



TO: Sarah Buck Kachaluba, Chair, LAUC Committee on Professional Governance
FROM: Mary-Michelle Moore, LAUC President
DATE: October 13, 2022
RE: 2022-2023 Charge, LAUC Committee on Professional Governance

Dear Sarah,

I am pleased to appoint you 2022-2023 Chair of the LAUC Committee on Professional Governance (CPG) for a term commencing October 1, 2022 and ending September 30, 2023.

Administrative Structure

Please note that LAUC Committees fall under LAUC Executive Board purview. The LAUC President sets overall priorities for committee work by means of the committee's charge. The primary duty of each LAUC committee is to fulfill the charge given to it by the LAUC President. Once a committee's charge has been fulfilled, the committee may address other issues, with the approval of the LAUC President.

Committee Background and Significance

For LAUC, the term "professional governance" primarily relates to issues regarding peer review and the status of librarians at the University of California. LAUC represents all UC librarians, both managers and non-managers. Committee members have the significant responsibility to represent the views and needs of the entire membership.

General Charge

For 2022-2023, the Committee is charged with fulfilling its standing charge under Article VIII, Section 1(f)(1):

1. Advise the President and the Executive Board on issues that affect librarians, peer review, and other professional governance issues.
2. Serve as a review body for Divisions who may request evaluation of local peer review procedures.

3. Serve as a Bylaws review committee for proposed changes to the LAUC Bylaws and Standing Rules. Be available to review the Divisions' Bylaws for consistency with the LAUC Bylaws and Standing Rules, and to consult with Divisions on request.
4. Address other subjects at the request of the President and consider and develop recommendations on matters of librarian professional governance.

Specific Charges for 2022-2023

1. Review the LAUC Bylaws, APM, and other relevant documentation to create a guide for UC Librarians to the governance organization of the University of California Libraries. This may include acronyms and abbreviations, other relevant vocabulary and information, and an index to aid in locating sections of guiding documentation (such as the Bylaws and APM) on common themes related to LAUC's charges and work.

Timeline

As Chair of a standing committee, you are expected to attend the Board's monthly conference calls. If there is a conflict, please let me know in advance, and please arrange for your committee's Vice Chair to attend in your place.

The LAUC Executive Board welcomes recommendations on the special charges as the Committee completes that work throughout the year. An update on the committees' progress toward the special charges should be reported to the LAUC membership at the Spring Assembly as part of the Committee's required mid-year report. The Committee will also need to submit a final committee report to the President by September 1, 2023.

Reports should be submitted using the following format:

Reporting Guidelines

SUBJECT LINE: [Committee Name] Report

BODY OF MESSAGE:

TO: LAUC President

FROM: [Committee Name]

RE: [year (e.g., 2022-2023)]Report Name (e.g., Final Report)]

Committee Charge:

Summary of Action Items:

Body of Report with Discussion and Recommendations [formatted as motions, in keeping with

Sturgis]

Names of Committee Members

Attachments (if any)

Committee Work and Meetings

Committee business should be conducted via email or other technologies, such as conference call(s) or chat. The LAUC Box account should be used for saving Committee reports and working documents.

Committee Expenses

The current LAUC Travel and Reimbursement Policy and Procedures document is linked from the LAUC website. Different Divisions may handle transactions differently and Committee members should check with their local accounting officers to find out how their Division handles charges to the LAUC account.

Thank you for your service to the LAUC membership. We all very much appreciate your efforts on our behalf. Please feel free to contact me if you have questions or concerns about the Charge.

Committee on Professional Governance (CPG) Roster, 2022-2023

Chair

Sarah Kachaluba-Buck, sbuckkachaluba@ucsd.edu

Vice Chair / Chair-elect

TBD

Representatives

Berkeley	Jim Church (1st year, 2022-24)	jchurch@library.berkeley.edu
Davis	Matt Conner (1st year, 2022-24)	mconner@ucdavis.edu
Irvine	Melissa Beuoy (1st year, 2022-24)	mbeuoy@uci.edu
Los Angeles	Kevin Balster (1st year, 2022-24)	kblaster@library.ucla.edu
Merced	No representative 2022-23	

Riverside	Michele Potter (2nd year, 2021- 23)	michele.potter@ucr.edu
San Diego	Sarah Buck Kachaluba (1st year, 2021-23) (Chair)	sbuckkachaluba@ucsd.edu
San Francisco	Leia Casey (1st year, 2022-23)	leia.cassey@ucsf.edu
Santa Barbara	Yao Chen (2nd year, 2021-2023)	ychen2020@ucsb.edu
Santa Cruz	Jessica Pigza (1st year, 2021-2023)	jpigza@ucsc.edu