
LAUC-I Executive Board
Monday, July 11, 2005
2 - 3 PM * SL 244
Minutes [Approved 8/8/05]
AGENDA

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

Absent: Jazayeri

1. **Approve Agenda:** Minor additions (see #12).
2. **Approve Minutes of 6/13:** Approved with no corrections.
3. **Budget (Urrizola):** Balance changed, Lauri Newell verified correct amount is \$1875.60.
4. **Appointments:** [**Action Item:** Hughes wants nominees to ask supervisors (impacts annual plans, workload); chair should clearly ask them to do this. Confirmation of these first 3 interim names will follow pending this approval].
 - **Subcommittee on Courses** (Yvonne Wilson, 2 year term).
 - **Board on Undergraduate Scholarships, Honors, and Financial Aid** (Linda Murphy, 2 year term).
 - **Senate Parking Oversight Committee** (Judy Bube is willing to serve on this or BUSHFA, 3 year term).
 - **LAUC-I Program Committee** (2 vacancies as result of candidates getting elected to other posts; **Action Item:** recruit from new librarians such as Todd Butler and Ryan Hildebrand).
5. **Members-at-Large (Collins, Novak):**
 - **Action Items:** Budget – balance verified. Grant-writing project fell through the cracks – Executive Board will help revitalize the Professional Development Committee charge (Chair Urrizola will follow up).
6. **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. Riggs asked Munoff to send announcement out on zotmail.
7. **Library Review Committee (Riggs):** Munoff not obligated to report librarian rank and step levels to LRC so they have partial information, only Human Resources has end result of appointments and reviews. LAUC information is a matter of public record. Review process has become more transparent.

8. **Academic Librarianship Committee (Goldberg):** Missing one member; holding quarterly meeting next week where they will discuss CROP. **Action Item:** Goldberg or new chair needs to schedule a transition meeting. Mentoring UCI librarians is a new and separate topic from CROP (update charge?).
9. **Professional Development Committee (Sisson):** When the Chair of LAUC-I orients new librarians, tells them about Faculty Profile System and our librarian guidelines for creating and linking from the recruitment website. Can also promote the PDC as an “information desk” for mentoring, encourage review initiators to help. Also make lists of grants, publishing opportunities. UCB was the only campus that had many applications for LAUC grants. **Action Item:** Sisson again requested that the Executive Board re-tool the committee charge. Liaise with LRC and Human Resources to orient reviewees each review period? Executive Board can ask a standing committee to have something to have something to this effect in their charge.
10. **Program Committee (Jazayeri):** Jazayeri (interim Chair) absent so no formal report. Are there any Lunches with LAUC-I before September [**Action Item:** find out]? Cathy Palmer proposed a speaker from Library School at University of Arizona – could LAUC-I co-sponsor with Education and Outreach? Would talk about information seeking behaviors of students with electronic resources. Board gave preliminary approval.
11. **Agenda for Membership Meeting (7/18):** Full agenda, Senate committee appointments, standing LAUC-I committee appointments, program announcements, etc.
12. **Other:** Librarians@UCI site: We’ve received positive comments from candidates and new hires that have looked at the site. Munoff video should be coming in soon. **Action Items:** Keep tabs on this with Munoff’s office (Vick will follow up). 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 (guidelines on website). Also Past Chair can mention in new librarians’ LAUC orientation and PDC could have as part of their charge). VC can continue to coordinate with Caryn Neiswender (Ellie Nagata’s last day is 7/27). We need to consider whether to hire another student to continue her work on processing the paper archives and possibly assisting with site updates (have new students meet with systems to get oriented). Possible new site features: Update colleague spotlights and professional development activities. Approval given to have this under Vice Chair responsibilities. Vick will be absent on August 8, Sisson agreed to take minutes.

Meeting adjourned at 3:15 pm.