



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

TO: Lynda Tolly, Chair, Committee on Professional Governance  
FR: Mitchell Brown, LAUC President  
RE: 2011/12 Charge, LAUC Committee on Professional Governance

I am pleased to appoint you 2011/12 Chair of the LAUC Committee on Professional Governance for a term beginning October 1, 2011 and ending September 30, 2012. Your Vice-Chair/Chair-Elect is TBD.

### **Administrative Structure**

LAUC Committees fall under the purview of the LAUC Executive Board. The LAUC President sets priorities for Committee work through the Committee's Charge. The primary duty of each LAUC Committee is to fulfill the Charge. The Committee may communicate any issues of concern to the President at any time throughout the year.

### **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 2011/2012, the Committee is charged with fulfilling its standing Charge as stated in Article VIII, Section 1.e.1 of the LAUC Bylaws (as approved by UCOP March 23, 2009):

- 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 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.
- d. Address other subjects at the request of the President and consider and develop recommendations on matters of librarian professional governance.

## Specific Charges for 2011/2012

1. Campus LAUC divisions are updating campus bylaws and will need the committee to review changes for consistency with Systemwide Bylaws.
2. Provide direction to campus division discussions of the 2010 *The NextGen LAUC Member: A Report from the LAUC Committee on Professional Governance* report and further exploration of themes for librarian attributes and skill development.

## Timeline

A preliminary status report to the President on the Committee's progress is due by March 31, 2012.

The Committee will need to submit a Final Report to the President by June 30, 2012.

If the Committee wishes to engage the LAUC Assembly and/or general membership in discussion regarding these charges, relevant information should be provided as part of the Report(s).

The Committee will also need to submit a final committee report to the President by September 12, 2012 and be prepared to present it to the Assembly in 2011/12.

Reports should be submitted using the following format:

## Reporting Guidelines

SUBJECT LINE: [Committee Name] Report

BODY OF MESSAGE:

TO: LAUC President

FR: [Committee Name]

RE: [Year (e.g., 2011/2012)] [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 conference call(s), or through the use of other technologies, such as email or chat.

## 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.

## Committee on Professional Governance Roster

### **Berkeley**

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