

**Executive Board Transition Meeting**

**Thursday August 30<sup>th</sup>, 10am-3pm**

UC San Diego Biomedical Library Building Events Room

**Minutes**

**Attendees (in person):** Roger Smith, UCSD (President), Jane Rosario, UCB (Chair), Melissa Browne, UCD (Secretary), Xiaoli Li, UCD (Chair, Diversity Committee) Heather Smedberg, UCSD (President Elect), Charles Macquarie, UCSF (Chair), Adele Barsch, UCSD (Chair), Kent LaCombe, UCR (Chair), Ryan Johnson, UCR, (Webmaster, afternoon only)

**Attendees (Via Zoom):** Carla Arbagey, UCR (Past President), Deanna Johnson, UCD (Chair), Lisa Spagnolo, UCD, Lindsay Davis, Merced (Chair), Brian Quigley, UCB (joined call late), Emily Lin, UCM (morning only), Danielle A Kane, UCI, Monica Singh, UCB (Outgoing Secretary – morning only), Tom Brittnacher, UCSB (Chair), Leahkim Gannet, UCSB (morning only), Jill Barr-Walker, UCSF (joined call late), Alan Carr, UCLA, Becky Marschall, UCLA (Chair), Rachel Jaffe UCSC, Alix Norton UCSC

**Absent:** John Sisson, UCI (Chair), Peter Rolla, UCSD, Dean Rowan, UCB (Parliamentarian)

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**Call to order:** 10:03am

**Old Business & Wrap-Up from Last Year**

1. Call to Order, Welcome, Introductions, Announcements (C. Arbagey)  
The 2017-2018 Secretary, M. Singh, conducted roll call. All participants introduced themselves.  
There were no announcements.
2. Secretary's Report (M. Singh)
  - a. Approval of minutes  
The minutes were approved.
  - b. 2017-2018 Executive Board Roster (M. Singh, M. Browne)  
The current roster is posted in Box.  
**Action:** Contact all LAUC Division chairs to update. (M. Browne)
  - c. Election calendar, consult on annual election date (M. Singh)  
The 2018-2019 LAUC-Systemwide Election Calendar was approved. After the Nominating Committee is appointed next month, division chairs can distribute details about the elections to their members.
  - d. Census of LAUC membership (M. Singh)  
**Action:** Contact all LAUC Division chairs to request campus census counts. (M. Browne)

Note: Use the first business day of the month as the effective date for the headcount (Tuesday, September 4<sup>th</sup> 2018).

3. Committee on Research & Professional Development (R. Smith)

The year-end report is close to finalized. Librarians from the bargaining unit were awarded over \$23,000 (\$24,300 available). Approximately \$1700 was awarded to non-represented librarians and \$6400 went unused. The highest number of travel awards was distributed in the spring. Research grants are generally not for retroactive expenditures or works already in progress. The call for 2018-19 proposals is forthcoming.

**Action:** Develop promotion materials to assist folks applying for grants. Finalize a web form for submissions. (R. Smith and H. Smedberg).

4. Reports from Committee Representatives

Diversity Committee: Activities included recruiting 7 members to contribute *Meet Our Members* profiles for the LAUC website and adding case studies to the LAUC Diversity Activities and Resources page. The Committee also considered changing their name to Diversity, Equity and Inclusion – this discussion will be continued this year. The Committee worked with the LAUC President to award scholarships to attend the Joint Conference for Librarians of Color.

Committee on Professional Governance: Report will be posted in Box.

Nominating Committee: Report will be posted in Box.

5. President's Report (C. Arbagey)

The theme for 2017-2018 was LAUC for the Next 50 Years. Key activities:

- Established the LAUC Connect program. The call for participation was issued earlier this summer. Next steps include matching participants and assessing the program.
- Appointed task forces to review Position Paper #5 and LAUC Website Usability
- Coordinated the Spring Assembly on March 23<sup>rd</sup> 2018, the 150<sup>th</sup> anniversary of the UC Charter.
- Advocated for the importance of libraries and librarians at meetings of the UC Regents and the Select Committee for the Master Plan for Education.
- Leveraged presidential funds to enable UCSF librarians to visit the UCSC Libraries and purchasing promotional items to raise LAUC's visibility

Thank you Carla, for a very productive year!

6. Transfer of LAUC Presidency from Carla Arbagey to Roger Smith

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Attendees broke but agreed that the meeting would remain in session. The meeting resumed at 1:33pm. The 2018-2019 Secretary, M. Browne, conducted roll call.

**New Business**

1. New Division Chairs Orientation and procedures

- a. Basics: Parliamentary Procedure, Travel Procedures, Zoom  
D. Rowan will continue as LAUC Parliamentarian.

Refer to the LAUC website for travel reimbursement guidelines.

Meetings will be held via Zoom.

The incoming LAUC webmasters are Courtney Hoffer (UCLA) and Ryan Johnson (UCR). Three cheers to Jerrold Shiroma for his work last year!

b. Communication

- i. BOX for working documents
- ii. Executive Board email list

c. Conference Calls

Executive Board meetings will be held the 1<sup>st</sup> Thursday of each month via Zoom. Roger will issue agendas and the meetings will be recorded. Times will rotate between afternoons (1-3pm) and mornings (TBD). The first meeting is **Thursday, September 6<sup>th</sup> from 1-3pm.**

2. Issues / Ongoing Work / New Work

a. September CoUL (Council of University Librarians) Meeting

The LAUC President, R. Smith and President Elect, H. Smedberg will participate in the meeting via Zoom. The focus will be on specific, actionable issues.

b. UCLA Archivists and a Possible Statement from LAUC

There is concern over the frequent use of short-term hires and its impact on the profession.

Discussion Points:

- Much of the work UCLA archivists are responsible for is not project-based – it involves essential, day-to-day operations. It is unfair to those in temporary positions and detrimental to the collections themselves.
- If the use of short-term, temporary hires extends beyond archivists and a single campus, it falls within LAUC's responsibility to advocate for the profession.
- Consider how LAUC's approach to this situation might distinguish it from the Union's.
- There is a connection between this topic and Position Paper #5.

c. Librarian's Ability to Serve as PIs for Research

There is a connection between academic freedom and PI status. Different campuses interpret and implement the current policy differently.

Discussion Points:

- Lack of PI status makes the imperative to do research seem hollow.
- A possible role for LAUC could be to define the criteria for academic freedom, and create and maintain an adjudicating body. If leveraging LAUC's existing structure is desirable, the Committee on Professional Governance (CPG) could take on the work. Their current charge is to handle revisions to the Bylaws and Position Papers, so this would need to be expanded.
- Protecting the principles and integrity of the profession falls within LAUC's responsibility.
- The issue of Academic Freedom extends beyond LAUC; we need support from the UC faculty and Administration.
- There is strong interest in continuing the discussion on this issue. Please share additional thoughts with R. Smith and H. Smedberg.

d. Position Paper #5 Review - Next Steps

A Task Force has been charged. The Executive Board will request a status report to determine if there are additional resource needs to help the Task Force with its work.

e. Website Usability Task Force

The Task Force is analyzing the results from the survey it distributed to LAUC members over the summer. A report will follow.

f. Barriers to Engagement with LAUC Exec Positions, Campus and Statewide

i. How to Gather Data on Barriers

It was a difficult year to recruit for Executive Board positions and campus chairs. This is an opportunity to collect information in order to better understand members' reluctance to become involved and identify actionable items.

ii. Early Brainstorming on Corrective Measures

Barriers could include lack of recognition, lack of engagement, service fatigue, lack of familiarity with LAUCs role and heavy workload. It may be necessary to segment our outreach efforts to different member communities, e.g. new librarians, senior-level librarians. It could also be worthwhile to highlight the monetary support LAUC can provide. Some campuses use set rotations for division chairships as an alternative to holding elections.

g. Spring Assembly at Riverside Planning

The emerging theme is the Value of LAUC. Preparations will begin next month and a date will be selected soon.

h. LAUC Social Media Coordinator needed?

Tabled for a future meeting.

i. Statewide Committee appointments

i. SCLG – Shared Content Leadership Group

ii. SLFB – Shared Library Facilities Board

**Action:** Send an announcement to LAUC members to solicit names and expressions of interest for Statewide Committee appointments (R. Smith)

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

i. R&PD: Review if the new grant guidelines and PDF forms are working well

ii. Diversity: Continue to develop list of diversity resources

iii. CPG: oversee revision of Position Paper #5

Committee memberships will be finalized during September.

k. Campus Round Robin

This will be included on the agenda for the Executive Board meeting on Sept. 6<sup>th</sup>.