



April 26, 2016

LAUC Position Papers Rewrite Task Force
Librarians Association of the University of California

TO: Adam Siegel, Chair, LAUC Position Papers Task Force
FR: Diane Mizrachi, LAUC President
RE: Charge, LAUC Position Papers Task Force

I am pleased to appoint you Chair of the LAUC Position Papers Task Force for a term beginning immediately.

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

LAUC position papers document the Association's position on crucial, broad, and recurrent issues relating to the work and mission of librarians in the University of California. Over the years, five position papers have been adopted by the membership, subject to review every five years. Please see <https://lauc.ucop.edu/position-papers> for full information on their background and the papers themselves. The LAUC Executive Board of 2014-2015 voted to retire Papers 1, 2, 3, and 4, but final status of the papers must be discussed and agreed upon by the membership at large. Discussions were held at each of the campuses in January 2016, and feedback gathered by the LAUC Committee for Professional Governance (CPG). A lively discussion was held at the LAUC Spring Assembly on March 21, and voting producing the following results:

Position Paper 1: Criteria for Appointment, Promotion and Advancement in the Librarian

Series: **RETIRE**

Position Paper 2: Development of Effective Communication between Statewide LAUC and Library Council: **REPLACE** (i.e. Rewrite)

Position Paper 3: Documentation Guidelines for Review of Librarians: **RETIRE**

Position Paper 4: Review Procedures for Librarians Outside the Normal Campus Peer Review Process: **REPLACE** (Rewrite)

Feedback from discussions among the membership at large showed a preference for future LAUC Position Papers, including the rewrites of 2 and 4, to be less proscriptive, much more succinct, and more like a statement of principles rather than procedure so that they can endure even as specific structures and circumstances change or evolve. Details can be found in the Committee on Profession Governance report:

<https://lauc.ucop.edu/sites/default/files/attached-files/committee-on-professional-governance-report-2016-03-01.pdf>

This task force will rewrite Position Papers 2 and 4. Membership in this task force shall consist of two teams of 2-3 members each and a Chair who will participate on both teams, oversee, coordinate, and report on the process.

Charges

Charges are taken from the CPG report.

- Rewrite Position Paper 2: Development of Effective Communication between Statewide LAUC and Library Council.
 - Discern the underlying principle(s) in the document
 - Restate the principle(s) in a succinct style that is adaptable to future developments and restructuring.
- Rewrite Position Paper 4: Review Procedures for Librarians Outside the Normal Campus Peer Review Process.
 - Discern the underlying principle(s) in the document
 - Restate the principle(s) in a succinct style that is adaptable to future developments and restructuring.
- Chair: Coordinate between teams to ensure consistent writing styles
- Present drafts to the LAUC Executive Board
- Incorporate feedback as provided by the Board
- Prepare Papers for distribution to general membership
- Incorporate feedback from membership as relevant
- Prepare documents for voting by membership

Timeline (subject to change):

April 26, 2016 – Task Force appointed

August 31, 2016 – First drafts completed and submitted to LAUC Executive Board.

November 30, 2016 – Revised papers distributed to membership

February 28, 2017 – Final drafts ready for voting by membership

Reports should be submitted using the following format:

Reporting Guidelines

SUBJECT LINE: [Task Force Name] Report

BODY OF MESSAGE:

TO: LAUC President

FR: [Task Force Name]

RE: [year] 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

The Executive Board urges the committee to conduct its business through conference call(s), or using other technologies, such as email or chat. Please discuss options with the President.

Committee Expenses

The current LAUC Travel and Reimbursement Policy and Procedures document is linked to the LAUC homepage. 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.

LAUC Position Papers Rewrite Task Force

CHAIR: Adam Siegel, UCD

Marcus Banks, UCD

Email: mabanks@ucdavis.edu

Keri Botello, UCLA

Email: kbotello@ucla.edu

Becky Culbertson, UCSD

Email: rculbertson@ucsd.edu

Debbie Jan, UCB

Email: djan@library.berkeley.edu

Adam Siegel, UCD - Chair

Email: apsiegel@ucdavis.edu

Monica Singh, UCB

Email: msingh@library.berkeley.edu