MINUTES
LAUC-I General Membership Meeting
Monday, December 3, 2012 * 11:30 am – 1:00 pm * ASL 104

Present: Danielle Kane, Christopher Thomas, Bethany Harris, Vicki Grahame, Brian Williams, Kristin Andrews, Christina Woo, Kevin Ruminson, Katherine Harvey, Colby Riggs, Mitchell Brown, Kathryn Kjaer (recorder), Annette Buckley, Shu Liu, Dana Peterman, Audra Eagle Yun, Pauline Manaka, Ellen Augustiniak, Christina Tsou, Cynthia Johnson, John Sisson, Dan Tsang, Sheila Smyth, Cathy Palmer

1. Agenda review

2. The Minutes from the LAUC-I General Membership Meeting, July 16, 2012, were approved with minor changes.

3. News/Announcements (Andrews)
   a. The Chair welcomed and introduced 2 new LAUC-I members:
      i. Bethany Harris, Research Librarian for Health Sciences
      ii. Christina Tsou, Research Law Librarian for Faculty Services
   b. The Chair explained that Cathy Palmer, Member-at-Large has created a document “Expense and Reimbursement Procedures.” It is posted on the LAUC-I wiki at https://wiki.oit.uci.edu/download/attachments/423493853/Refreshments_Final-11.7.12.docx?version=1&modificationDate=1354557384000
      These guidelines were prepared in consultation with Beth Wootton, Director of Finance, to ensure that UC policies are followed when funds are spent for refreshments for LAUC-I General Membership meetings and other programs. They apply not only to the Member-at-Large, but any member who purchases food items or supplies for LAUC-I events. Please be sure to follow these guidelines if you are going to claim reimbursement.

4. LAUC-I Budget (Williams)
   a. The Vice Chair reported that as of the most recent budget report, 10/31/2012, LAUC-I has spent $168.13 or 3.1% of our $5,500 allocation.

5. Chair’s Themes & Projects for 2012-13 (Andrews)
   a. Kristin reported that the LAUC Chair, Keri Botello, has not decided on a theme for this year yet. The LAUC Executive Board has been talking about various ideas. For instance, there has been discussion of the ACRL Report on the Value of Academic Libraries.
   b. At UCI, UL Tanji has expressed interest in building connections on campus. This theme ties into the LAUC-I Workshop for Representatives to Academic Senate Committees/Councils.
   c. A major project for the year is to create procedures for each committee and Executive Board member. The Ad Hoc Procedures Committee is working on this with committees and individuals throughout the year.

   Action: If you have additional ideas on themes or projects for 2012-13, send email or talk to Kristin.

6. Library Budget/HR update (Kevin Ruminson, Acting AUL for Administrative Services)
a. Because Proposition 30 passed on election day, the UC has avoided significant mid-year trigger cuts. While we are still living with uncertainty, this should stabilize our budget.
b. This stabilization has allowed us to go forward with several recruitments. The UL will be making some announcements regarding the positions that will be recruited soon.

7. LAUC-I Standing and Ad Hoc committees updates

a. Library Review Committee (LRC) update (Zhang)
   i. The committee will have with 14 reviews to consider in the coming months.

b. Research and Professional Development Committee (RPDC) update (Woo)
   i. Please refer to the email sent recently by Christina with details about submitting proposals for LAUC research grants. Contact Linda Murphy with any questions. January 11 is the deadline for the RPDC to submit LAUC-I proposals to the statewide committee.

   ii. The committee is also looking at topics and presenters for a big spring program. If you have ideas, let John know.

c. Program Committee update (Sisson)
   i. The next program will be Lunch with LAUC-I on December 20 featuring Jackie Dooley, former head of Special Collections, now working at OCLC Research and also serving as President of Society of American Archivists (SAA) Council.

   ii. The committee is also looking at topics and presenters for a big spring program. If you have ideas, let John know.

d. Past Chair & Election/Nominations Update (Manaka)
   i. In her role as Past Chair, Pauline has given LAUC-I orientations to Bethany Harris and Christina Tsou.

   ii. Pauline has appointed Dan Tsang, Chris Thomas, and Sheila Smyth to join her on the Nominations Committee.

e. Ad Hoc Committee on Procedures (Kjaer)
   i. The Committee has been working on guidelines and templates.

   ii. They will be working with LAUC-I Committees and individuals to help develop their procedures throughout the year.

   iii. Think of these as important and useful guidelines that provide more detail than the Bylaws regarding how to carry out the work of the committee or office.

8. LAUC-I web site update (Buckley)

a. Annette Buckley, the new Web Manager, announced that she has updated the LAUC-I website with the 2012-13 Roster, Charges, and Calendar.

b. Members suggested adding a link to the LAUC-I Wiki. She agreed to add a link.

9. Updates from Academic Senate Representatives

a. Dan Tsang reported that the Privilege and Tenure Committee has met, although he was not able to attend. Work of this committee is confidential. The LAUC-I Representative does not see individual files.

b. Ying Zhang reported that the Subcommittee on Courses has had 2 meetings this year. All proposed courses and documentation are online. She will continue to place printouts in the approval alcove.

c. Kristin Andrews reported that the Council on Educational Policy (CEP) is discussing themes of online education and international students (are they getting the support they need?). Other
topics so far include declining SAT scores and student writing.

d. Cynthia Johnson reported on the Council on Planning and Budget (CPB). Richard Lynch, Assistant Vice Chancellor for Planning and Budget, indicated that the passing of Prop. 30 is a good thing, but the UC is still in the hole financially. The committee has discussed a proposal by the University Committee on Libraries and Scholarly Communication (UCOLASC) about open access to works created by UC faculty while employed at UC. The proposal is available at

10. Announcement (Woo).
   a. Christina announced that Joel Pickford, author of the book, *Soul Calling: a Photographic Journey in the Hmong Diaspora* will be signing copies of the book at the Hill (UCI Bookstore) on Wednesday, December 5, at 5:00. The Southeast Asian Archive’s collection includes resources on the Hmong.

11. The meeting was adjourned at 12:45 pm

**Next Meeting:**
Monday, March 4, 2013 * 11:30 am – 1:00 pm * ASL 104