

# UNIVERSITY OF CALIFORNIA

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SANTA BARBARA • SANTA CRUZ

OFFICE OF THE PROVOST AND SENIOR VICE PRESIDENT –  
ACADEMIC AFFAIRS

OFFICE OF THE PRESIDENT  
1111 Franklin Street  
Oakland, California 94607-5200

July 27, 2004

University Librarian Butter  
University Librarian Greenstein  
University Librarian Jackson  
University Librarian Leonard  
University Librarian Miller  
University Librarian Munoff  
University Librarian Pritchard  
University Librarian Schottlaender  
University Librarian Sharrow  
University Librarian Strong  
Acting University Librarian White

As you are aware, the Northern and Southern Regional Library Boards are being replaced by a new, Shared Library Facilities Board. In your position as University Librarian you become an *ex officio* member of the new Board with full voting privileges. I am writing to officially appoint you to the Board, and to ask you to select a chair from among the University Librarians and arrange a time and place for the first meeting. I have requested nominees from LAUC and the Academic Senate to serve on the board. The existing Northern and Southern Regional Library Boards will be disbanded effective with the first meeting of the new Board, and you are discharged from your respective Regional Library Board at that time, with much thanks.

As you know, this action results from a recommendation of the Regional Library Facilities Task Force, appointed by the University Librarians to develop and propose an action plan for the future of the UC Regional Library Facilities in light of the new service needs emerging from the libraries' strategic planning process. This report, which is available at [http://www.slp.ucop.edu/documents/RLF-TF\\_Final\\_Report.pdf](http://www.slp.ucop.edu/documents/RLF-TF_Final_Report.pdf), was reviewed and discussed by the Systemwide Library and Scholarly Information Advisory Committee at its February 20, 2004 meeting. The Shared Library Facilities Board is responsible for the development of policies, strategies, plans and general operating procedures for the effective and coordinated use of the Northern and Southern Regional Library Facilities, and any other library facilities that may be constructed for or converted to shared systemwide use by the University of California Libraries.

Sincerely,

A handwritten signature in cursive script that reads "M.R.C. Greenwood".

M.R.C. Greenwood  
Provost and Senior Vice President  
Academic Affairs

Enclosure

cc: President Dynes  
Vice Provost Zelmanowitz  
SRLF Director Bellanti  
NRLF Director Hurley

## University of California Shared Library Facilities Board

### CHARGE

The Shared Library Facilities Board is appointed by and accountable to the Provost and Senior Vice President for Academic Affairs. The Board is responsible for the development of policies, strategies, plans and general operating procedures for the effective and coordinated use of the Northern and Southern Regional Library Facilities, and any other library facilities that may be constructed for or converted to shared systemwide use by the University of California Libraries. The existing Northern and Southern Regional Library Boards are disbanded effective with the first meeting of this Board.

Among the key responsibilities of the Board are:

- Formulate, recommend, and ensure implementation of plans and policies for UC shared library facilities, in consultation with the Provost.
- Ensure effective and efficient management of shared facilities
- Advise the Provost regarding issues related to shared library facilities.
- Inform and advise the Systemwide Library and Scholarly Information Advisory Committee regarding the shared library facilities in the context of overall systemwide library strategic plans and policies.
- Develop, approve and oversee the implementation of operating programs and budgets for shared library facilities, and oversee the development of general operating procedures.
- Ensure the effective coordination and integration of the functions, services and operations of shared library facilities with systemwide library strategies and programs and the operations of the UC campus libraries
- Assess the future needs for shared library facilities (including expansion of existing facilities), in the context of campus library facility capacities and plans and the existing or anticipated strategic or operating needs of the campus and Universitywide library programs, propose capital development plans to address those needs, and coordinate with the Office of the President and the facilities' host campus regarding implementation of those plans.
- Establish such standing and *ad hoc* subcommittees and task groups as may be necessary for the effective planning, oversight and operation of the shared library facilities.

### MEMBERSHIP

The Board shall consist of the following voting members:

- Each UC University Librarian, *ex officio*
- A representative of the faculty, appointed by the Provost for a two-year term from a slate of nominees provided by the Academic Council
- A representative of the Librarians' Association of the University of California (LAUC), appointed by the Provost for a two-year term from a slate of nominees provided by the LAUC President

The Board shall be chaired by a University Librarian from a UC campus for a two-year term, upon nomination by the voting members of the Board and approval by the Provost. It is desirable, but not mandatory, that the chairmanship alternate between University Librarians representing the Northern and Southern regions of the state. Staff and budgetary support for the Board's operations will be provided by the shared library facilities.