
LAUC-I Executive Board-Executive Council

Monday, July 11, 2005

1- 2 PM * SL 244

Minutes [Approved with revisions 8/8/05]

AGENDA

Present: Collins, Goldberg, Hughes, Kaufman, Kiehl, Munoff, Novak, Riggs, Sisson, Tanji, Urrizola, Vick.

Absent: Jazayeri

1. **Agenda Review and Announcements:** No changes to agenda. Announcement – next membership meeting will be video-conferenced with GML.
2. **LAUC Spring 2005 Assembly at UCSB brief reports (delegates):**
 - Welcome (Urrizola):** Given by Sara Pritchard, UL at UCSB, positive comments about LAUC as an organization.
 - Report of President and Executive Board (Collins):** Three major divisional initiatives mentioned (electronic journal, instructional roles, Librarians@UCI). Statewide: SLASIAC looked at Strategic Directions report – main concern was perceived lack of focus on librarians, researcher interaction.
 - Report of Committee on Diversity (Urrizola):** Every campus should have one, open to all library staff.
 - Report of Myron Okada, Director, Office of Academic Personnel (Collins):** 2% COLA raise in October is expected, subject to union negotiations; increase in healthcare costs.
 - Report and discussion, Ad Hoc Committee on Instructional Roles for Librarians (Vick):** Distributed copies of the charge, roles will be investigated and a report issued. Focus is on librarians as instructors of record. On some campuses librarians can be appointed as lecturers with or without salary. Munoff pointed out that a joint appointment can result in reduced benefits, not necessarily desirable (lowered librarian appointment with lecturer appointment earning lesser benefits). Split appointment pay could go over 1 FTE. Kaufman pointed out some campuses won't allow librarians to teach without salary. As long as policy is interpreted correctly and followed at campus level, problems can be avoided.
 - Report of Ad Hoc Committee on Open Access Electronic Journal (Vick):** Consensus is that project is not ready yet to go forward. Needs more investigation, resources, better plan before presenting to UCOP. Munoff and others asked probing questions about funding resources.
 - Discussion and vote on recommendations of the Position Paper Review Task Force (Urrizola):** Presented and passed unanimously.
 - Report and Discussion of the Committee on Committees, Rules, and Jurisdiction proposed changes to LAUC By-laws (Collins):** Most time consuming issue at assembly. All present agreed that organizational nimbleness is important; question investing power in a small group (need enough campus representation). Better email communication is speeding up some processes but

for substantive issues – how best to handle? Final report will come out on 9/15 (most radical changes were dropped).

--LAUC Executive Bard Meeting (Urrizola): Decision made to drop numbering on Position Papers. Confusion over e-journal discussion – Parliamentarian thought was going forward to UCOP but board thought not, so delegates will re-vote (further discussion at membership meeting). Transition meeting will take place in August. Travel scholarship was used, but not many applicants.

3. **Appointments to Senate Committees (Urrizola):**

--Subcommittee on Courses: Yvonne Wilson would like to serve a full term (2 years).

--Board on Undergraduate Scholarships, Honors, and Financial Aid: Linda Murphy would like to serve a full term (2 years).

--Senate Parking Oversight Committee: Judy Bube is willing to serve on this or BUSHFA (3 year term). **Action Item:** Hughes wants nominees to ask supervisors (impacts annual plans, workload); chair should clearly ask them to do this. Put this reminder on membership meeting agenda. Confirmation of these 3 names will follow pending this approval.

4. **New Librarian Appointments:**

--LAUC-I is willing to help with orientation or mentoring as needed: We need to be aware of workload, emphasize library-wide orientation (Munoff), spread training over time so doesn't impact workload adversely. **Action Item:** LAUC-I past chair responsible for LAUC-I orientation. Department heads have training checklist, will contact the past chair when new librarians start but good for us to be pro-active (contact librarian and copy supervisor on welcome email, arrange meeting). Mentor could accompany them to meetings.

--Appointing to LAUC-I Committees: 2 vacancies on Program Committee. Harold Gee will resign because elected Member-at-Large; Jazayeri elected to LRC. **Action Item:** Get review initiator approval then approach new librarians.

--Changes to recruitment manual – consultation with LAUC-I: A member was concerned that LAUC-I be consulted on substantive changes – Kaufman said this is being done. Specific concern was that search committees cannot contain possible supervisor of position. Kaufman clarified that this is not an ironclad rule, exceptions can happen. She'll bring manual changes to LAUC-I, but needs the flexibility to make changes rapidly. **Action Item:** She'll bring forward proposed changes. Second concern was that Public Services position search committees should have Technical Services members. Kaufman said that many factors go into these decisions and it is not a recruitment manual issue.

5. **Timely Topics (Riggs):** Should it stay an Ad Hoc Committee or be moved permanently to another committee? LITA program on 8/5 (all day, no charge to participate unless you purchase lunch). Systems will make website, handout packets too time-consuming and expensive, will be posted on site instead. No

other programs scheduled yet. Still coming in under budget. Annual amount up to \$7,500, not carried forward.

6. **Library Review Committee Report (Riggs):** No formal report. LAUC-wide list of all librarians names and ranks may be available as public information. Kaufman commended the committee's timeliness this year.
7. **Librarians@UCI:** We've received positive comments from candidates and new hires who have looked at the site. Munoff video should be coming in soon.
Action Items: Keep tabs on this with Munoff's office. Vice Chair will keep responsibility for updating the site (mainly consists of adding and deleting librarian names and profiles, inviting new librarians to develop a faculty profile). They can continue to coordinate with Caryn Neiswender (Ellie Nagata's last day is 7/27).
8. **Grants and Awards Ad Hoc Committee (Collins):** No report. **Action Item:** Follow up on IMLS grants for this year.
9. **Mentoring Award (Palmer):** Cathy Palmer has proposed creating an award mirroring the faculty award for instruction outside traditional boundaries. Our library equivalent would be for outstanding mentoring. Goals are to establish a reward system for mentoring in order to foster development. **Action Item:** She'll present it at the membership meeting on 7/18. Need to flesh out specifics such as do we let partnerships self-identify or make a pool? Develop guidelines, fill needs of new librarians joining us, have evaluations and assessments. Review initiators can recognize good pairings, include in annual plans.

Meeting adjourned at 2:10 pm.