

Date: April 29, 2026

To: Jessica DeShazo, Chair Academic Senate

From: Azalea Camacho, Educational Policy Committee Chair

Copies: G. Menezes; W. Cwir; K. Howard; B. Winokur; C. Bowen; L. Terrones; C. Rodriguez; R. Roquemore; C. Pugh

Subject: **EPC Memo 25-01 Proposed Policy Modifications: Library Subcommittee - Chapter II of the Faculty Handbook**

On September 24, 2025, the Educational Policy Committee (EPC) reviewed and approved proposed modifications to the Library Subcommittee charge. This approval was preceded by a period of review during which the Library Subcommittee addressed specific recommendations issued by EPC on October 4, 2023. EPC's recommendations primarily focused on defining the role of the subcommittee in terms of advocacy and addressing potential overlap with the Academic Information Resource Subcommittee (AIRS) charge. The Library Subcommittee addressed EPC's recommendations and consulted with AIRS regarding the proposed modifications.

The Library Subcommittee expressed that over the past 20 years, the role of the University Library has evolved from traditional collection building into an active partner that supports student success, faculty excellence, and creative activities. The library is service-oriented and user-centered, which facilitates pedagogy and innovation through learner-centered services. The library is shifting its collection strategies toward collection as a service model, prioritizing electronic resources and on-demand services to meet the immediate needs of the campus community. The library has made concerted efforts implementing library systems and technologies to meet the needs of changing teaching and learning styles that are increasingly becoming more social, and intensively technology-enabled as well as the management, discovery and preservation of digital information. The library also actively curates content created on campus and within local communities, making these resources available to the campus community. In collaboration with instructional faculty, librarians have developed learning outcomes and tools to infuse information literacy into the curriculum, preparing students to be lifelong learners and global citizens. The library also collaborates with campus partners to advance intellectual discovery and foster career readiness. By serving as both a social and intellectual hub, the library provides a vital physical and digital environment for collaborative research and community engagement.

The University Library is central in the Cal State LA's mission of cultivating and amplifying our students' unique talents, diversifying life experiences, and intellect through engaged teaching, learning, scholarship, research, and public services. The modifications to the subcommittee charge will allow the committee to

better support, expand, and advance the role of the library as a service provider and campus partner.

Proposed modifications to the Library Subcommittee charge are as follows:

Lines 8-11: Replaced an inexplicit and unclear sentence with specific details that better represent the committee's responsibilities including advising and reviewing the University Library's role as a service provider and partner to support learning, pedagogies, research, scholarship, and creative activities.

Lines 13-17: Expanded the subcommittee responsibilities in reviewing the allocations of funds for not only the purchasing of books but also licensing and purchasing access and ownership to other resources including software, electronic journals, databases, and other electronic information resources.

Lines 18-22: Added explicit details to the subcommittee charge of reviewing the transformation of library facilities and services. Added more details to clarify the subcommittee responsibilities and explicit goals of library transformation plans.

Lines 23-26: Replaced an inexplicit and vague charge with specific details that better represent the committee responsibilities. Added more details to clarify the subcommittee responsibilities in reviewing and making recommendations related to the academic use of library resources. The University Library has an effective Library Liaison Program that includes Library Faculty who serve as liaison to all academic departments and instructional faculty. Thus, this role was removed from the charge of the Library Subcommittee.

Lines 27-30: Added a new responsibility to the Library Subcommittee charge.

Lines 31-33: Added a new responsibility to the Library Subcommittee charge with focus on policies that support open-access and scholarly communication as well as uphold intellectual property, copyright, and fair use.

Lines 34-36: Added a new responsibility to the Library Subcommittee charge.

Lines 45-51: Changed the number student members of the subcommittee from one to two. One of the student members must be an undergraduate student and the other student should be an enrolled classified graduate or postbaccalaureate credential student.

Line 48: The undergraduate member of the committee does not need to be an upper-division. Removed the term "upper division".

Line 54-55: Added the "Dean of the University Library or Designee who serves ex-official, non-voting."

Line 60: Removed "quarter" since the quarter system has changed to semester system.

Line 66: Removed "quarter" since the quarter system has changed to semester system.

1 **The Library Subcommittee**

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3 (Senate: 1/5/82, 3/6/90, 5/20/03; President: 1/18/82, 4/5/90, 9/5/03; Editorial
4 Amendment: 9/00, 2 11/07, 1/27/16 [EA])

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6 **Charge.** The Library Subcommittee has the following responsibilities:

7 1. To consider all matters of mutual concern to the standing committee and to the
8 Library. TO ADVISE ON HOW TO ENHANCE THE LIBRARY'S ROLE AS THE
9 CAMPUS HUB FOR PROVIDING LEARNER-CENTERED SERVICES AND
10 SPACES THAT FACILITATE AND SUPPORT LEARNING, PEDAGOGIES,
11 RESEARCH, SCHOLARSHIP, AND CREATIVE ACTIVITIES AND
12 INNOVATION.

13 2. To review proposed allocations of funds for the purchase of books, periodicals and
14 other print and non-print materials, LICENSING AND PURCHASING ACCESS
15 AND OWNERSHIP TO RESOURCES SO AS TO SUPPORT SCHOLARSHIP,
16 RESEARCH AND CREATIVE ACTIVITIES, INCLUDING PRINT MATERIAL,
17 SOFTWARE, ELECTRONIC JOURNALS, DATABASES, DIGITAL DATA AND
18 OTHER ELECTRONIC INFORMATION RESOURCES.

19 3. To review plans for THE expansion and improvement RENOVATION AND
20 ENHANCEMENT of Library facilities and THE ADDITION OF NEW LIBRARY
21 services, THAT SUPPORT STUDENT SUCCESS AND MEET THE TEACHING,
22 LEARNING, RESEARCH AND COMMUNITY ENGAGEMENT NEEDS OF THE
23 CAMPUS COMMUNITY.

24 4. To serve as liaisons among instructional and Library faculty. TO REVIEW,
25 DISCUSS AND MAKE RECOMMENDATIONS CONCERNING EMERGING
26 TECHNOLOGIES THAT SUPPORT THE MANAGEMENT, DISCOVERY AND
27 PRESERVATION OF LIBRARY INFORMATION RESOURCES.

28 5. TO REVIEW AND PROVIDE GUIDANCE ON THE INTEGRATION OF
29 INFORMATION, DIGITAL, MEDIA, AND ARTIFICIAL INTELLIGENCE (AI)
30 LITERACY INTO THE CURRICULUM; AND THE ROLE OF THE UNIVERSITY
31 LIBRARY IN THE DELIVERY OF ESTABLISHED LEARNING OUTCOMES.

32 6. TO RECOMMEND POLICIES THAT SUPPORT OPEN ACCESS AND
33 SCHOLARLY COMMUNICATION AS WELL AS UPHOLD INTELLECTUAL
34 PROPERTY, COPYRIGHT AND FAIR USE.

35 7. PROVIDE A FORUM FOR FACULTY INPUT ON INNOVATIVE LIBRARY
36 INITIATIVES AND HOW THEY SUPPORT OR INFORM EDUCATIONAL
37 POLICIES AND PRACTICES.

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39 **Membership.** The membership of this subcommittee shall be composed of the
40 following:

41 1. One member from each college elected for staggered three-year terms according to
42 procedures approved by a majority vote of the college faculty. Alternate members
43 shall also be elected by these procedures. Faculty in the Library and Student Affairs
44 are considered the same as a college for this purpose.

45 2. One liaison member selected annually by the Educational Policy Committee from
46 its own membership.

47 3. One TWO STUDENTS TO BE selected annually by the Board of Directors of the
48 Associated Students, Inc. ONE OF THE STUDENT MEMBERS MUST BE AN
49 UNDERGRADUATE STUDENT AND THE OTHER STUDENT SHOULD BE AN
50 ENROLLED upper division, classified graduate or postbaccalaureate credential
51 student. The criteria for the student members are the same as those specified for
52 student members of the Academic Senate (Constitution of the Faculty, Section h,
53 Appendix C of the Faculty Handbook).

54 4. The Provost and Vice President for Academic Affairs or designee who serves ex
55 officio as executive secretary, non-voting.

56 5. THE DEAN OF THE LIBRARY OR DESIGNEE WHO SERVES EX OFFICIO,
57 NON-VOTING.

58 **Quorum.** A quorum shall be a majority of the voting members of the subcommittee.
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60 **Officers and Duties.**

61 1. The officers of this subcommittee are chair and vice chair who shall be elected
62 annually at the last meeting of the spring quarter TERM by the members of the
63 following year's subcommittee.
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65 2. The chair shall call regularly scheduled meetings of the subcommittee and shall set
66 the agenda.

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68 3. The chair shall determine by the second week of the spring quarter TERM the
69 faculty replacement needs for the following year and shall so notify the standing
70 committee chair.

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72 **Meeting Time.** The Library Subcommittee meets the second and fourth Thursdays of
73 the month from 10:50 a.m. to 12:05 p.m.