

LAUC Committee on Professional Governance
Librarians Association of the University of California

TO: David Gilbert, Chair, Committee on Professional Governance
FR: Bob Heyer-Gray, LAUC President
RE: 2007/2008 Charge, LAUC Committee on Professional Governance

I am pleased to re-appoint you 2007/2008 Chair of the LAUC Committee on Professional Governance for a term commencing October 1, 2007 and ending September 30, 2008.

Administrative Structure

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. The committee may, however, communicate to the President any issues of concern at any time throughout the year.

Committee Background and Significance

For LAUC, "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. As members of this Committee, you have a significant responsibility to represent the views and needs of the entire membership.

General Charge

For 2007/2008, the Committee is charged with fulfilling its standing charge as stated in Article VIII, Section 1.e.1 of the LAUC Bylaws(pending University Office of the President approval of revised LAUC bylaws):

- a. Advise the President and the Executive Board on issues that affect librarians, peer review, and other professional governance issues.
- b. Serve as a review body for Divisions who may request evaluation of local peer review procedures.
- c. Serve as a Bylaws review committee for proposed changes to the LAUC Bylaws. Be available to review the Divisions' Bylaws for consistency with the LAUC Bylaws, and to consult with Divisions on request.
- d. Address other subjects at the request of the President and consider and develop recommendations on matters of librarian professional governance.

Timeline

A report to the President on the Committee's activities, for the Spring Assembly, is due by April 25, 2008. If the committee wishes to engage the Assembly in discussion regarding these charges, pertinent information should be provided as part of the report. The report will be presented at the LAUC Spring Assembly at UC Irvine. The Committee will also need to submit a final report by September 12, 2008, and present its final report at the Fall 2008 LAUC Assembly.

Reporting Guidelines

SUBJECT LINE: [Committee Name] Report

TO: LAUC President

FR: [Committee Name]

RE: [Year (e.g., 2004/2005)] [Report Name (e.g., Final Report)]

Committee Charge:

Summary of Action Items:

Body of Report with Discussion and Recommendations, if any [formatted as motions, in keeping with Sturgis]

Names of Committee Members

Attachments (if any)

Committee Work and Meetings

Committee business should be conducted via conference call(s), or through the use of other sorts of technology, such as email or chat to the extent possible. You are authorized to have one in person committee meeting if needed.

Committee Expenses

I will send you a document on LAUC reimbursement procedures. Different Divisions may handle transactions differently, so they will need to check with their local accounting officers to find out how their Division handles charges to the LAUC account.

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

Committee on Professional Governance Roster

Los Angeles

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