

**Librarian Association of the University of California**

**Executive Board Conference Call**

**Thursday, September 1, 2015 1-3pm**

<https://zoom.us/j/679251300>

**Agenda – also located in Box under LAUC > LAUC Exec Board 2016-17 > Agendas**

Filename: LAUCExBd160901agenda.docx

**A. Roll Call (A. Horne)**

- Excused: Kristine Ferry, Becky Imamoto,

**B. Announcements/Housekeeping**

- Box filenames and documents for LAUC ExBd
- People who needed to be added
- Subject lines of emails should contain LAUC
- Keeping current systemwide roster for your committees in Box
- Giving feedback to systemwide representatives

**C. Approval of minutes, 2016 (deferred until October 6)**

**D. Review of action items from Transition minutes (D. Peterman)**

- Board roster – All were to send Lisa/Angela any updates.
- Census updates as of 9/1/16 – Send to Lisa/Angela.
- Dana to send to Exec Board invitation to BOX. Done for LAUC ExBd members and for known CPG members
- Diane to update who is on the Exec Board e-mail list. Done
- Dana to establish the Zoom invites for monthly board calls. Sept. and October Done.
- Send recommendations to Dana for members of the 50th anniversary planning task force. See this Agenda
- Carla – will manage guidelines revisions for R&PD. Charge in Process
- Cristela – see if she can record and share the UCSD panel debrief of the recent NDLC at UCLADM finalize

**E. Systemwide Reports (some not yet convened)**

1. Research and Professional Development (D. Peterman/C. Arbagey)
2. Web Manager (J. Shiroma)
3. Diversity (C. Lee)
4. Committee on Professional Governance (M. Yonezawa)
5. Nominating Committee (D. Mizrachi)

**F. Advisory Groups**

1. Systemwide Library and Scholarly Information Advisory Committee/SLASIAC (S. Koskinen)
2. Shared Libraries Facilities Board/SLFB (K. Ferry) – no meetings since last report on March 3, 2016. No meeting scheduled at this time.
3. Shared Content Leadership Group/SCLG (B. Imamoto) – see email of August 20, 2016 or Box file names LAUCExBd160901SCLG Meeting Notes 08.26.16, LAUCExBd160901Shared print monographs experiments v3 (003) PROSPECTUS, and LAUCExBd160901UC Shared Print Strategy

and Operations Team 2016 Q1 and Q2 status report. The folder is LAUC > LAUC Exec Board 2016-17 > Agendas

## G. Ongoing Business

1. Spring Assembly updates (D. Peterman)
2. Standing committee charges to be filed in BOX
3. Travel Reimbursements Policies & Procedures
  - a. All travel arrangements for official LAUC business should be made by the individual LAUC member, who will then request reimbursement through his/her division's business office. The divisional offices will then request recharge from the business office of the current LAUC President (UCLA, 2015-16; UC Irvine, 2016-17; UCR 2017-18).
  - b. Before making travel arrangements, LAUC members will need to fill out a local expense report form and provide documentation authorizing their participation, such as an email invite from the LAUC President or presiding officer. Each traveler should follow their local campus policies for requesting release time for business related travel.
4. Position Papers: DM will send new revisions to Executive Board for comments and feedback as discussed at Transition meeting.

## H. New Business

1. Systemwide appointments needed for at least:
  - a. Committee on Professional Governance: UCSC, UCI, UCD, UCB, UCLA
  - b. Diversity: UCR, UCSD, UCSF, UCSB, UCSC
2. New ad hoc– 50 Year Anniversary Committee
  - a. Should contain at least one person project management skills
  - b. Goal #1 – organize the creation of content for the LAUC website (to be later archived) 1 month ahead of Assembly, which is tentatively in mid to late April in coordination and consultation with the Web Manager and following the best practices identified by LAUC's archives at UCB via DM's task force.

## I. Round Robin of Divisions

Librarian personnel changes, including retirements, hires, and new positions. This might also include such information as whether there's something unusual about that hire.; Facilities changes (new buildings, re-configurations); Your LAUC's plans/theme for this academic year (by the way, when is your next meeting?); General changes, if any, for this year in how librarians will be conducting their business/new trends; Plans for librarian professional development (This would include programs via your divisional LAUC. In addition, however, any non-LAUC professional development that arises as a function of your library priorities and strategic directions. I don't know that you have any planned right now); What is your library's main set of interests this year?

1. UCSC –  
Personnel
  - a) We just hired Alix Norton in a permanent archivist position to run the Center for Archival Research and Training (CART) program in Special Collections and Archives. She's been working in a temporary position for the past year and presented a poster at the LAUC Assembly last spring. Today is her first day in the permanent position.

- b) We are also hiring a [Head of Research Support Services](#). The IRD for the position is October 5.
- c) We will be hiring a project archivist (2 year) for Pirkle Jones and Ruth Marion Baruch Collection. The position should be posted in the next month.

#### Facilities

- a) We are involved in a weeding project in our Science and Engineering Library in order to make room for additional study space for students. Construction will also begin on an Active Learning Classroom in the Science Library later this year. The classroom will be co-funded by the library and Physical and Biological Sciences division.

#### LAUC-SC

- a) Our first meeting of the executive board was this morning. My first order of business to hold an election for the offices of Vice-Chair/Chair Elect of the local executive board, as well as Vice-Chair/Chair Elect of CAPA. Next Meeting: October 6. We're still discussing plans for programs for the year.

#### What is your library's main set of interests this year?

- a) The library's strategic plan should be published this fall, right now receiving feedback from departments. We will discuss it at the September 22 all-staff meeting.
- 2. UCSB –
- 3. UCSF –
  - a. Personnel
    - 1 We just hired a new Data Services and Assessment Librarian.
    - 2. We are still searching for a new University Librarian. The search committee has hired an executive recruitment firm to assist in the process.
    - 3. We are hiring a digital archivist (temp one year position; but hoping for permanent funding)
  - b. Facilities
    - 1. We added a maker's lab last April.
    - 2. We are revamping the old reference office into a consulting space for the Education Librarians, our Bioinformatics Specialist, and our Scholarly Communications Librarian.
  - c. Next Meeting: Tuesday, Sept. 13. We will be discussing plans for the year at this meeting.
  - d. Librarians/Trends
    - 1. The Data/Assessment position will be a great complement to our Bioinformatics specialist for outreach to the basic sciences people.
    - 2. Several Education Librarians are conducting a research project on the # of systematic reviews published by UCSF authors in the last 10 years.
    - 3. We're looking at how we support reference managers (probably adding Zotero and Mendeley into the mix).
    - 4. Development of a systematic review course and moving toward sets of courses around central topics.
    - 5. Website is completely being revamped; librarians and staff have been participating in this process.
  - e. Library Interests
    - 1. Much will depend on who is hired as University Librarian and what their priorities will be.
- 4. UCSD –

- a. Personnel
  - i. Interviews for GIS Librarian
- b. Facilities
  - i. The Library recently launched the [Geisel Library Revitalization Initiative](#) (GLRI) to “transform and revitalize the interior public spaces” of the Geisel Library. Three floors are presently included in the Initiative — the main (2nd), ground (1st), and top (8th) floors.
  - ii. [Teaching + Learning Commons](#) will open in our Library on October 17<sup>th</sup>.
- c. Programming (Goals, Trends, Next meeting)
  - i. LAUC-SD Exec meeting – Sept 14
  - ii. LAUC-SD Membership meeting – Oct 25
  - iii. Refresh LAUC-SD website content
  - iv. Encourage submissions to eScholarship in order to build off of last year's theme of librarian achievement
  - v. Ongoing improvement of documentation in LAUC-SD intranet, in prep for LAUC Archive Task Force
  - vi. Look for ways to celebrate LAUC 50<sup>th</sup> locally (maybe start membership meetings with something from the past? Summer event TBD)
  - vii. Recent programming:
    - 1. NDLC Lunch n Learn sponsored by Diversity & Inclusion Committee
    - 2. Usability & Assessment Recap from those who took any of the three Library Juice Academy online courses (Service Design, Do-It-Yourself Usability Testing, Observational Assessment Techniques) sponsored by LAUC-SD R&PD
- 5. UCR – new LAUC Chair, Kat Koziar
- 6. UCM –
- 7. UCLA –
- 8. UCD --
- 9. UCI –
  - a. Personnel - Cataloging and Metadata Librarian under recruitment (interviews completed). High priority staffing decisions under consideration by Leadership Council, so stay tuned. In 2015-2016 we had 10 student assistants successfully become Library STARS, which gave them additional library training (not recruitment orchestrated by LAUC)
  - b. Facilities – Langson Library undergoing flooring changes. Google Books shipments doing well. Working on reservation system for group rooms via LibGuides
  - c. Next general meeting –
  - d. Librarians/Trends
    - i. Continuation of Collections drop-in education with focus on HathiTrust, West, and other shared print initiatives
    - ii. Visit by Gloria Gonzalez, Library Strategist at Zepheira, to discuss linked open data
    - iii. LMS RFP going forward
    - iv. Strategic initiatives for 2016/17 in place

## J. Adjournment

Next conference call date/time: Thursday, October 6, 1-3pm

