

LAUC-SD Annual Report 2023-2024

State of the Library

Work modality. As with last year, most Librarians worked a hybrid schedule, splitting their time between onsite and offsite work. Service points in Geisel Library and WongAvery Library were staffed in person and Library classes were conducted both in person and online.

Strategic plan. During this year, campus refreshed the UC San Diego Strategic Plan. LAUC-SD members were able to provide feedback and input at a Library forum and LAUC-SD had a voice during a Library Leadership Council (LLC, program directors + LAUC-SD Chair) retreat to develop goals to best align the Library's strategic plan with the campus' new focus areas. Implementable goals and outcomes from this process are still to be determined.

Budget cuts. In early Summer 2024, the Library received news of a substantial budget cut: 8% (\$3.3 million) for the next FY. As a result, [nearly all open positions were put on pause](#) for up to six months. There were two exceptions for Librarian positions already well underway: Social Sciences Librarian (AELS) and Arts and Humanities Collection Strategist/Music Librarian (CDM). A [subsequent decision eliminated remaining open positions](#), including the Earth, Atmospheric, and Marine Sciences Librarian position, the E-Book Strategist And International Relations & U.S. History Subject Librarian position, and the Head Of Digital Object Metadata Librarian position.

The [expenditure reduction strategy](#) for the next two FY includes reduction of 10 FTE, primarily from vacant positions, including the three Librarian positions listed above. For collections, \$500k in collection expenditures will transition to endowment funds and the collections budget will be reduced by \$250k in FY25 and \$250k in FY26, which will change how selector librarians are assigned and manage collection development funds and tasks.

Other cost saving measures to be implemented include: eliminating Geisel overnight hours; eliminating most public computing in Geisel (which may impact librarian-managed specialty computing labs and services); reducing programmatic, committee and supplemental activity budgets (including LAUC-SD committee budgets); pausing optional Library-wide memberships; eliminating supplemental professional development (at the time of this report, this does not represent a change to Librarian annual core professional development funds); and other operational and service adjustments. While the full impact of these changes won't be felt until implementation in

Fall 2024, the loss of Librarian FTE, the substantial collections funding reduction, and other services changes, will doubtless be felt keenly by LAUC-SD members.

Library News

There were 49 Librarians on the roster as of July 31, 2024. There are no new hires until the next LAUC year, after September 1.

Librarians hired:

- Christina Mayberry - Engineering Librarian (Program: AELS)
- Elizabeth Grossman - Electronic Resources and Licensing Librarian (Program: CARS)
- Zoe Trainer - Social Sciences Librarian (Program: AELS, starting September 3, 2024)
- Hillary Ostermiller - Arts & Humanities Collection Strategist, Music Librarian (CDM, starting early September 2024)

Retirements or resignations:

- Amy Butros - Earth & Marine Sciences / SIO Librarian (Program: AELS)
- Harold Colson - Social Sciences and E-book Strategist, US History & Global Policy Studies Librarian (Program: CDM)
- Kelly Revak - Head of Digital Object Metadata Management (Program: MS)
- Elizabeth Miraglia - Assistant Program Director & Head, Books and Serials Metadata (Program: MS)
- Bie-hwa Ma - Chinese Language Metadata Librarian (Program: MS)

LAUC-SD Committee Highlights & Activities

Emphasis on engagement. This year LAUC-SD membership meetings used a “flipped classroom” approach, with an emphasis on interactive and small group activities and discussions during scheduled meeting times. Members were encouraged to review committee highlights on LiSN before the meeting, rather than have these reported out during the meeting. Feedback to this approach was generally positive and, anecdotally, strengthened the sense of connection among LAUC-SD members, especially newer members.

Despite this renewed engagement in LAUC-SD activities, it was a challenging year for nominations, with members citing no time or interest in serving in executive board roles for the coming year. The nominating committee was able to eventually fill a complete slate thanks to their tireless efforts, but the local election took place later than usual.

Website. As local web manager, Kymberly Goodson led a project to migrate content from the LAUC-SD portion of the Library website to relevant LAUC-SD pages on LiSN. This work was aligned with broader work by TDX and the public website groups to address the large number of historical PDFs and HTML files specifically on the LAUC-SD web pages. It was also in line with broader Library web goals to improve accessibility, navigability, and sustainability, including eliminating duplication and streamlining the posting and archiving processes for LAUC-SD documents.

This migration also represents a shift from the public website to LiSN as being the copy of record for LAUC-SD documents including annual reports, rosters, and supplemental documents. The executive board discussed how many years' worth of content should be available on the public site versus the Library-only intranet, and decided to keep three years - the current year and two prior years - as public-facing. Moving forward, committee charges will generally be on the website, while membership rosters and annual reports will be on LiSN (with the most recent of these also on the website). These changes should make managing this information across the various LAUC-SD teams much easier for future web managers and committee chairs.

LAUC-SD Executive Board

LAUC-SD strategic initiative. During this year, work wrapped up on the LAUC-SD strategic initiative research project. All initiative outputs and final report and slide deck are available on [the initiative LiSN page](#). Compiled outputs include: single cleaned tabular version of historical PDF membership rosters; Librarian series job postings since 2013-2014 year, with documentation regarding outcome of position search (i.e., hired, failed, reposted); harmonized ARL and ACRL reported Library statistics for the past decade; campus and departmental enrollment numbers and academic employee FTE for the same time period; and membership survey to document and quantify the changes to Librarian portfolios in the past 10 years, with a focus on permanent and interim changes as well as user impacts.

The final report made the following recommendations:

1. LAUC-SD, in conjunction with LES and members of LLC who supervise Librarians, needs to facilitate transparent discussions around and develop more formal documentation and process for formal and informal interim roles.
2. LAUC-SD, in conjunction with SLT and LLC, needs to take a more proactive approach to Librarian replacement hiring.
3. There needs to be a regularly scheduled (annual or biennial) LAUC-SD membership-wide conversation about duty gaps, upcoming areas to focus on, and other aspects needed to strategically fill vacant Librarian positions and/or

develop new Librarian positions to best support users across the growing campus.

The initiative report was presented to SLT, LLC, and LAUC-SD membership during January-February 2024. The executive board made progress on implementing these recommendations, through: themed membership discussions; a voluntary call for job descriptions to share with all LAUC-SD members in the P: drive (P:\LAUC - SD Membership\Librarian position descriptions); and creation of an interim roles ad hoc group, whose work will continue through to next LAUC year.

We note that the loss of 10 FTE, many of which are currently vacant Librarian positions, underscores the timeliness of these recommendations, but will also hinder progress on some (i.e., developing new positions to best support users across the growing campus).

LAUC-wide event during ALA. The American Library Association (ALA) conference took place in San Diego June 27-July 2, 2024. LAUC-SD organized and hosted a LAUC-wide in person happy hour during ALA. We hosted 30 LAUC members (18 LAUC-SD members) representing nearly all UC campuses. This event was made possible by generous financial support matched by LAUC statewide and UC San Diego Library UL.

Membership meeting modality. Membership meetings remained virtual this year. As a step towards more in person meetings of LAUC-SD members, any Librarians on campus the day of the membership meeting were invited to gather informally for lunch after the meeting. We saw good attendance at these especially as the year went on, with 8 to 12 members usually joining for lunch.

Updating ARPM per CAPA recommendations. Work on finalizing updated language based on the 2023-2024 CAPA recommendations is nearly complete, but actually updating the ARPM will be rolled over to next year.

Clarifying LDIC and [EDI-WG](#) membership. LAUC-SD Chairs, in discussion with UL, determined that the LDIC rep to LAUC-SD executive board will also serve as a member of the Library-wide equity, diversity and inclusion working group (EDI-WG).

Shared Google Drive. LAUC-SD now has a shared Google Drive for member use. This supplements the P: drive, which has become less used as more shared work moves to LiSN and Google.

CAPA

Highlights:

- Reviewed 5 appointment files
 - Two were first and second offers for the same position
 - Of the 5 files, three were hired
- Reviewed 19 academic review files
 - Six out of 19 files (31%) were awarded additional points
 - Six files had a “no action” recommendation because the candidate was at the top of the salary scale
 - With the exception of one incomplete file, there was full consensus between the PDs, CAPA, Ad Hoc committees (when applicable), and the UL on the recommended actions for the candidates this year.
 - There was less consensus between the PD, CAPA and the UL/EVC regarding the number of extra points. Only one of the files awarded extra points was in full agreement between the three bodies.

Selected recommendations:

- Discuss with LAUC-SD Exec and Senior Leadership Team (SLT) to review the role of CAPA during the appointment process and update the charge.
- Review how to properly incorporate mentions of applicable (ie., within the current review period) goals during the fall training and during a LAUC-SD meeting
- That the incoming (2024-2025) CAPA committee review the CAPA Annual Review Reports form in the fall of 2024 and make suggestions for edits
- That the incoming (2024 - 2025) LAUC-Executive committee form a special taskforce to outline an abbreviated review process for represented librarians at the top of the salary scale, and draft any needed language to update the ARPM.

Mentoring

Highlights:

- The committee received 4 mentorship requests: 3 library employees and 1 SJSU student/2023 Career Chat participant. Each mentorship request was fulfilled by a LAUC-SD librarian.
- The graduate internship program had 2 requests, and 1 placement
 - Given the ongoing difficulty of finding programs/librarians willing to supervise interns, combined with the budget cut and key vacancies, the Committee decided to pause the internship program.
- Annual career chat received 81 mentee sign-ups that were matched to 33 participating librarians.

- Speed dating career chat event for Library employees interested in Librarianship had 28 attendees
- Committee continues to solicit librarian profiles; public-facing website currently hosts 15 [librarian profiles](#)

Horizon issue:

- The LAUC-SD Mentoring Committee does not have a standard annual allocation and must request a budget from the UL each year. Budget cut implications for coming years' mentoring committee budget is unclear, with discussions ongoing.

Research & Professional Development

Highlights:

- Professional Development Funding:
 - The committee funded two grant requests for a research project and a conference presentation, respectively
 - Supplemental professional development funds of \$100 each were provided to 27 LAUC-SD members
 - Funding was provided to four LAUC-SD members to attend Library Juice Academy courses
- Programming:
 - The committee hosted three in-person or hybrid speaker events with an average of 30 attendees at each event
 - Writing Retreat sessions were expanded across the full year for the first time, with 10 two-hour weekly writing sessions offered each quarter and approximately 10 LAUC-SD members participating each quarter

Library Diversity & Inclusion Committee (LDIC)

No report submitted as of September 1, 2024.

Submitted by Stephanie Labou, LAUC-SD Chair, 2023-2024