Present: Allison, Brown, Bussmann, Ferry, Gelfand, C. Johnson, Kjaer, Lin, Manaka, Peterman, Sisson

Recorder: Lin

1. Agenda review

2. Approve minutes: LAUC-I ExBd minutes for October 25, 2010 - Minutes approved 11:06AM

3. Announcements - Ferry
   a. Management Forum – LAUC-I will be represented in the newly formed Management Forum
   b. Meeting with UL – Ferry will meet with Lowell this afternoon
      i. Some questions were suggested to Ferry from LAUC-I members:
         1. Will there be an acting UL or will we begin the new hire process for the replacement UL?
         2. Will there continue to be LAUC-I representation after Lowell leaves UCI?
         3. What is the timeline for the reinvigoration plan? When will the implementation take place?
         4. How will the university reviews be conducted?
         5. How should we respond to the Management Forum meetings?
         6. Will there be an immediate replacement for Deb Sundays’ position?
   c. Statewide LAUC Opinions page.
      i. This would be an possible place to post LAUC opinions
      ii. It hasn’t been used since 2005
      iii. We may suggest reviving the LAUC Opinions page depending on where we want to post our future LAUC opinions
   d. LUAC-I did not host a fund drive this year or last year.

4. Budget Update - Manaka
a. LAUC-I General Fund Balance as of October 31, 2010 is $5,338.33
b. LAUC-I Program Fund Balance is $5,687.55

5. Committee Updates

a. Academic Librarianship Committee – Johnson
   i. C. Johnson sent report for distinguished library status and this may be posted in
      the public documents of the LAUC-I website
   ii. Distinguished Status project may be finalized by the end of January
   iii. Could we post our Distinguished Status report to the statewide LAUC Executive
        Board wiki?
   
   Action Item – Ferry will find out if other statewide reports are on the LAUC website
   iv. Upcoming Mentoring Program Meeting will be set for sometime in January

b. Library Review Committee – Sisson
   i. No report at this time.
   ii. LRC starting to ramp up in February 2011
   iii. LRC is possibly interested in finding out how review process in conducted in
        other campuses and the differences between the campuses.

c. Nominations Committee – Peterman
   i. Kane, Woo, and Smyth volunteered to be on the Nominations committee
   ii. The upcoming nominations committee wants to be mindful of diversity issues
        and to make sure that all interests are fairly balanced in the library (gender,
        library departments, etc.)
   iii. With the recent budget cuts and staff cuts we only have a total of 32 librarians
        to fill vacancies and some are doubling up on positions
   iv. We need to talk about that potential to change the bylaws
   v. Makeup on the nominations of the committee - 2 year appointment
Action Item: January 24, 2011 – Peterman will inform LAUC-I of positions that need to be filled.

d. Professional Development Committee – Allison/Tomren
   i. Peterman met with PDC about starting LAUC-I writing support group.
   ii. Wikipage created for the new writing support group
   iii. The goal of the new writing support group is to improve writing for LAUC-I members and also inform LAUC-I members of the resources available such as Design Services
   iv. Sisson suggested creating an electronic library of writings from UCI authors for previous publications
   v. PDC will work with program committee to put together an upcoming writing support group
   vi. Writing Workshop date forthcoming
   vii. Another possible goal is to encourage LAUC-I members to contribute to e-scholarship

Action Plan: Allison will clarify lead time with Design Services for LAUC-I members and also double-check to make sure librarians can take advantage of Design Services.

e. Program Committee – Kjaer/McEwan
   i. Lunch with LAUC-I will be held on February 1, 2011 and will include a discussion on five minutes talks on conference updates.
   ii. UCI Faculty Speaker Series – the PC is looking into inviting three UCI faculty members to talk about their research. If other people have ideas for potential speakers

6. Online Instruction Pilot letter – All
   a. Responses for the Online Instruction Pilot letter due to Ferry at the end of today.
b. Peterman commented on the letter’s section on library related financial staff and financial impacts. There is nothing very specific about financial impacts, staff impacts, and resource impacts.

c. Providing references services for Online Instruction – It is still unclear how library reference services will be implemented for the Online Instruction Pilot

i. For example, how will the library provide online reference, especially for the 24/7 online chat reference model? Will we staff UC librarians to answer their questions or will be hire paraprofessionals? What is happening statewide with this issue?

ii. Will UC libraries be required to spent more money for the consortia 24/7 reference chat service?

iii. Currently we are unable to dedicate staff to meet the 24/7 demands of the Online Instruction Pilot

Action Item – KF will make minor revisions to the language of the letter to make it more persuasive.

d. Many different UC systemwide committees are a part of the Online Instruction Pilot effort.

7. Web Manager Update – Bussmann

a. Bussmann will meet with Davis to come up with the new categories for LAUC-I sites

i. Many of the HR documents are already in Library HR site.

ii. Right now we are in the organizing stage of the project

iii. Archiving LAUC-I Electronic Documents discussion is forthcoming

8. LAUC Census Update – Bussmann

a. LUAC census – Nine UC campus responded

i. Numbers vary widely. There’s on by campus.

ii. Bussmann and Gelfand will examine the LAUC Census and pull out the issues that pertain to LAUC-I

iii. Interesting Fact: We have the largest number of committees out of any UC library.
Action Item: Bussmann will distribute LAUC census report to LAUC-I members

iv. We might be able to review the LAUC Census at the next LAUC-I Exec Meeting

v. How will we share the info with the statewide LAUC and share the results.

vi. Every campus does things a little differently and we can learn how to revise our structure by looking at the statistics

vii. We need to look at our organization and see how we do things

Action Item: LAUC-I Census will be a discussion topic for the next LAUC-I Executive Board meeting.

9. Should we use LAUC-I money to send more delegates to the Assembly? How many? How to decide? – All

Action Item: KF will send email to see how many LAUC-I members want to go to upcoming UCSB assembly?

a. There is still some uncertainty of how leftover fund can be used to fund other professional conferences

b. Brown commented that LAUC-I cannot use the funds as we wish as there is are limitations placed on how we can use the funds that are allocated to us.

c. Will LAUC continue to have a single assembly or will we return to having two assemblies?

10. Meeting adjourned – 12 Noon

Important Dates

- 1/24 11am-12pm LAUC-I Executive Board Meeting – LL 110