

LAUC-I Annual Reports 2003-2004

Office/Committee Name: Professional Development Committee

Membership and Terms:

Cathy Palmer (2004) Chair
Wanda Pittman Jazayeri (2004)
John Sisson (2005)
Collette Ford (2006)

Standing Charge:

The Committee on Professional Development shall monitor and provide leadership on ongoing professional development and mentoring opportunities for LAUC-I members.

1. Coordinate LAUC-I Activities associated with the LAUC (Systemwide) "Call for Research Proposals"
2. Undertake other duties as directed by the LAUC-I Chair and Executive Board

Supplemental Charges/Tasks for 2003/2004 Year:

1. Develop and implement a plan to foster and support research initiatives among LAUC-I members including active encouragement of applications for proposals for UC Research Grants for Librarians
2. Develop a pilot mentorship program for LAUC-I members building on the Mentorship Program Pilot Proposal submitted to the Executive Board by the Academic Librarianship Committee in 2002.

Key Accomplishments (coordinate with charges above):

1. The Recommendations to Foster an Environment of Mentoring at the UC Irvine Libraries (attached as Appendix) were adopted by the LAUC-I membership on July 26, 2004.

In order to accomplish our task, the Committee

- o Reviewed the work of the previous Academic Librarianship Committee.
- o Compiled annotated bibliography on topic of mentoring.
- o Facilitated the discussion of mentoring program expectations at the February 9, 2004 LAUC-I General Membership meeting.
- o Wrote several drafts of recommendations which were shared widely.

2. LAUC-I members were encouraged to use the UCI Faculty Profile system to share information about professional interests and memberships.

3. PDC members announced the calendar for the "Call for UC Research Grants for Librarians" proposals at the October 13 and November 17, 2004 LAUC-I General Membership meeting. We answered questions about the process at that time.

4. The PDC sponsored a brown bag on October 22, 2003 for members to ask questions about the LAUC research proposal process. We encouraged members to brainstorm for research projects at that meeting. Although several ideas were generated, none of them resulted in a research proposal from UC Irvine.

5. Wanda Pittman Jazayeri served as the LAUC-I representative to the LAUC Research and Professional Development Committee. LAUC-I PDC members reviewed, evaluated and commented on the LAUC Research Grant proposals.

6. Librarians' Professional Development Fund (information supplies by Judy Kaufman)
\$56,400 Total 2003-2004 Librarians Prof. Dev. Fund allocation (\$1200 x 47 librarians)
(45,093) Total amount used (by 41 librarians)
\$11,307 Amount remaining

Our policy states "Each year we will allocate to LAUC-I the funds remaining in the previous fiscal year's Librarians Professional Development Fund, up to a maximum of \$7,500."

Therefore, LAUC-I will be allocated \$7,500 in 2004-05 for "a significant program or workshop(s) that is of potential interest to all UCI librarians and that is generally beyond the scope of regular LAUC-I funding."

Recommendations for the Coming Year:

1. Work with the Program Committee to sponsor a Lunch with LAUC-I focused on mentoring.
2. Monitor and encourage use of the UCI Faculty Profile system to share information about librarian's professional development interests and accomplishments.
3. Sponsor a Brown Bag to encourage LAUC-I members to submit LAUC Research Grant proposals.
4. Continue to develop a more formal mentoring program.
5. Consider adding formal language to the PDC standing charge that emphasizes the leadership role of the committee in the area of mentoring.

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

- Meeting reports for 9.16.03, 10.20.03, 12.16.03, 1.20.04
- Recommendations for Encouraging an Environment of Mentoring
- Annotated Bibliography of Articles on Mentoring
- Notes from 2.9.04 Membership meeting Mentoring discussion
- LAUC-I Professional Development Policy and Guidelines

2004/05 Chair: John Sisson

2004/05 Representative to LAUC Research and Professional Development Committee: John Sisson

2005/06 Representative to LAUC Research and Professional Development Committee: Collette Ford

Submitted by: Cathy Palmer

Date: August 19, 2004