

# University Librarians' Advisory Structure 1998 - 2001

## Goals

1. To provide a structure for planning and resolving issues that affect UC libraries systemwide.
2. To provide a structure for discussing and analyzing library issues that will be addressed by the Systemwide Library and Scholarly Information Advisory Committee and the Systemwide Library Planning Office.
3. To encourage communication, coordination and collaboration among the UC campus libraries.

## Desirable Features

1. Formal structures should allow issues to be addressed:
  - In a timely fashion,
  - By teams that include individuals with varying perspectives,
  - By individuals with the required expertise.
2. Informal structures should encourage communication among groups with like concerns throughout the UC Libraries.

## Components

### 1. University Librarians Group

- **Members:** *University Librarians from each of the campus libraries and the CDL*
- **Convenor:** *Determined by University Librarians*

### 2. Systemwide Operations and Planning Advisory Group (SOPAG)

- **Members:** *Senior professional staff with varying portfolios, one from each campus library and one from the CDL, plus a LAUC representative. Library representatives are proposed by the Steering Committee with final approval by the University Librarians. The LAUC representative is directly appointed by LAUC. Three year terms anticipated. The University Librarians would review membership on an annual basis.*
- **Convenor:** *Selected by the University Librarians Group*

- **Develops:** *Issue Papers and Action Plans for consideration by the University Librarians*
- **Appoints:**
  - **Task Forces and Strategic Issue Groups**  
*Cross-functional teams to accomplish defined tasks or study specific issues in a specified time frame, e.g., develop a plan for cooperative cataloging of electronic content, develop a white paper on authentication, monitor performance of intercampus Interlibrary Loans. LAUC representation may be requested, when appropriate.*
  - **All Campus Groups**  
*On-going groups consisting of UC senior professional staff with similar portfolios. Each group will be comprised of one representative from each campus library and one from the CDL, e.g., Heads of Technical Services at all 10 UC Libraries; and a LAUC representative. Members are appointed by their University Librarian. A LAUC representative will also be a member of each All Campus Group and will be selected by the University Librarians from a slate of three candidates forwarded to the University Librarians by LAUC. Exception: the Human Resources Group reports directly to the University Librarians Group and does not contain a LAUC representative.*

### 3. Steering Committee

- **Members:** *UL, Systemwide Library Planning; Convenor, SOPAG; Convenor, University Librarians Group; and one additional University Librarian.*
- **Convenor:** *UL, Systemwide Library Planning*
- **Responsibilities:** *Develops agendas for the University Librarians and SOPAG; serves as advisory to Systemwide Library Planning Office in between UL and SOPAG meetings.*

### Additional Advisory and Planning Structures

- *Individuals from different campuses with common interests are expected to continue to communicate with each other, e.g., English and American Literature Bibliographers, Women's Studies Bibliographers, Circulation Managers. This represents the type of informal advisory structure discussed in the introduction to this document. From time to time, it is expected that these informal structures will come forward to SOPAG with proposals and ideas for further development and consideration.*
- *Like other campus libraries, the California Digital Library, as the 10th library of the University, will have its own advisory structure for planning and operations, e.g., CDL Web Design Advisory Committee, the Science, Technology, and Industry Collection Task Force.*

In 2001, as part of the scheduled evaluation of strategies identified and implemented during the 1997-1998 Library Planning and Action Initiative, the Systemwide Library and Scholarly Information Advisory Committee will provide specific advice to the Provost on future organizational and advisory structures as well as governance and location of the California Digital Library. The University Librarians will also review their Advisory Structure at that time.

*NOTE: Above structure implemented July 1, 1998.*