

Minutes
LAUC-I Executive Board Meeting
Monday, 25 November 2002
Main Library 110
1-3pm

Present: Larry Heiman (Member-at-Large (recorder)), April Love (Member-at-Large), Steve MacLeod (Past Chair), Pauline Manaka (Chair)
Guests: Judy Horn, Wanda Pittman Jazayeri, Yvonne Wilson

Minutes of Oct. 28 were approved with corrections noted.

LAUC-I Bylaws Report (Horn & Wilson)

Brief background: It is recommended that a review of the Bylaws be undertaken at least every three years. While most UC campuses have a Bylaws Committee, LAUC-I does not. This necessitated the appointment of an ad hoc committee to undertake the review of the Bylaws. Judy Bube and Yvonne Wilson began a review during the chairmanship of John Sisson (2000-2001). Judy Horn volunteered to continue the process during Steve MacLeod's tenure (2001-2002) and has been working on it since. This fall Pauline Manaka asked Wilson to assist Horn in order to expedite completion.

Horn and Wilson reported on their progress. A list of proposed revisions and a draft of the Bylaws incorporating the proposed revisions were presented to the Executive Board for review and comments. The revisions will eventually need to be considered by the General Membership. In the draft the proposed changes are underlined while the proposed removals have a line through them. Some of the proposed changes are to bring the Bylaws in agreement with current practice; others are merely editorial. Currently, the primary responsibility of the standing committees are not given in the Bylaws and it is proposed that their basic charges be included.

The Executive Board needs to review and discuss the proposed revisions in order to make recommendations on other changes or identify proposed changes they don't think should be made. The Board will respond by the January Executive Board meeting. A revised draft of the proposed revisions will then be presented to the General Membership at the February or March GM meeting for their comment. This will allow for enough time to finalize the proposed revisions for a vote during the annual election in June. We can decide to vote on each change individually or vote for all en masse.

Some Executive Board recommendations: It was recommended that the reference to "administrative unit" in Article VII, Section 7, part i be eliminated, since this is hard to achieve due to the election process. This section discusses efforts to nominate candidates from all segments of the UCI library system. It was also recommended that the proposed revisions be posted on LAUC-I's T-drive. In addition, the Board recommended that a statement on maintenance of the LAUC archives be added at the end of the Bylaws.

Standing Committee Charges.

The Executive Board will be discussing the standing charges to be included in the proposed Bylaw revisions.

Professional Development Committee (Jazayeri)

As part of its charge, the PDC was directed to devise a plan that would foster the application for UC research grants by LAUC-I members. They will begin by addressing the General Membership at its Dec. 9 meeting. At a future meeting the PDC will discuss the results of the professional development survey.

In the future, all requests for release time and/or funding for professional activities will be conducted electronically. Judy Kaufman will introduce the new process at the Dec. 9 General Membership meeting and in library-wide sessions on Dec. 5 and 10.

Program Committee.

The Committee accepted the basic Program Committee charge: Develop, organize, advertise, and coordinate programs of interest to LAUC-I membership on Librarianship and in support of the current year's agenda.

At the November General Membership meeting, metadata, National Library Week and brown bags to discuss library issues were suggested for future programming. The Executive Board will request the Committee to soon hold a brown bag on mentoring in order to get General Membership input on goals.

Academic Librarianship Committee.

The ALC needs to meet soon with Judy Kaufman in order to obtain the Human Resources agenda for the year and to find out what revisions to documents, if any, are planned. The Executive Board will discuss the ALC charge at its next meeting.

Committee on Diversity.

We are waiting to hear from Judy Kaufman about having the LAUC-I representative of the statewide Committee on Diversity serve as a member on UCI Libraries local Diversity Team. The Executive Board will need to communicate the advantages of LAUC-I representation to the local group, e.g. promoting its programs system-wide and sharing resources. This will be discussed further in the future.

Replacement of Barbara Lucas on the ALC.

The Executive Board earlier decided that a special election would be held to replace Barb Lucas on the ALC. She had resigned due to medical leave. The chosen candidate would be elected to a three-year term. Steve MacLeod as chair of the Nominating Committee reported that they were working to get more than one person to agree to be on the ballot. The election should be completed by the end of December.

Communication Issues.

Manaka reported that Joan Ariel and Bill Landis had met with Gerry Munoff on Nov. 19 to discuss the Public Services Division workweek guidelines. [The meeting was prompted by an earlier meeting held by some UCI librarians, where the need or appropriateness of the guidelines was questioned]. This meeting was followed by another that included Carol Ann Hughes and Judy Kaufman. As a result of the meetings with Munoff, a special librarians meeting has been scheduled for Dec. 19 and will be jointly hosted by the UCI Libraries Executive Council and the LAUC Executive Board.

As agenda items for its joint meeting with the Executive Council on Dec. 16, the Board will query the EC for input on what they hope our joint meetings will achieve and their assessment of our past communication efforts. We also would like clarification on what they hope to achieve in the special librarians meeting to be held Dec. 19.

Miscellaneous Announcements.

Revised senate committee reports will be posted on Lib Items.

A party is being planned for Dawn Anderson.

LAUC President Esther Grassian and Amy Wallace of UCSD, co-chair of the LAUC Information Literacy Task Force, will be attending the January 13 General Membership meeting. Stephanie Davis-Kahl is LAUC-I's representative on the Task Force.

The meeting was adjourned.