MINUTES
LAUC-I General Membership Meeting
Monday, July 16, 2012 * 10:30am – 12:00pm * ASL 104

Present: Buckley, Annette; Christopher, Thomas; Gelfand, Julia; Glowinski, Patricia; Harvey, Katherine; Johnson, Cynthia; Kjaer, Katheryn; Manaka, Pauline (Chair); McEwan, Carole (Secretary); Ruminson, Kevin; Tanji, Lorelei; Williams, Brian; Wimer, Jessica; Woo, Christina; Yun, Audra

1. Agenda review.

2. Approve minutes: LAUC-I General Membership from May 21, 2012 – Minutes approved after corrections made.

3. News/Announcements – Chair Manaka
   a. Welcome to new Metadata & Digital Resources Librarian, Shu Liu and new Business Librarian, Annette Buckley.
   b. LAUC-I Program: “The Future of UC Librarianship: a discussion” on Thursday, July 26, 2012, from, 10:00 – 11:30 in ASL 102. This is the UCI meeting in a series of campus meetings on this topic recommended by the LAUC Committee on Professional Governance. Other campuses’ discussions are available on the LAUC blog: http://lauassembly.blogspot.com/ and at http://sites.uci.edu/lauci/2012/06/21/future-of-the-uc-librarianship-a-discussion/
   c. Interim LAUC-I webmaster after Jeffra Bussmann’s departure – IT has agreed that Chloe Lerit can give assistance until the next LAUC-I Executive Board meets and decides.
   d. Call to serve on UCI Academic Senate Committees – There are several appointments ending in 2012 and several people have left UCI. (See: http://lauci.lib.uci.edu/1112/roster.php). New appointments will be made by the new LAUC-I Executive Board in fall 2012.

ACTION: Inform the Incoming Chair Andrews, if you are interest in serving on any Academic Senate Committee.

4. LAUC-I Budget – Chair Manaka for Vice Chair Andrews. No funds are left in the budget.

5. Budget/HR update – Acting AUL for Administrative Services, Kevin Ruminson
   a. Any Librarians interested in a group booking to this summer’s New Swan Shakespeare plays, please respond to Kevin’s email.
   b. Good year for Librarian recruitment as all position were filled.
      i. The next recruitment is at the end of August for Research Librarian for Health Sciences.
   c. State budget matters:
      i. Proposal to buy back next year the 6% increase in student tuition this year.
      ii. Board of Regents stated that if the November tax initiative fails, they may increase tuition 20%.
      iii. Keep updated – any of a wide range of possibilities could occur with the budget
6. LAUC-I Ad Hoc committees updates – 20 min
   a. By-Laws Revision – 10 min Committee Chair Kjaer
      i. The committee completed the By-Laws review, submitted their recommended revisions to the LAUC-I Executive Board and the LAUC Committee on Professional Governance. They are ready to be submitted to the LAUC-I membership for approval.
      ii. See revisions at http://lauci.lib.uci.edu/membership.php
      iii. Membership will vote to accept all of the complete revisions or none of them by electronic ballot within 10 days of this meeting.
      iv. The revisions will be passed by “a majority of the votes cast”.
      v. If approved, the revised By-Laws will be mounted on the web and will take effect in fall 2012.
      vi. Committee also recommends that a Procedures Handbook be created for specific procedures, since the By-Laws provide only a general framework.

ACTION: Vote for the By-Law revisions within 10 days.

b. Archives – Co-Committee Chair Yun
   i. Agree with By-Laws Committee about need for Procedures Handbook and have begun to draft templates for reports which can now be used for end of the year reporting.
   ii. Audra and Dana will continue next year as Co-Committee Chairs, and anyone interested in joining should see one of them.

ACTION: Let Audra or Dana know if you are interested in serving on Ad Hoc Archives committee.

   iii. Second year goals - 1) to evaluate how things are going into the web site to become part of the archives (beta testing) 2) to determine how the web manager’s position fits with the archival functions 3) to possibly set up a committee to create the Procedures Handbook.

7. LAUC-I Annual reports -- Chair Manaka. This year’s reports are due at the end of August and the templates should be used: http://lauci.lib.uci.edu/procedures.php. Note that Academic Senate Committees will need to include their charge and the committee’s relevance to the library. Privacy requirements will be recognized and should be noted when applicable.

8. Adjourned: 12:34 pm

Next Meeting:
To Be Announced