

**Library Review Committee  
LAUC-I Standing Committee  
2011-2012 Report**

**Submitted to General Membership:** August 6, 2012

**Submitted by:** Keith Powell

**Members (End Term):** Keith Powell (Chair, 2012); Brian Williams (2012); Ying Zhang (2013);  
Danielle Kane (2014)

**Charge:**

- A. Library Review Committee (LRC) reviews and advises the University Librarian on personnel actions, as applied to the Librarian series, including but not limited to matters concerning appointment, merit increase, and promotion.
- B. The LRC reviews non-confidential matters regarding librarian review processes and advises the LAUC-I Executive Board and general membership on these matters.
- C. The committee shall submit an annual report to the LAUC-I membership and the report shall include a statistical analysis of the review actions.

**Supplemental Charges (if applicable):**

2011-2012 Implementation Tasks

- A. Work with the Archiving team to gather and ensure that information that LAUC-I plans to have archived is correct and follows LAUC guidelines and/or bylaws.
- B. Collaborate with LAUC on the discussion of issues related to steps 5 and 6 at the on the librarian level; to ensure that UCI practice is the general practice.
- C. Other requests as submitted by the executive board.

**Summary of Activities:**

The LRC was active this year in reviewing both review files and recommendation files. While the number of review files was not large relative to other years, the number of hires and the requisite recommendation files presented to the LRC provided a welcomed sign that the

Libraries were again hiring professional librarians. There was no specific LRC activity related to the supplemental charges.

In 2011-2012 the LRC:

- A. Reviewed and submitted all review files in a timely manner. Eight reviews were completed.
- B. Reviewed and submitted all librarian recommendation files in a timely manner. Eight recommendations were completed.

**Recommendations for the Future:**

- A. Pursue the possibility of making electronic versions of review files available for LRC.
- B. Continue to encourage librarians and their supervisors to regularly evaluate their performance throughout the review cycle, in accordance with annual plans.