

<b>LAUC-I Annual Reports 2010-2011</b>
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**Committee**

LAUC-I, Nominating Elections Committee, 2010-11 Year End Report

**Members**

Danielle Kane, Dana Peterman (chair), Sheila Smyth, and Christina Woo

**Relevant LAUC-I Bylaw**

Section 9, b. Ad Hoc Committees/ Nominating Elections Committee

This Committee shall be appointed by the Executive Board no later than October 1st. The Immediate Past Chair of LAUC-I shall normally serve as Chair of the Nominating Elections Committee. The members shall prepare slates of candidates for office and shall act as an elections committee in accordance with the provisions of Article VIII. Following the procedures described in Article VIII, the Nominating Elections Committee shall hold the election before the end of Spring Quarter. The date for the LAUC-I elections will coincide with the date selected for the election of LAUC officers but no later than June 30th of each year.

**Key Accomplishments**

The LAUC-I Nominations Committee consisted of Danielle Kane, Dana Peterman (chair), Sheila Smyth, and Christina Woo. We met three times. We created an Excel file to track and display candidates eligible for all positions in LAUC-I, which we regularly updated. In addition, the committee created and maintained two calendars of dates and deadlines (abridged and unabridged), based in part on that of LAUC, to inform the committee and all members of LAUC-I. All materials were available on the UCI Libraries wiki and distributed to the general membership. We used UCI's EEE survey software to conduct the election itself and to create multiple email reminders for those librarians who had not yet voted. Results were emailed to Kristine Ferry according to methods prescribed in LAUC-I bylaws.

We had a couple of issues related to our waning numbers. The Nominations Committee brought to the attention of the Executive Board the need to reduce the number of people required for offices. As a result, the Academic Librarianship Committee (ALC) was suspended for the coming year with its tasks being taken over by the Research and Development Committee, and the number of candidates needed for the position of Member-at-Large was reduced from two to one. Both changes were approved by membership via survey. Subsequently, the slate was changed to reflect the new configuration and members of ALC were encouraged to run for office.

The Nominations Committee had great difficulty recruiting librarians to fill a position for the Librarian Review Committee (LRC), because LAUC-I Bylaws require that

multiple departments be represented. It was particularly difficult to obtain candidates for LRC from departments within the Technical Services Division. The re-configuration of UCI Libraries' organizational structure further complicated the recruitment of LRC members by moving potential candidates into departments already represented within LRC.

### **Recommendations for the Coming Year**

The Nominations Committee recommends that LAUC-I bylaws be permanently amended to reflect the reduced number of librarians eligible for positions.

### **Documents Archived on LAUC-I T drive (agendas, minutes, other)**

The following relevant files all reside under T:\LAUC-I\2010-2011\Committees\Nominating Election . These are listed in the order in which they would be useful for the next Nominating Elections Committee.

- InterestFormlauclib.xlsx - form circulated during General meeting to generate interest in positions.
- Volunteer to run for LAUC-I.docx – follow up email text to the interest form listed above to generate more interest in running for LAUC-I . There were 2 or 3 other similar emails sent out.
- Positions to fill for 2011 LAUC-I.docx – reflects positions at start of election calendar. Not revised after special votes.
- Lauclibtracking20110516.xlsx – roster of UCI Librarians tracking all eligibility updated to May 16, 2011 with useful notes.
- LAUC-I election calendar.docx – full calendar detailing all deadlines and meetings, including those that were internal to Nominating Elections Committee.
- LAUC-I election calendarAbridged.docx – calendar relevant to external participants.
- LAUC-IBiosandGoals2011-12.pdf – this lists all of the candidate statements required for those who ran for LAUC-I office according to our bylaws.
- UCINetIDs.docx – net ids used for sending out survey for votes. Note that this list was updated to correct a NetID error on May 23, 2011.

**Submitted by:** Dana Peterman

**Date:** July 18, 2011