

University of California  
**Systemwide Library Facilities Board**

**CHARGE**

The Systemwide Library Facilities Board (SLFB), formerly known as the Shared Library Facilities Board, is appointed by and accountable to the UC Provost and Executive Vice President (UC Provost/EVP) 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 Systemwide Library Facilities (SLFs), located in the north at the UC Berkeley Richmond Field Station and in the south at the UCLA main campus. The board's responsibilities and oversight will also apply to any other library facilities that may be constructed, acquired, leased or converted to shared systemwide use by the University of California Libraries.

Previously, and per the 1994 MOUs signed by the Office of the President and the Chancellors of UCLA and Berkeley, the "administrative responsibility for the Regional Library Facility [were] transfer[ed] to the [corresponding] campus." These transfers included responsibility for providing, administering and accounting for the operating (not capital improvement) budgets for the facilities. However, with the UC Provost/EVP's endorsement of the phase 2 recommendations of the Project to Analyze Regional Library Facilities Operations Funding in April 2024, the 1994 MOUs are slated to be replaced by a new agreement that includes: Strengthened SLFB budgetary oversight; the establishment of a systemwide director and systemwide budget management, collocated at a single location; and new, shared responsibilities for providing, administering and accounting for the operating budgets. The phase 2 recommendations were also endorsed by the UC Council of University Librarians (CoUL), with feedback and support from the SLFB and other systemwide committees and stakeholder groups, including those within and outside of the libraries. Starting in fall 2024, the UC Office of the President and UC Libraries will begin implementing these recommendations.

This December 2024 revised SLFB charge implements the phase 2 recommendations specific to the board's charge and the need to strengthen budgetary oversight and strategy. Additional, subsequent edits to the SLFB charge will be needed when the phase 2 recommendations are fully implemented, and the 1994 MOUs are replaced.

Among the key responsibilities of the Board are:

- Formulate, recommend, and ensure implementation of plans and policies for UC systemwide library facilities, in consultation with the UC Provost/EVP.
- Ensure effective and efficient management of systemwide facilities as UC's shared, economical, common goods.
- Advise the UC Provost/EVP and campus administrators regarding issues related to systemwide library facilities.
- Inform and advise the Systemwide Library and Scholarly Information Advisory Committee (SLASIAC) and the Academic Senate University Committee on Libraries and Scholarly Communication (UCOLASC) regarding the systemwide library facilities in the context of overall systemwide library strategic plans and policies.
- Strategically oversee and annually endorse the total operating budget for the systemwide library facilities, any budget augmentation requests that may be advanced, and implementation of the budget for each site. This budgeting work will advance the systemwide benefit of these facilities.

- Hold primary communication responsibilities regarding the SLFs and SLF budget, to establish shared awareness and understanding, within and outside of the libraries, of any potential systemwide service implications stemming from the budget.
- Oversee the effective coordination and integration of the functions, services, and operations of systemwide library facilities with overall UC Libraries' strategies and priorities and reflecting the operations of the UC campus libraries.
- Assess the future needs for systemwide library facilities (including expansion of existing facilities), in the context of systemwide needs, campus library facility capacities and plans, and the existing or anticipated strategic or operational needs of the UC Libraries and campus library programs.
- In partnership with the systemwide library facility leaders (the regional directors currently; the systemwide director once hired), and under the advisement of the UC vice provost (UC VP) and UC Provost/EVP), propose capital development plans (e.g., for new facilities, modules and capital improvements to existing facilities) to address the needs of the University, for submission to the UC Office of the President; capital improvements and deferred maintenance work should be coordinated with the Office of the President and the facilities' host campus, regarding implementation of those plans.
- In partnership with SLF leadership (regional directors currently; the systemwide director once hired), consult with UC leadership on core systemwide strategy, including direct engagement with the UC VP, as a representative of the UC Provost/EVP, and the UC VP's office.
- Regularly report to the UC VP and Provost/EVP on the systemwide library facilities, e.g., in a standing annual report.

To support this work, the SLFB will establish such standing (ongoing) and ad hoc (time-bound) subcommittees and task groups as may be necessary for the effective planning, oversight and operation of the systemwide library facilities. Initially, these will include a time-bound group or groups to facilitate transitioning the facilities from regional to systemwide services, and a standing budget committee. The SLF budget subcommittee will meet regularly with SLF leadership (regional directors currently; the systemwide director once hired) to partner on overseeing, monitoring, presenting on and advocating for the SLF budget. Subcommittees and task groups will be composed of SLFB members, SLF operations experts and other experts as needed, and will report to the full board.

By MOUs signed by the Office of the President and the Offices of the UC Berkeley and UCLA Chancellors in 1994, the NRLF (SLF-North) reports administratively to UC Berkeley, and the SRLF (SLF-South) reports administratively to UCLA. The administrative responsibilities outlined in these 1994 agreements will stand until the agreements reflected in the phase 2 recommendations are formalized in a new agreement. The operating budgets are provided by those campuses and the UC Office of the President. The operating staff, responsible for operations management and carrying out the systemwide policies governing the RLFs, are employees of UC Berkeley and UCLA, respectively.

## **MEMBERSHIP**

The Board shall consist of the following voting members:

- Each UC university librarian, ex officio.
- The Associate Vice Provost and Executive Director of the California Digital Library (CDL), ex officio.

- A representative of the faculty, appointed by the UC Provost/EVP for a two-year term to run concurrently with the SLFB chair term from a slate of nominees provided by the Academic Council and eligible for a two-year renewal.
- A representative of the Librarians' Association of the University of California (LAUC), appointed by the Provost for a two-year term to run concurrently with the SLFB chair term from a slate of nominees provided by the LAUC executive committee.

Non-voting members include the directors of the Systemwide Library Facility-South and Systemwide Library Facility-North (ex officio), and the CDL shared print assistant director (ex officio).

Once appointed (likely in 2025/26), the Systemwide Library Facilities Director will be a non-voting ex-officio member, as will be the SLF-South and SLF-North Operations Managers (SLF-South and SLF-North Operations Managers will replace the current, regional directors). In the meantime, the directors of SLF-South and SLF-North will continue to join the Committee as non-voting ex-officio members

The SLFB Steering Committee, which consists of the SLFB chair, vice chair, SLF-South and -North directors, shared print assistant director and systemwide library planning senior analyst, is convened by the board’s chair to carry out planning and coordination in support of SLFB discussion and decision-making.

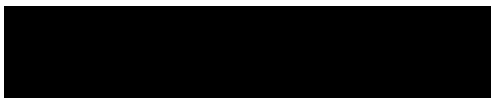
The Board shall be chaired by a university librarian (UL) from a UC campus for a two-year term, the first year as vice chair and the second as chair. Those interested in serving as the vice-chair / chair-elect can self-nominate; alternatively, a nominee is identified by the SLFB Steering Committee in consultation with the Council of University Librarians (CoUL) Steering Committee. The SLFB Steering Committee proposes the nominee to the board, to confirm that the appointment should be recommended to the UC Provost/EVP. The vice-chair / chair appointment is subject to the approval of the UC Provost/EVP.

Staff and budgetary support for the Board's operations will be provided by the shared library facilities. Additional administrative and analytical support for the committee will be provided by the CDL's systemwide library analyst as staff to the committee.

This charge will be reviewed by the board every five years for refinements and to ensure continued alignment with the University and UC Libraries’ priorities and goals; more frequent charge review and revisions will be carried out as needed. Final approval of the SLFB charge is held by the UC Provost.

**Approved by CoUL on December 20, 2024**  
**Approved by SLFB on December 20, 2024**

Approved by:



Katherine S. Newman, Ph.D.  
Provost and  
Executive Vice President for Academic Affairs



Date