

Shared Library Facilities Board (SLFB)

Minutes
 Tuesday, June 18, 2024 (9:00 – 10:15 am)

Chair: Haipeng Li
 Note Taker: Anna Striker

Members in attendance:

Jeffrey MacKie-Mason (UCB)	Haipeng Li (UCM)	M. Elizabeth Cowell (UCSC)	Alison Wohlers (Shared Print)
Bill Garrity (UCD)	Tiffany Moxham (for SM-G; UCR)	Teresa Mora (UCSC, LAUC)	
Lorelei Tanji (UCI)	Erik Mitchell (UCSD)	Günter Waibel (CDL)	
John Renaud (UCI, DOC)	Chris Shaffer (UCSF)	Salwa Ismail (NRLF)	
Athena Jackson (UCLA)	Kristin Antelman (UCSB)	Carlo Medina (SRLF)	

Regrets: Steve Mandeville-Gamble (UCR), Kathryn Olmsted (UCD, Senate)

Staff: Danielle Westbrook (CDL), Anna Striker (CDL)

Agenda Item	Time	Duration	Responsible	Documents	Notes
1. Welcome, administrative notes and introductions	9:00 – 9:05	00:05	Haipeng		Farewell and thank you to Kathryn Olmsted, Academic Senate representative
ACTION: Anna will engage the Academic Senate Committee on Committees to identify a new faculty member to serve on the board.					
2. Standing updates: NRLF, SRLF and Shared Print	--	--	Carlo, Salwa, Alison	- General NRLF, SRLF and Shared Print Updates	<u>Please note:</u> Written updates only; no meeting time assigned. Please send questions to the SLFB listserv.
3. Project to Analyze RLF Operations Funding: Phase 2 report update	9:05 – 9:15	00:10	Haipeng	- RLF Ops Phase 2 Final Report – Provost Newman’s Endorsement (confidential to SLFB) - RLF Ops Phase 2 Final Report (confidential to SLFB)	Update on Provost Newman review and adjudication <i>Note: Both background documents are currently confidential to SLFB; not to be redistributed.</i>

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Vice Provost Haynes, who provided key leadership in Phase 2, is retiring at the end of June. Provost Newman is forming a search committee in 2024/25 to identify a successor; an interim VP will be in place this summer and will advance these recommendations. A subgroup of SLFB members has convened to identify urgent priorities within the Phase 2 recommendations to be addressed by the board in the short term.

4. SLFB Action Plan for Managing Deposits as a System	9:15 – 9:45	00:30	Carlo, Salwa, Alison	- SLFB Action Plan for Managing Deposits as a System	Decision item: Endorse which items within the action plan the board would like to pursue.
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The action plan for managing RLF deposits as a system is the deliverable for [SLFB FY23-24 Priority 2.iii](#). The draft plan outlines proposed policy, service and operational initiatives for the RLFs. Many of the proposed actions will require input and collaboration with other systemwide groups (e.g., Shared Print Strategy Team, Shared Content Leadership Group), with guidance from SLFB to navigate strategic implications.

Board members affirmed the critical need to optimize space within SRLF to support campus and systemwide space needs and priorities, and discussed strategic implications of the timing and sequencing of the scoped deduplication projects (note: all proposed deduplication projects focus on unneeded duplicates within UC and where UC still will still retain a copy). Considerations discussed by SLFB include ensuring continued deposits for southern campuses while minimizing operational disruptions; efficient use of RLF resources and space; the need to cover deduplication work as operational and part of the current budget; and the need to define and operationalize methods for cross-regional deposits.

DECISION: RLF deduplication efforts will be pursued and advanced within the RLF budgets. In principle, SLFB endorses deduplication initiatives #1 (within SRLF) and #2 (against shared print items housed with NRLF), as outlined in the action plan but modified to be cost neutral.

ACTION: Carlo will consult with SRLF deposit staff on the considerations discussed by the board, and will return to the board in 24/25 with SRLF feedback and proposed budget-neutral pathways for initial deduplication projects.

5. Cross-regional shipping for FY24/25 deposits	9:45 – 9:55	00:10	Alison	- FY24-25 Shipping Support for Cross-regional Deposits	Decision item: Endorse proposal to use JACS shipping service for cross-regional deposits up to 10k volumes, with southern cost-share for capacity above 10k volumes.
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The board confirmed that if additional shipments are necessary above and beyond the JACS shipping subscription capacity for FY24/25, the costs will be shared proportionally by the southern campuses.

DECISION: SLFB endorses the proposal to leverage the JACS shipping service to support cross-regional shipping of regular deposits in FY24/25.

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6. Draft SLFB Goals and Priorities for FY24/25	9:55 – 10:15	00:20	Haipeng	<p>- Regional Library Facility (RLF) Long-Range Goals, Mid-Range Goals and Annual Priorities (2024/25) - <i>draft</i></p> <p>- Regional Library Facility (RLF) Long-Range Goals, Mid-Range Goals and Annual Priorities (2023/24) - <i>commented suggestions for 2024/25 updates</i></p>	<p><u>Please note</u>: Some items reflect the SLFB action plan for managing deposits as a system (agenda item #3). These items are highlighted and may be adjusted based on SLFB's discussion.</p>
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SLFB members reaffirmed that the board’s continued support for the Project to Analyze RLF Operations Funding should remain a priority for FY24-25. The board further agreed that timelines for near-term goals throughout the document should be re-reviewed by SLFB Steering, to dedicate sufficient time to the most urgent items during FY24/25 (SRLF, NRLF and other participants should be consulted with as needed). The board acknowledges that some projects are intended to be multi-year: the SLFB goals and priorities plan should clearly represent the stage of work that is expected in the applicable fiscal year

ACTION: SLFB Steering Committee will revise the draft RLF Annual Priorities document for board review in September.

7. Handoff to FY24/25 SLFB Chair and Vice Chair	--	--	--		<p>Many thanks to Haipeng for his leadership through 23/24, and thanks to Steve for serving as chair for 24/25 as well as to Athena for serving as the SLFB 24/25 vice chair / chair-elect for 25/26.</p>
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