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**LAUC-I Executive Board Meeting
Friday, October 9, 2015 * 1:00p.m. – 2:00p.m. * LL 110**

Present: Cynthia Johnson (Chair), Christina Woo (Member at Large), Keith Powell (Past Chair), Scott Stone (Program Committee chair), Becky Imamoto (Library Review Committee chair)

Guests: Lorelei Tanji (UCI University Librarian), Kevin Ruminson (AUL for Administrative Services)

1. **Agenda review** – Cynthia Johnson reviewed the agenda, prioritizing the topics we invited our guests to discuss with us (see 3.).
2. **Approve minutes** - LAUC-I ExBd minutes for September 9, 2015, are not yet ready, so we will approve them at our next Executive Board meeting on November 9, 2015, in ASL 244
3. **Guests: Discussion with Lorelei Tanji, UL, and Kevin Ruminson, AUL for Administrative Services – 30 minutes. Topics to discuss:**
 - a. **How would LAUC-I like to participate in the upcoming Libraries’ strategic planning (note that this will be different from the last two years because the upcoming strategic planning will be connected to the Campus’s forthcoming strategic plan).**

Lorelei noted that the Libraries’ strategic planning is not yet in place, and she would like LAUC-I to play a role. She is open to ideas on how LAUC-I would like to be engaged. The Libraries’ part in the campus’s strategic plan is due in June 2016. The Libraries’ 2005-2014 strategic plan was internally focused (see <http://screencast.com/t/30DrjRcN>), and Lorelei would like the next one to be externally focused, calling out goals and aspirations.

On Oct. 7, EVC Enrique Lavernia sent a campuswide email about the campus’s strategic plan working document (see <http://screencast.com/t/Y0qJsFWrM> and <http://www.provost.uci.edu/strategic-plan/index.html>)

We could use a LAUC-I general membership meeting to discuss this, and Cynthia suggested a brainstorming session with specific outcomes. The Libraries’ next strategic plan will be a “living document” that will be read by job applicants and others who want to learn more about the UCI Libraries. It is up to the Libraries—not the EVC or other external group—to decide how we want to assess our progress on reaching our goals and aspirations. Christina asked Kevin if this could be done quarterly, so we don’t create a “living document” and then file it away.

ACTION: At the LAUC-I General Membership meeting on Oct. 20 we review the campus strategic plan and brainstorm how the Libraries’ strategic plan could align with/support it.

- b. **Ideas for continuing to highlight to external audiences (e.g. not within the Libraries) Libraries’ contributions to the campus, to our profession, etc.**

Scott Stone pointed out that the Program Committee is planning to bring Char Booth, Assoc. Dean of the Library at CSU San Marcos (see <https://infomational.wordpress.com/>), here to speak to us on outreach. Lorelei offered Charla Batey’s event-planning skills once the UCI 50th anniversary activities slow down.

- c. **Communication in general between LAUC-I and Library Administration: is there a way for LAUC-I to routinely receive topics of relevance to LAUC-I members?**

The LAUC-I Executive Board would like to see Leadership Council and Management Forum agendas and meeting notes in a timely fashion. This would increase transparency between Libraries upper administration and the rank and file. Christina described the reporting practices of the LAUC systemwide

Executive Board, where there was a LAUC representative on SLASIAC/Systemwide Library and Scholarly Information Committee and each of the SAGs/Strategic Action Groups (1: Scholarly Research & Communication, 2: Access, Discovery & Infrastructure, and 3: Collection Building & Management). At each monthly Exec Bd mtg. (via conf. call), the 4 representatives reported and also attendees to the SLASIAC and SAG websites for each group's minutes, charge, membership, reports, etc. The Exec Bd minutes also included those URLs for convenient referral. On which Libraries groups does LAUC-I have a representative?

d. Could LAUC-I be involved in the prioritizing of the next librarian hires?

Lorelei is willing to share rationales and the prioritizing process, which is effective for the current hiring environment. Input from LAUC-I would have to have a library-wide perspective. Department heads are expected to take a library-wide perspective on staffing needs when providing input on priorities. Lorelei makes the final decisions, considering all of the recommendations.

ACTION: She suggested that LAUC-I invite Kevin or her to a LAUC-I general membership (Winter or Spring) meeting to describe the process and walk us through it. After the presentation the Executive Board can discuss how LAUC-I might be involved and send any proposals to Lorelei.

e. Is there a role for LAUC-I to play to ensure equitable distribution of funds with the Administrative funding available for librarians in new assignments to attend course/workshops/training?

Kevin described the various pots of funding available for professional development. The High Priority Initiatives funding for individuals in new assignments, development of skills that support high priorities, or cross-divisional roles may not be widely known, given the surprise expressed that this opportunity exists.

ACTION: Cynthia talks to Kevin about his presenting at a LAUC-I meeting the different funding available from Library Administration.

4. LAUC-I T drive. Should we close it down? Should all LAUC-I members have access to it?
At this point, we had only a few minutes left, so Cynthia will address this via email.

5. LAUC Executive Board Conference Call – Cynthia reminded us that on 10/1 she had emailed her confidential notes from that day's monthly LAUC Exec Bd meeting (via conf. call).

6. Budget Update – Due to Vice-Chair/Chair-Elect Colby Riggs' absence, there was no budget update, but we don't think we've spent any of this year's LAUC-I funds yet, anyway.

7. Committee Updates

a. LRC/Library Review Committee update – Becky (Committee Chair)

Brian Williams (Education & Outreach) will serve on the LRC during Audra Yun's (Special Collections & Archives) maternity leave.

b. RPDC/Research & Professional Development Committee update – no one from this committee is at today's meeting

c. PC/Program Committee update – (Scott) Committee Chair

The committee met last week. The Fall Quarter event will be a visit to the Old Santa Ana Courthouse to see the **VIETNAMESE FOCUS** exhibit (see <http://sites.uci.edu/vaohp/programs/events-vietnamesefocus/>). Becky suggested that the visit include the Santa Ana Historical Preservation Society [at the Howe-Waffle

House at 120 Civic Center Drive, Santa Ana] -- <http://www.santaanahistory.com/index.html> -- since it is nearby.

Next Meeting:

Monday, November 9, 2015 * 2:00pm – 3:00pm * ASL 244