English and American Literature Common

Knowledge Group Charter

1. **Summary and Scope of Work**

   This CKG is a standing group of experts and pioneers in the area of English and American Literature. This CKG communicates with and provides support to the UC Libraries Advisory Structure but does not make system-wide policy decisions, manage projects or project teams, or oversee ongoing services.

   The English and American Literature CKG enables communication among librarians and archivists to help coordinate the evaluation, purchase, and licensing of current and emerging resources needed to support scholarship and teaching of English and American Literature and related studies at the University of California.

2. **Key Expectations**

   This CKG will:

   - Gather and share information about the environment, opportunities, new technologies, best practices, and local campus developments within a defined knowledge area.
   - Provide input and information to other UC Libraries groups as requested.
   - Conceive and advance innovative ideas and improvements relevant to the UC Libraries' System-wide Plan and Priorities.

3. **Membership and Terms of Appointment**

   Current members include:

   - Annette Marines (Santa Cruz)
   - Carla Arbagey (Riverside)
   - Elizabeth McMunn-Tetangco (Merced)
   - Jane Faulkner (Santa Barbara)
   - Jerrold Shiroma (Merced)
   - Nina Mamikunian (San Diego)
   - Richard Cho (Irvine)
   - Roberto Delgadillo (Davies)
   - Stacy Reardon (Berkeley)

   This CKG will communicate regularly through these forums:

   - Listserv: CKG-ENGLISH-AMERICAN-LIT-L@listserv.ucop.edu
   - Wiki: https://wiki.library.ucsf.edu/display/UCLCKG/English+and+American+Literature+CKG

Process for selecting convener(s) and any term lengths:

- The convener of the English and American Literature CKG shall convene for 2 years, with their term beginning with the beginning of the new fiscal year. The convener(s) will be selected by a majority vote of the current members of the group.

4. **Communication and Meetings**

This CKG's communication responsibilities are to:

- Maintain an email list for use by the CKG; CKGs with open membership will maintain lists open to all interested UC Libraries staff.
- Post and maintain a historical record of meeting minutes and reports.