

Collection Strategies Common Knowledge Group Charter

1. Summary and Scope of Work

This CKG is a group of library staff members from across the UC system with a vested interest in broad and persistent challenges and opportunities around collection development, assessment, and management. While some librarians may have formal titles relating to collection strategies, the membership is not be limited to those in these roles but encourages broad participation from staff involved in collection development in all subject areas and formats, and those with a vested interest in collections work that extends across intra- and inter-library silos. This CKG will foster opportunities for intercampus collaboration and a shared body of knowledge regarding our collections at the broadest and deepest levels.

This CKG communicates with and supports the UCL Advisory Structure but does not make system-wide policy decisions, manage projects or project teams, or oversee ongoing services.

This CKG provides a forum to share campus-based strategic collections projects and practices on small and large scales and spanning both short and long terms. It will also serve as a springboard for collaborative projects among UC Libraries and a discussion forum for trends members identify in the greater academic library landscape.

The work of this CKG has the potential to support all of the UC Libraries' long term goals to enrich the system-wide library collection; maximize discovery of and access to information resources; optimize and develop shared services for operational efficiency and maximal expertise; and expand engagement in scholarly communication, all in keeping with our [vision](#) and mission. The CKG will also support the latest systemwide plans and priorities by identifying opportunities for strategic collection analysis and management in the SILS environment, and sharing broad-based projects and priorities for improving collection development and discovery through an EDI lens.

2. Key Expectations

This CKG will:

- Discuss current and planned initiatives across the UC library system.
- Gather and share information about the environment, opportunities, new technologies, best practices, and local campus developments within the knowledge areas of collection strategies, assessment, discovery, and development.
- Provide input and information to other UC Libraries groups, such as SCLG, DOC, and CoUL, as requested.
- Conceive and advance innovative ideas and improvements relevant to the UC Libraries' Systemwide Plan and Priorities.
- Perform any other responsibilities as deemed needed to support collection strategies within the limits of the guidelines.

3. Membership and Terms of Appointment

Membership is open to all levels of staff interested in strategic collection issues in UC Libraries. To seek membership, interested parties must contact the Collection Strategies co-conveners via email. The group aims to encompass library staff members representing the 10 UC campuses and CDL.

Committed members include:

Becky Imamoto (UCI)

Megan Rosenbloom (UCLA)

Carla Arbagey (UCR)

Michele Potter (UCR)

Erika Quintana (UCR)

Marisol Ramos (UCSB) - co-convener

Selena Chau (UCSB)

This CKG will follow the co-convener model, where two co-conveners will be elected annually from among the membership. The inaugural co-convener positions will serve for a 2 year term and then will be open to volunteers for changing on an annual basis. A call for nominations and elections will be conducted in Spring/Summer, so that incoming co-conveners will start at the beginning of July.

4. Communication and Meetings

This CKG's communication responsibilities are to:

- Maintain an email list for use by the CKG; CKGs with open membership will maintain lists open to all interested UC Libraries staff.
- Post and maintain a historical record of meeting minutes and reports, accessible to all interested UC Libraries staff.
- Ideas for new projects – including surveys – must be presented to DOC for approval through the UCLA's Project Proposal Template.
- This CKG will communicate regularly through these forums: Email listserv via Google Group mailing list, a Google Shared Drive to host all CKG documentation, including CKG charge, agendas, and procedures.