
LAUC-I Executive Board
Monday, March 14, 2005
1- 3 PM * SL 244
Minutes [Approved 4/11/05]
AGENDA

Present: Ariel, Collins, Goldberg, Novak, Riggs, Sisson, Urrizola, Vick

Absent: Vecchiola

1. **Approve Agenda:** No major changes
2. **Approve Minutes of Feb. 14:** Approved without revisions.
3. **Budget and laptop (Urrizola):** \$350 was allotted for archival supplies, \$1200 leftover (student assistant salary deducted from this bi-weekly). This amount needs to cover Timely Topics, fall assembly (if we choose to host). LAUC and Munoff may fund portions of latter. **Action item:** Jose Perez wants to give old LAUC-I laptop to campus salvage – Exec Board approved this motion.
4. **Librarians@UCI update:** Munoff video is in planning stages, but a text letter and picture are in its place. **Action item:** Vick and Urrizola will ask Dave Coffey about pointing specifically to the URL in the acknowledgment letters that go out to potential job candidates [done].
5. **Nominations Update (Ariel):** Now have a full slate, excellent quality. **Action item:** Will be presented at 4/18 membership meeting. Steve Macleod will take over as Chair and coordinate elections (election day is 6/8). Committee appointments (non-elected) will happen in mid-summer. System-wide process is similar; new people take office Sep-Oct. Collette Ford would like to be re-appointed to Professional Governance. There are a few positions Executive Board needs to handle. Ariel will likely be gone by next joint Executive Council meeting. **Action item:** May need to move the meeting to a room other than LL210 for space reasons?
6. **Library School Panel (Where do we go from here? - Ariel):** Ariel shared information about the program on 2/24. Mostly students attended, great panel. Program Committee sponsored a nice lunch. Good comments and evaluations. Next steps? Goldberg approved that it is appropriate for Academic Librarianship Committee (ALC) to take this project on. It is already tied in with their goals via the Strategic Plan (Other goals include collaboration with Education and Outreach). **Action items:** Update charge. Career Center is interested in continuing to sponsor 1-2 programs per year. We need to pass on name of a liaison from the libraries, plan well in advance, starting immediately for next year.

Focus on their disciplinary nights and get librarians on panels. Suggestions: Cathy Palmer as stable contact can liaise with ALC and Career Center. Ariel or Palmer will attend a meeting of ALC.

7. **Spring Assembly: 6/2-6/3, UCSB; 3delegates (Collins, Urrizola, Vick); Tentative Agenda Update (Urrizola):** Urrizola sent in names of delegates from Irvine. Tentative agenda has 4 main items: Position Paper Task Force (PPTF), e-journal initiative, instructional roles ad hoc, bylaws revisions. All present will discuss and vote.
8. **Fall Assembly at UCI? (Collins):** Only one volunteer came forward and regrettably, we are too busy with recruitments, have lack of meeting room space due to campus construction, cost problems, etc, making it not feasible for us to host this time.
9. **Members-at-Large (Collins, Novak): Action Items (followup):** As committee reports get tracked down, store on T drive. Leftover items from February agenda reviewed: Paper archives -- Vick followed up and student assistant Nagata will begin archival processing and try to fill in electronic archives as time permits. Urrizola has some papers which he will turnover to Secretary Vick. He will also edit the Strategic Directions report, and submit to Terry Huwe (LAUC president) by 3/30. Collins and Novak will report on that document to Executive Council and membership (Urrizola will put them on agenda for next membership meeting). Fall Assembly – decided; awards, see below. Program Committee – check with Vecchiola; Librarian Review Committee (LRC), see item 17; nominations, see item 5.
10. **Awards:** IMLS (21st Century) grant? **Action item:** Set up task force with one member from Executive Board, Executive Council, among others. Other ideas: Publishing, increase visibility. Ariel suggested creating a LAUC-wide initiative. **Action item:** Urrizola will put on joint Executive Board- Executive Council agenda for wider discussion, appoint committee.
11. **Timely Topics (Riggs):** Program: Roy Tennant booked, at University Club, to speak about library trends, CDL meta search and other technologies. Future possibilities: Brian Shottlander (sp?) on cataloging, metadata; Google presentation from Medical Libraries group; institutional repositories. **Action item:** Riggs will send updates later. Novak had a Humanitec-related idea which he'll share with Riggs (next agenda). **Dates:** Riggs will send out announcement shortly [done].
12. **Agenda for Joint Meeting with Executive Council on 4/11: Action items:** Urrizola will include status of Judy Horn's emeritus, IMLS grant, LAUC Fall Assembly, Timely Topics, Nominations, Lunch with LAUC-I on retention. Send any other items to Urrizola.

13. **Agenda for Membership Meeting on 4/18:** Possibilities include Dooley presentation on historical UCI project (40th anniversary, brief informal, versus library-wide?) **Action item:** Ask her which she prefers. Discuss LAUC bylaws changes if time, UL review. Executive Board members and others felt the need for more transparency and information about process and our involvement (Urrizola would need to be excused from discussion). Can Vick ask Herb Killackey for outline of process, information? Sisson moved that Executive Board draft and sign a letter stating these requests. **Action item:** Sisson will draft and share.
14. **Academic Librarianship Committee (Goldberg):** no report, covered in other agenda items.
15. **Professional Development Committee (Sisson):** Lunch with LAUC-I brown bag planned for 6/16 on grant-writing, watch for call. Sisson went to system-wide PDC meeting in Oakland, learned there were only 3 applications for LAUC grants (down from last year). Other projects: Looking at reporting on those grants (communication of results could be improved); they'll post a form.
16. **Program Committee (Lunch with LAUC-I on Retention, Vecchiola):** Coming up on Thurs, 3/17. Urrizola attended meeting with Vecchiola and Judy Kaufman, who had very different viewpoints, both will presented. Campus Human Resources does exit interviews and we should bring this up. Also discussed librarian appointment levels – Kaufman and Munoff determine these. Librarian Review Committee used to make recommendations but not anymore.
17. **Librarian Review Committee (Riggs):** Not many files this year; their process is ongoing and they are ahead of schedule. Filling open positions from the election ballot worked well.

Meeting adjourned at 3 pm.