LAUC Executive Board Meeting
Thursday August 1, 10:00am-12:00pm

Attendees: Roger Smith, UCSD (President); Carla Arbagey, UCR (Past President); Heather Smedberg, UCSD (President Elect); Jane Rosario, UCB (Chair); Melissa Browne, UCD (Secretary), Lisa Spagnolo, UCD (Acting Chair); Xiaoli Li, UCD (Diversity); John Sisson, UCI (Chair), Annette Buckley, UCI (Vice-Chair), Josh Hutchinson, UCI (DOC); Becky Marschall, UCLA (Chair); Jennifer Chan, UCLA (SLASIAC rep); Joe Ameen, UCM (Chair); Kyra Folk-Farber, UCSB (Vice-Chair); Rachel Jaffe, UCSC (Chair); Adele Barsh, UCSD (Chair), Dave Schmitt, UCSD (SLFB), Sam Dunlap, UCSD (CPG) Ryan Johnson, UCSD (webmaster)

Absent: Kent Lacombe, Charles Macquarie, Tom Brittnacher, Dean Rowan, Becky Imamoto, Courtney Hoffner

Minutes

10:01 am, call to order via Zoom
1. Roll Call, (M. Browne)
   The secretary conducted roll call.

2. Approval of Minutes
   The minutes from the July call were approved.

3. Updates / LAUC Reports
   a. Nominating (C. Arbagey)
      No updates to report. Thank you Carla, for all of your LAUC service!

   b. DOC (J. Hutchinson)
      i. One of DOC's priorities for the coming year is to improve our outward communication. Hopefully DOC members have started to be better at reporting to leadership council (or campus equivalent) or all-staff meetings/newsletters. I'd be interested to hear from those who have (or haven't!) noticed a difference. Also, DOC minutes are being approved and going online much faster now: https://libraries.universityofcalifornia.edu/doc/meetings (also note that in these minutes is a section on documents updated to the UC Libraries website). The following items were posted this week:
         - Shared Fedora Development Working Group – Memo from DOC outlining response to recommendations posted. See: https://libraries.universityofcalifornia.edu/doc/projects-and-groups
         - UC Linked Data Project – Memo from DOC outlining response to recommendations posted. See: https://libraries.universityofcalifornia.edu/doc/uc_linked_data_project/documents

- ▪ Digital Preservation Strategy Working Group Phase One Report – posted to UC Libraries website. See: https://libraries.universityofcalifornia.edu/doc/projects-and-groups
- ▪ UC Libraries Collaborative Reference Project Team Charge (July 12, 2019) https://libraries.universityofcalifornia.edu/doc/projects-and-groups

ii. Relatedly, DOC has had discussions about communication from the SILS group—is it enough? Is it going to the right people? Again, I'd be interested to hear thoughts on what is working and what isn't.

iii. A UC Libraries Collaborative Reference Team has been charged, with the goal of investigating and making recommendations about the appropriate model for collaborative reference services.

c. SLASIAC (J. Chan)
SLASIAC has not met since the last LAUC Executive Board meeting. Two related items have come through, confirmation that Elsevier has cut off access to the UCs and a response letter from SLASIAC expressing support for the negotiations (a copy will be placed in Box).

d. SCLG (B. Imamoto – not present to report)

e. Webmaster (R. Johnson)
The webmasters have been finishing up a variety of tasks. There will be discussions surrounding transition planning.

f. UCOLASC (R. Smith)
UCOLASC has not met since the last LAUC Executive Board meeting. The focus of recent discussions has been the Elsevier negotiations and ongoing licensing work at CDL.

g. SLFB (D. Schmitt)
NRLF 4 construction is underway, the foundation is being laid. Also, the RLFs moving forward will be JACS contributors. That means that they may act as any other campus and contribute journal volumes to JACS as they complete and consolidate journal runs. This will include de-duplication, with the goal of maximizing space in the RLFs. The last copy persistence policy will still hold. The RLFs will also be acquiring an Inventory Management System (IMS) to help streamline operations.

h. Standing Committees
i. R&PD (H. Smedberg)
- ▪ Thanks to the webmasters for their help updating the Grant Recipients Table. Available End of Funding (EOF) reports are linked as well.

- H. Smedberg submitted a report about grants for the year to Vice Provost Susan Carlson at UCOP to comply with their June 15th deadline. A more detailed version will be shared with LAUC.
- Rachel Green developed a statewide form for grant submissions. A draft will be sent to the Executive Board for approval prior to the launch of the next grants process.

ii. Diversity (X. Li)
- R. Smith sent out a call to vote on the name change for the Diversity Committee, to the Committee on Diversity, Equity and Inclusion.
Question: Is a quorum needed for approval?
Answer: Ask Dean Rowan for guidance.

  Action: Send the vote to your membership (All Division Chairs)

- A subcommittee is analyzing the Diversity Survey results. 260+ responses were received, fewer than the last survey conducted in 2013. A final report will be submitted to the Executive Board, likely in September.

- The chair rotation falls to UCSB for 2019-2020. The incoming UCSB division chair can share details about the individual who will serve as the incoming Diversity chair.

- The Committee reviewed the Meet Our Members section of the website. Of the 20 members listed, 8 no longer work for UC. These details will be incorporated into the Committee's final report and may provide opportunities for LAUC to weigh in on attrition and retention issues.

iii. CPG (S. Dunlap)
- UCLA will chair the CPG next year; the incoming division chair can share more details.

- Two additional revisions to the section *We Support the University's Mission* in Position Paper #5 were proposed:

  1. Add "partner with and" to the last sentence in the first paragraph, so the sentence reads, "We also partner with and support the work of other academics in fulfilling the University's mission." **Motion to revise. Seconded. Unanimously approved.**

  2. Replace "welfare" in the last sentence with "long-term societal benefits" (taken directly from the Mission), so the sentence reads, "By constructing and curating the library's unique, diverse, and specialized collections, UC librarians disseminate them to UC researchers and their public and industry partners, who promote the long-term societal benefits of California and the nation." **Motion to revise. Seconded. Unanimously approved.**

  The Executive Board voted to approve Position Paper #5. Motion to accept. Seconded. Unanimously approved.

Thanks to D. Rowan for all of his guidance through this process! Thanks also to the members of the CPG.

Action: Send a final copy of the approved Position Paper #5 to R. Smith (CPG)

Action: Report the approval of Position Paper #5 to the membership within 30 days (R. Smith)

4. Housekeeping / Old Business
    a. Transition Planning (R. Smith and H. Smedberg)
       Administrative details, including Box and listserv access and account transfers are in process. There should be a smooth transition for statewide financial details. R. Smith will continue to oversee the transition for the CPG and Diversity chair positions and Marty Brennan will chair R&PD. R. Smith will be sending out a formal request for year-end reports from the outgoing committee chairs.

    b. Update on Working Group on Academic Freedom (R. Smith)
       The group held a full-day meeting at UCOP on July 25th to review feedback from the open review period on APM-011. The revised draft will be sent to the Provost and the UC President. It may go directly into effect after that.

    c. Rotation Schedule for CPG and Diversity (R. Smith)

       Action: Review existing schedule documents to determine the official chair rotation (R. Smith)

5. Continuing Business
    a. Update on Information Gathering – Campus Review Procedures/Change Procedures (A. Barsh)
       See the compiled responses in Box, which detail documentation on the academic review process (in addition to the APM) on each campus. Nearly all have added their own calendars, checklists, procedures documents and training materials. Changes are typically spearheaded by the local campus review committee, with input from library administration, HR and LAUC members. Voting on changes is not consistent – some campuses do and others don't. Best practices including review committee debriefs with the UL/library HR and empowering the review committee to make simple changes to the documentation and announce the changes to the membership, to streamline the process. Many campuses also include online links to documents, but access is typically restricted. There is a wide range in what campuses do and it would not be easy to systematize review processes across campuses.

       Action: Email A. Barsh with additional input by August 19th (All Division Chairs)

    b. Barriers to Engagement with LAUC: Follow Up
       Table Version of Recommendations (Original Discussions on Key Recommendations)
       H. Smedberg and R. Smith have been going through the recommendations. Many are Communications related. An ad hoc or pilot group will be formed to focus on these issues. Two

social media coordinators have already been appointed and they will work closely with the webmaster(s). Existing committees or additional ad hoc committees may be charged with investigating recommendations in other categories. This is a live document and discussion is ongoing, so continue to add your comments and suggestions.

The LAUC Transition Meeting will be Sept. 4th. Please confirm the date with incoming chairs/vice-chairs and let H. Smedberg know if the listserv emails were not received. Outgoing board members can participate via Zoom; LAUC presidential travel funds are tagged for incoming members only. If statewide committee representatives are available, it would be useful for them to participate.

c. Campus Round Robin

UCB: Shared via email. Recruitments began for Resource Acquisitions Librarian, Digital Archivist (in Librarian series) and Political Science and Public Policy Librarian.

LAUC-B got one social justice metadata project started: for all records containing the LCSH terms "Aliens," "Illegal aliens," etc., we are adding local subject headings. For example:
Aliens → Noncitizens
Illegal aliens → Undocumented immigrants
Illegal alien children → Undocumented immigrant children
Alien detention centers → Immigrant detention centers
Children of illegal aliens → Children of undocumented immigrants
Women illegal aliens → Women undocumented immigrants
Illegal aliens in literature → Undocumented immigrants in literature

UCD: Good news on the leadership front – LAUC-D had a summer recruitment for candidates for chair and vice-chair, not having secured candidates during the usual election cycle. There is a candidate for Chair, and still working on Vice-chair. A special election will be held in August in time for transition. A committee vice-chair position is being filled as a result of a vacancy.

A relatively quiet summer. CAPA has been working on appointments - in our Law Library as well as Main Library. Some announcements from recruitments have come out, and those names will be provided next meeting. The Program Committee has been putting together some summer events on the calendar for informal networking (a field trip and a lunch).

UCI: Searches are ongoing for a Math, Physics and Astronomy Librarian and a Head of Digital Scholarship Services Librarian. There may be new positions as well. The library is working on an internal structural redesign that is connected to the campus Four Pillars initiative. Librarians are working on the charges for their home departments. Annette Buckley is the incoming LAUC-I chair.

UCLA: A new Assistant Director of Academic Human Resources, who manages the review process for librarian positions, will start in September. LAUC-LA is hoping to work with the new Director to look at procedural issues related to how searches are conducted, with the goal of

streamlining the process. There are numerous recruitments in process. Caroline Miller is the incoming LAUC-LA chair.

UCM: Lindsay's last day at the library is tomorrow. The recruitment for her position will be starting soon.

UCR: Not present to report.

UCSB: The library is going through a reorganization, but changes have not been implemented yet. Subject librarian position descriptions have been updated and there are a number of new positions, including Data Curators and Directors. LAUC-SB is considering their role in the reorganization.

UCSC: The library reorganized earlier in the year. An ad hoc committee charged by the LAUC-SC Executive Board drafted a letter to the UL to discuss how LAUC-SC could better engage with the process. Recruitments for a second Digital Scholarship Librarian and an HR Manager are ongoing.

UCSD: The local R&PD hosted an event yesterday where campus IRB provided an introduction and overview of procedures. There was a lot of interest. As a result of changes to the library's administrative reporting structure, the LAUC-SD chair has begun to participate on the Library Leadership Council. This is an excellent opportunity to provide input. The Social Sciences Librarian recruitment is at the selection and appointment stage.

UCSF: Not present to report.

11:21 am Adjournment