

Systemwide Library Facilities Board (SLFB)

Meeting Details

Date: 09/23/2025

Time: 09:00 - 11:00

Chair: Athena N. Jackson (UCLA)

Note Taker: Anna Striker

Zoom: <https://ucop.zoom.us/j/5109879463> (+1 408 638 0968 ---- Meeting ID: 510 987 9463)

Members in attendance:

M. Elizabeth Cowell (UCSC)

Bill Garrity (UCD)

Todd Grappone (UCSB)

Athena N. Jackson (UCLA)

Haipeng Li (UCM)

Tiffany Moxham (UCR, interim)

Erik Mitchell (UCSD)

Chris Shaffer (UCSF)

Lorelei Tanji (UCI)

Günter Waibel (CDL)

Suzanne Wones (UCB)

Audra Eagle Yun (UCI, LAUC)

Maria DePrano (UCM, Senate)

Micquel Little (UCSF, DOC Chair)

Alison Wohlers (Shared Print)

Tim Converse (SLF-N)

Carlo Medina (SLF-S)

Guests:

- Jo Anne Newyear Ramirez (UCB; SLF director search committee chair)
- Roger Smith (UCSD; Systemwide Persistent Deposits Strategy (SPDS) Working Group co-convener)

Staff:

- Danielle Watters Westbrook
- Anna Striker

Agenda & Minutes

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
1	Welcome	Open	9:00	00:05	Athena		<ul style="list-style-type: none"> - Welcome Todd, UCSB UL - Welcome Audra, LAUC representative - Welcome Tiffany, interim UCR UL - Welcome Micquel, DOC chair

Discussion notes:

SLFB Chair Athena N. Jackson opened the meeting with a welcome to new members Todd Grappone, Audra Eagle Yun, Tiffany Moxham, and Micquel Little.

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
2	Standing updates: SLF-N, SLF-S and Shared Print	Open	–	–	Alison, Carlo, Tim	General SLF-N, SLF-S and Shared Print Updates	<p><i>Please note:</i> Written updates only; no meeting time assigned. Please send questions to the SLFB listserv.</p> <p>Please also note that this update includes information on a recent change in UCB’s circulation policy for 19th century books. This may be a future discussion item for SLFB.</p>

Discussion notes:

No discussion; please share any questions or comments on the SLFB listserv.

Post-meeting update: The HathiTrust budget, including investment in the CDL, WEST, HT pilot to expand AGUA to include monograph commitments has been approved. Planning for the pilot is beginning this fall with development work expected to begin in the new calendar year.

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
3	SLF Director search: Update	Open	9:05	00:05	Suzanne, Jo Anne		Brief informational update.

Discussion notes:

UCB AUL for Scholarly Resources and SLF director search committee chair Jo Anne Newyear Ramirez provided a brief update on recruitment progress. Interviews with finalist candidates concluded earlier this month, and the search committee has developed recommendations for consideration in the final selection decision. UCB anticipates being able to extend an offer in the very near future.

Jo Anne extended the search committee’s thanks to SLFB for participating in the interview process and for providing feedback on each candidate.

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
4	SLF MOU update	Open	9:10	00:10	Danielle	Memo: Update on the new Systemwide Library Facilities memorandum of understanding	Opportunity for questions. Due to time constraints, Danielle may answer questions via email after the meeting.

Discussion notes:

Progress continues developing a new memorandum of understanding to cover the Systemwide Library Facilities (SLF). This MOU is between UCB, UCLA and UCOP, and documents at a high level evergreen budget and operational responsibilities of the three parties, as well as the principles that shape this systemwide service. The content of the MOU codifies the current status of the SLF coming out of the phase II recommendations.

SLFB will have an opportunity to review the MOU before it is signed; signatories will consider how to incorporate any feedback that is received as part of this process.

UCB and UCLA are also developing a separate and parallel MOU to document the relationship between the two host campuses. Suzanne and Athena plan to consult SLFB on the contents of this MOU, as key stakeholders to the systemwide service.

Action items:

- **ACTION:** SLFB members are invited to share any additional questions via the SLFB listserv

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
5	Strategic SLF Allocation Methodology consultation	Open	9:20	00:30	Anna, Alison, Roger	SLF Strategic Allocation Methodology Task Force Scoping	Requested action: Identify priority workstreams for the Strategic SLF Allocation Methodology Task Force to take up in the near term.

Presentation slide deck: <https://ucsf.box.com/s/je2m3zi115r2a5wnfj5evgou0jc15yl9>

Discussion notes:

SLFB members discussed the strategic value of each proposed workstream, including the value of starting work immediately versus delaying action until the SLF director is on board to implement their strategic vision for SLF space and services.

Each proposed workstream will lay foundations for further strategic changes to the systemwide philosophy underpinning SLF collections, operations and services. SLFB members identified Workstream 1 (Revising how the annual campus deposit allocation is calculated and distributed) as critical to addressing historic imbalances in the SLF allocation methodology and preparing for the southern facility reaching capacity in the next few years; Workstream 2 (Opportunities for a sustainable, centralized analysis) was flagged as foundational for future work developing a more coordinated, systemwide approach to building the collective collection in the SLF. Workstream 3 (exploring use of deposit allocations for non-persistent collections) and Workstream 4 (Necessary policy updates to address campus and SLF staff workloads) are also priorities, but will benefit from the SLF director’s vision and guidance.

Action/decision items:

DECISION: Workstream 1 and Workstream 2 are prioritized for immediate development; Workstream 3 and Workstream 4 are on hold, and will be taken up after the SLF director is on board and able to provide strategic guidance.

- **ACTION:** Anna and Alison will draft a charge focused on workstreams 1 and 2, circulate to relevant groups for feedback, then circulate to SLFB via the listserv for endorsement

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
6	Cross-regional Deposits consultation	Open	10:00	00:20	Tim, Carlo	Cross-regional deposits working group - Progress report	Mid-goal progress update; opportunity for discussion and questions. Requested action: Provide input on perceived gaps; provide guidance on priority areas for further investigation (if any).

Discussion notes:

SLFB members discussed the need to align the services offered to host and non-host campuses, to reflect the new systemwide nature of the facilities and their operations strategy. Members noted that development of a coordinated approach to shipping logistics is a key action to support increased cross-regional deposits in the near term, while also flagging the potential challenges in the current budget environment.

SLFB expressed their appreciation to the group for surfacing work practices at the two facilities that need to be brought into alignment, and for the consideration being given to potential impacts on host and non-host campuses alike. The board supports further exploration of shipping logistics solutions as a next step, to continue progress implementing cross-regional deposits.

Action/decision items:

- **ACTION:** The Cross-regional Deposits Working Group will include a recommendation for next steps exploring shipping logistics solutions as part of their final report, for SLFB review in December.

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
7	SLFB Budget Subcommittee	Open	10:20	00:10	Athena		Informational update.

Discussion notes:

SLFB received a brief update on the SLFB Budget Subcommittee, which is expected to form in October. During this interim period, as the subcommittee develops its practices, SLFB may be engaged directly on developing and submitting a budget report/request for the coming fiscal year (FY2026/27). In future years, the subcommittee is expected to develop the report, for SLFB review and endorsement.

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
8	FY2025/26 SLF operations budget update	Open	10:30	00:15	Athena, Suzanne		Informational update.

Discussion notes:

SLFB received a brief update on UCB and UCLA work aligning budgeting practices for the two SLF locations, and measures that are being taken to clearly delineate the SLF budget and budgeting practices from campus budgets and practices.

The board discussed strategies for enhanced advocacy for the SLF budget at the systemwide level, leveraging existing systemwide groups (e.g., the Systemwide Library and Scholarly Information Advisory Committee [SLASIAC]) and standing meetings (e.g., the standing meeting between the CoUL chair and the UC vice provost). The board also discussed timelines and engagement strategies specific to the FY2026/27 SLF budget report, which will respond to the current systemwide UC budget environment.

Action/decision items:

- **ACTION:** Anna and Danielle (SLASIAC staff) will submit a request to the SLASIAC Steering Committee to establish a standing SLFB chair update to SLASIAC, to support ongoing direct engagement.

Item no.	Title	Closed / Open	Time	Duration	Responsible	Documents	Notes
9	Capital improvements - Capital Improvements Inventory Project Team update - Parallel UCOP work with host campuses	Open	10:45	00:15	Anna, Günter		Informational updates.

Discussion notes:

The UC vice provost and UCOP Operations have initiated a holistic review of all capital obligations within or related to the vice provost’s portfolio, including the SLF. UCOP Operations has begun work understanding capital improvement and deferred maintenance needs at both SLF locations, and is planning to develop a comprehensive inventory of all current and future needs.

The SLFB Capital Improvements Inventory Project Team has reached out to UCOP to coordinate SLFB’s activities with those currently underway in UCOP Operations. How these two entities work together on this immediate task and moving forward is expected to be determined this fall.