

Physical Sciences & Engineering Common Knowledge Group Charter

1. Summary and Scope of Work

The Physical Sciences & Engineering (PSE) CKG is a standing group of experts and pioneers in library collections and services related to physical sciences and engineering. This CKG communicates with and provides support to the UC Libraries Advisory Structure but does not make systemwide policy decisions, manage projects or project teams, or oversee ongoing services.

The PSE CKG provides a forum for members to monitor and share information about trends in scholarly publishing and services in the physical sciences and engineering as well as discuss shared content and collections management issues in these disciplines. This CKG also provides a venue for mentoring new PSE librarians within UC.

2. Key Expectations

The PSE CKG will:

- Gather and share information about the environment, opportunities, new technologies, best practices, and local campus developments related to library collections and services in physical sciences & engineering.
- Discuss questions and issues related to specific publishers and resources, identify problems, and propose potential solutions.
- Assess interest among PSE librarians in shared content and collections management proposals and relay feedback and priorities to the California Digital Library (CDL) and Shared Content Leadership Group (SCLG).
- Track campus interest in new journals, content, and packages related to physical sciences & engineering and propose them to CDL and SCLG.
- Provide input and information to other UC Libraries groups as requested.
- Conceive and advance innovative ideas and improvements relevant to the UC Libraries' Systemwide Plan and Priorities.
- Coordinate work as it is relevant with other CKGs, specifically the Health & Life Sciences CKG.
- Explore and share information about our services related to scientific data as it becomes more central to our work.

3. Membership and Terms of Appointment

This CKG is open to all selectors and other librarians on each campus who have significant responsibilities for the development and management of their physical sciences & engineering collections and related services. The group also includes the co-chairs of the Health & Life Sciences CKG, selected CDL staff, and our Joint Steering Committee (JSC) liaison as *ex officio* members. CKG members are expected to participate in email discussions, attend the group's conference calls, express their campus interest in shared content, and keep the CKG Co-Chairs informed about new librarians who should be added to the CKG

membership or its broader email list. Members are appointed indefinitely dependent on their continued responsibilities in this area.

Committed initial members include:

- Berkeley: Brian Quigley, Lisa Ngo, Susan Powell, Anna Sackmann, Sam Teplitzky
- Davis: Cory Craig, Jennifer Harbster
- Irvine: Julia Gelfand, Mitchell Brown, John Sisson
- Los Angeles: Tony Aponte, Elizabeth Cheney, Courtney Hoffner
- Merced: Jim Dooley
- Riverside: Michele Potter, Kat Koziar, Julie Mason, Ying Shen
- San Diego: Dave Schmitt, Deborah Kegel, Teri Vogel
- San Francisco: Sarah McClung
- Santa Barbara: Andrea Duda, Chuck Huber, Jon Jablonski, Annie Platoff
- Santa Cruz: Christy Caldwell, Christy Hightower
- CDL: Wendy Parfrey (*ex officio*)

The Co-Chairs will serve staggered two-year terms with appointments rotating alphabetically through the following campuses based on resource availability: Berkeley, Davis, Irvine, Los Angeles, Riverside, San Diego, Santa Barbara, and Santa Cruz. In practice, each Co-Chair will serve as chair-elect in the first year of their term and chair in their second year.

4. Communication and Meetings

This CKG's communication responsibilities are to:

- Maintain an email list for use by the CKG.
- Post and maintain a historical record of meeting minutes and reports, accessible to all interested UC Libraries staff.

The PSE CKG will communicate regularly through the existing email list (ucsel@uci.edu), which also includes a broader membership of other UC science librarians. The group will also maintain meeting agendas and minutes on a public website, set up a restricted site for collaborating on confidential issues, and hold regular conference calls. Responsibility for taking minutes at these meetings will also rotate alphabetically through the campuses (excluding the Chair's campus if the Chair is the only member from that campus).