roll call.

2. Approval of Minutes: Transition Meeting

The [minutes](#) from the August 30<sup>th</sup> meeting are available in Box. The Executive Board will vote to approve these, as well as the minutes from today's call, at the October Executive Board Meeting.

**Action:** Read through drafts of the meeting minutes from August 30<sup>th</sup> and September 6<sup>th</sup> prior to the October Executive Board Meeting. (All)

a. Questions on reimbursements?

There were no questions.

3. Updates / LAUC Reports

a. Shared Library Facilities Board (SLFB)

D. Schmitt reported that SLFB did not meet last month, but there are a couple of updates. There are large numbers of items being taken in by the RLFs - NRLF is processing UCD's exceptional deposit, SRLF is processing UCSB's exceptional deposit and UCI is in the process of preparing a request for another exceptional deposit. The California state budget signed earlier this summer includes funding for NRLF 4 and plans are moving forward. SLFB will meet later in September.

- b. Direction and Oversight Committee (DOC)  
J. Hutchison was not present to report.
  - c. Systemwide Library and Scholarly Information Advisory Committee (SLASIAC)  
J. Chan reported that meeting dates have been set for this academic year: November 6<sup>th</sup>, February 12<sup>th</sup> and May 21<sup>st</sup> (these dates are subject to change). The agenda for the fall meeting is forthcoming and she will update the Executive Board when it is available.
  - d. Webmaster  
R. Johnson reported there was a brief service outage yesterday that has been resolved.
  - e. Standing Committees
    - i. R&PD  
H. Smedberg was not present to report. R. Smith will post the 2017-2018 committee report to Box. H. Smedberg and R. Smith are continuing to work on an online web form. The call for applications has been sent to LAUC members.
    - ii. Diversity  
X. Li is the incoming chair.  
**Action:** Check the chair rotation schedule and issue formal charges for the Standing Committees: R&PD, Diversity and CPG. [See also New Business: Item 10] (R. Smith)
    - iii. CPG – Mitchell Brown  
M. Brown has uploaded the 2017-2018 committee report to Box. The last outstanding issue is to follow through with the working group assigned to revise Position Paper #5. The CPG completed one review of bylaws revisions from UCSB.
4. Housekeeping / Old Business
- a. Confirmation of Meeting Schedule  
The schedule will rotate between afternoons and mornings on the 1<sup>st</sup> Thursday of each month:  
Mornings (time TBD): October, December, February, April, June, August  
Afternoons (1-3pm): September, November, January, March, May, July  
**Action:** Reschedule the October 4<sup>th</sup> meeting. (R. Smith)
  - b. Listserv  
R. Smith has begun updating LAUCEXBD-L.  
**Action:** Contact R. Smith if someone is missing from LAUCEXBD-L or if you should no longer be receiving listserv messages. (All)

- c. Website Updates, Committee Profiles <https://lauc.ucop.edu/committees/executive-board>  
Last year, C. Arbagey coordinated profiles with brief member details/photos on the [Executive Board page](#). R. Smith would like to continue using profiles if the Board is amenable.

**Action:** Request member details/photos and work with the LAUC webmasters to create profiles on the Executive Board page (R. Smith, M. Browne, C. Hoffer, R. Johnson)

- d. Welcome Letter to New ULs  
C. Arbagey is putting the finishing touches on the welcome letter and it is almost ready to send.
- e. 2017-2018 Reports  
All reports are accounted for or forthcoming.

### **New Business (largely continued from Transition Meeting)**

1. September CoUL (Council of University Librarians) Meeting  
R. Smith and H. Smedberg will participate in the meeting via Zoom for 30 minutes on Thursday September 20<sup>th</sup>. R. Smith will proceed to develop an agenda based on the discussion at the Transition Meeting on August 30<sup>th</sup> and the meeting today. The goal is to identify actionable items.
2. UCLA Archivists and a Possible Statement from LAUC  
The public statement from the UCLA archivists might provide a good starting point for a written statement from LAUC. R. Smith will discuss the issues further with Laurel McPhee. R. Smith and H. Smedberg will also raise this topic at the CoUL meeting on September 20<sup>th</sup>.  
**Action:** Draft a written statement in support of long-term librarian hires and the ability of librarians to work as professionals. (R. Smith, C. Macquarie, H. Smedberg)
3. Librarian's Ability to Serve as PIs for Research / Academic Freedom  
This issue was discussed at last week's Transition Meeting. To proceed with a statement and action items, needs include defining what academic freedom means for librarians and forming an adjudicating body to resolve disputes.

#### Discussion Points:

- According to University definitions, faculty are a professional group, and as a professional group, they have a Code of Conduct. CPG could be tasked with defining a Code of Conduct for librarians. The professional group also defines Standards – as librarians we already have those through ALA and ACRL, as well as through LAUC.
- University documentation is framed in the context of the professional group representing the University. Work falls in line with professional standards; academic freedom is asserted as part of the profession and the University provides an umbrella to support this.

- LAUC can show that librarians already exhibit the Standards that faculty follow. The role for CPG could be to draft a Code of Conduct. Position Paper #5 defines the role of professionalism and could serve as supporting documentation.
- Academic freedom should extend beyond students and Instructors of Record. The University may have asserted a definition that does not exist in the written documentation.
- It is not clear if librarians need a Code of Conduct to proceed. In University documentation, faculty are the arbitrators of their Code of Conduct.
- Any action from LAUC should acknowledge the breadth of the work that librarians do – we engage in wide range of academic endeavors and a focus on teaching is too narrow.

4. Position Paper #5 Review - Next Steps  
There is a continuing role for the CPG.

5. Website Usability Task Force  
This was briefly discussed at the Transition Meeting.

**Action:** Check in with the Task Force for an update on their progress (R. Smith)

6. Barriers to Engagement with LAUC positions, Campus and Statewide

a. How to Gather Data

It was challenging to fill LAUC statewide and division positions. Are there ideas to explore the reasons for this in a more informed way?

Discussion Points:

- Not all campuses are the same size, so there are different processes at different campuses.
- Conversations at the campus level could be effective. UCD held a meeting earlier this summer to discuss vacant chair and vice-chair positions. It was an opportunity to talk about expectations, values and emotional labor. The outcome is that the chair role for this year will rotate among the committee chairs. This could provide a framework for drafting a formal request to division chairs.
- A larger statewide survey could be an effective way to gather feedback, but there are concerns about survey fatigue.
- Trends vary among campuses – some are not having problems recruiting committee members.
- At some campus libraries, program directors or supervisors may not be LAUC members, so they may be unfamiliar with LAUC's value and purpose.
- Another consideration is how to engage ULs and administrators and ensure they recognize the value of LAUC.

**Action:** Draft charge to division chairs: explore perceptions of value and barriers to participation in LAUC. Share with Executive Board members for feedback, then distribute to division chairs as a charge with a specified timeline. (R. Smith)

b. Early Brainstorming on Corrective Measures

7. Spring Assembly at Riverside Planning

A possible general theme is LAUC Supporting the Profession. Consider replacing “support” with a term such as “impact” to help promote the work that librarians do to external stakeholders.

**Action:** Contact UCR about possible dates (note holidays and UL availability). Send Doodle poll to the Executive Board to determine the best date. (R. Smith)

8. LAUC Social Media Coordinator

**Action:** Send a call for volunteers to serve. (R. Smith)

9. Statewide Committee Appointments (please send me your nominees)

- a. SCLG – Shared Content Leadership Group

**Action:** Send Roger nominees. (All)

10. Statewide Committee Charges (draft to be completed by early September for Oct 1 charge)

- a. R&PD: Review if the new grant guidelines and PDF forms are working well  
b. Diversity: Continue to develop list of diversity resources  
c. CPG: Oversee revision of Position Paper #5

11. Campus Round Robin

UCB: LAUC will continue to focus on social justice issues and academic libraries. There will be events around campus as well as the October 2019 LAUC Conference (open to all UCs) on this theme. UCB is also in the process of appointing a new vice-chair.

UCSF: Issues include working with HR to address late approvals of academic reviews, challenges with recruiting Executive Board members, and members involved in systemwide research studies being hindered by different interpretations of PI status across campuses. Due to a reorganization, one LAUC member will be lost to an Administrative position.

UCSD: The UL and librarians will participate in a Library Service Recognition event (Sept 13<sup>th</sup>). P. Rolla, past chair, has left UCSD for another position. The Mentoring Committee will host a Shadow Day event in the spring. UCSD is hosting a librarian from France through December.

UCR: Goals include improving overall participation and ensuring there is a quorum at meetings, and bridging internal challenges. The Diversity Committee will have funding to be more active.

UCD: Without an elected chair, continuity and infrastructure are themes for the year. Goals include making sure committees are full and working, keeping newer librarians engaged, and focusing on mentoring. Advice for incoming chairs: consult with your Executive Boards as much as possible for support and a variety of perspectives. Take your time to understand issues and options before taking action in challenging situations.

UCM: The focus will be on campus climate and representation issues. Communication issues have come up because there is an interim provost and vice-provost on campus. The library is in its second year

with a liaison program. The campus has decided to form departments, so efforts will focus on figuring out how to support them.

UCLA: Priorities include looking at LAUC membership and how people participate, and tweaking the mentoring program - many people were not pleased with how they were matched. Orientation for new employees has also been assigned to the Mentoring Committee because Library Administration has not done it. LAUC has hosted informal meet and greets over the past year but sessions on a quarterly basis to go over topics like peer review would be helpful. Due to an open position in HR, there may be challenges with processing reviews this year.

UCSC: LAUC is still considering a theme, but one idea is to explore librarians' role as academics. Work is in progress to assemble a bibliography of member research activities to share with administrators.

UCI: LAUC is still considering a theme. An ad hoc group highlighting librarian achievement is in the process of providing a report. UCI also held its awards ceremony for service - the award went to Linda Murphy. Advice for incoming chairs: organization is important to keep agendas and action items in order.

**Motion to adjourn. Seconded. Adjournment 2:35pm.**