

**Minutes**  
**LAUC-I Executive Board Meeting**  
**Monday, December 16, 2002**  
**1-3pm, ML 110**

Present: For the Executive Board: Ariel, Ford, Heiman, Manaka, McAdam; For the Executive Council: Kaufman, Kiehl, Munoff, Tanji; Guest: Landis

**Meeting Called to Order at 1:00pm**

1. Discussion of Special Librarians' Meeting on December 19, 2002

Manaka referred to the questions from the LAUC-I Executive Board meeting on November 25, 2002, and which were distributed with this meeting agenda. The Board members (Heiman, Love, Manaka, and MacLeod) at the November meeting wanted more information about the Special Librarians' meeting to be held on December 19, 2002. Ariel provided information in answer to the Board members questions, saying the meeting was called to provide a broad opportunity to arrive at a shared understanding of what it means to be a professional librarian at UCI, including the issues of professionalism, mutual expectations and accountability, and collegiality. Munoff sees this meeting as just the beginning of our discussions of these issues. Kaufman stated the meeting was not about the workweek guidelines. Questions also arose about the email message Carol Hughes sent that referred to "facts." Kaufman said the critical point in Hughes' email was that the workweek guidelines are in abeyance. Kaufman also said that the "facts" would emerge out of our meeting on the 19<sup>th</sup> and as part of our collective attempt to arrive at a shared understanding of what the facts are and what they mean to us in the UCI libraries. Ariel and Munoff stated the discussion would focus on the "culture" at UCI, not the workweek guidelines.

2. Planning for Professional Development Carry Forward Money

Munoff said Library Administration is willing to hear LAUC-I proposals about what to do with the money. Our proposal will need to provide broad benefit to librarians. He suggested setting up an ongoing program that would not change in general shape from year to year, although the specifics could change. Now is the time to plan for next year. Manaka said the Executive Board will develop a proposal and will forward it to Munoff and Kaufman for broader discussion with LAUC.

3. Librarian Review Criteria Document

Kaufman urged the Academic Librarianship Committee (ALC) to finish the document this year. Once ALC completes its work, the document will be forwarded to LAUC-I for discussion and then to Munoff for approval. Members asked about making the document advisory versus formal. Kaufman said it either becomes an official, formal document or it is meaningless in the review process.

Manaka mentioned in an aside the need to revise the LAUC Position Papers, especially Paper #1. The Systemwide Committee on Professional Governance report is on the T: drive and members will discuss it at the February General Membership Meeting. Manaka said this discussion could help us decide if the Criteria Document should be advisory or formal. Kaufman again reminded the Board that the document is meaningless in the review process if it is just an advisory document.

Kaufman has been working with ALC on the Criteria Document to make sure it is correct and accurate in terms of the documents to which it refers. Kaufman feels strongly that the Criteria Document would be valuable for UC if it became a formal part of the process. In order for the document to be formal, Munoff has to approve it after receiving a formal recommendation to adopt it from LAUC-I.

Munoff said LAUC-I should complete our work on the Criteria Document without waiting for LAUC's revision of Position Paper #1. Kaufman said the Criteria Document should reflect current practice; it can be revised later if other documentation or the Position Paper changes, such as the policy about the distinguished step. According to information received at the Fall Assembly, the Systemwide Committee on Professional Governance is in the early stages of discussions about the Position Papers.

Kaufman is meeting with the ALC after ALA Midwinter to continue their review of the Criteria Document. The Board will invite the ALC to attend our Executive Board meeting in January.

#### 4. Library Executive Council working with LAUC-I

The next meeting of Library Executive Council and the LAUC-I Executive Board is March 31, 2003.

#### 5. Announcements

Esther Grassian (LAUC President) will attend the LAUC-I General Membership meeting on January 13, 2003 to discuss information literacy. Amy Wallace (Information Literacy Task Force) also will join the discussion. Manaka asked Council and Board members to let her know if they would go to lunch with Grassian and Wallace. Manaka asked if Munoff could welcome Grassian and Wallace to UCI at the meeting.

Executive Council members left the meeting at 2:00pm.

#### 6. Approval of Minutes

The Minutes were approved as distributed by Heiman. Ford thanked Heiman for taking the notes in her absence.

#### 7. Bylaws Revision

The Executive Board and membership need to discuss the Bylaws revisions. Both the new and old versions will be placed on the T: drive to facilitate access to the Bylaws. The revisions need to be ready for the election in April. At the next Executive Board meeting we will discuss how to handle additional changes. Manaka will send an email to the Executive Board regarding the Bylaws review and revisions and asking for comments. Manaka will check with Horn to see if the revisions need to be reviewed for compliance with statewide LAUC Bylaws by the Systemwide committee before or after the election.

Note: The date of the Executive Board meeting will be changed to sometime after ALA Midwinter. Ford will check Corporate Time and will schedule a new Executive Board meeting; the ALC will be invited to attend part of this meeting.

#### 8. Fall Assembly Follow-up Projects

Professional Development Committee presented a number of recommendations, which were accepted. However, the Committee on Professional Governance's (CPG) report generated discussion and disagreement. LAUC-I will need to discuss CPG's report. Ariel said the discussion at the Fall Assembly related to the CPG report was confusing and she would welcome a greater degree of guidance from the LAUC Systemwide Executive Board. The membership needs to discuss the report before the deadline for comments, which is March 7<sup>th</sup>. Manaka will determine at which meeting we will discuss the report.

#### 9. Special Election Update

No information was available.

#### 10. Adjournment

The meeting was adjourned at 2:35pm.