

Middle Eastern Studies Common Knowledge Group Charter

1. **Summary and Scope of Work**

This CKG is a standing group of experts and pioneers in the area of Middle Eastern Studies. This CKG communicates with and provides support to the UC Libraries Advisory Structure but does not make systemwide policy decisions, manage projects or project teams, or oversee ongoing services.

The Middle Eastern Studies CKG encourages communication amongst librarians who regularly deal with the Middle East to help coordinate evaluation, purchasing, and licensing of current and emerging forms of resources needed to support the performance, scholarship, and teaching of Middle Eastern Studies at the University of California.

2. **Key Expectations**

This CKG will:

- Gather and share information about the environment, opportunities, new technologies, best practices, and local campus developments within Middle Eastern Studies.
- Provide input and information to other UC Libraries groups as requested.
- Conceive and advance innovative ideas and improvements relevant to the UC Libraries' Systemwide Plan and Priorities.
- Advise on systemwide licensing or purchasing of new Middle Eastern Studies resources, for cross-campus use and sharing.
- Develop workflows and collaborate on building shareable Middle Eastern Studies collections.

3. **Membership and Terms of Appointment**

List of Current Members

- David Hirsch (chair) UCLA
- Sam Dunlap UC San Diego
- Becky Imamoto UC Irvine
- Rhonda Neugebauer UC Riverside
- Adam Siegel UC Davis
- Meryle Gaston (On recall)- UC Santa Barbara
- John Eilts-Stanford University
- Berkeley Representative to be identified

(Others may be added)

The chair of the Middle Eastern Studies shall serve for 2 years, with their term beginning with the new fiscal year. Chairs will be selected by a majority vote of the current members of the group. Chairs may succeed themselves.

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.

This CKG will communicate regularly through these forums

- Listserv: calmideast@lists.stanford.edu. Anyone who wants to join should contact John Elits.
- Wiki site: will use the workspace provided by UC CKG.