

**LAUC-I Executive Board Meeting**  
**Monday, November 28, 2005 \* 1:00-3:00 p.m. \* SL244**  
**MINUTES**  
[approved Dec. 19, 2005]

**Members present:** Collins, Gelfand, Goldberg, Harvey, Hildebrand, Urrizola, Wilson

**Absent:** Ford, P. MacLeod

**1. Approve Agenda**

Agenda approved

**2. Approve Minutes of Oct. 3, 2005 meeting**

Minutes approved

**3. Action items (Goldberg)**

No. 3 (previous Action Items): Kay has checked the annual reports, and will make sure they are ready to uploaded to website.

No. 4 (Budget) 4): Kay will report later.

No. 5 (Guest Speaker Program): Cathy and Collette worked jointly in co-sponsorship by Education & Outreach and the LAUC-I Professional Development Committee to publicize and present Anita Coleman speaking on research for librarians.

No. 6 (Appointments): Kay announced Philip MacLeod is the new LAUCI Member-at-Large.

No. 7 (Reports on Committees):

*Academic Librarianship:* Yvonne will schedule committee meetings.

*Professional Development:* Kay reported she will discuss mentoring as part of professional review criterion with Judy Kaufman. The view currently stands that it seems to be an appropriate function but yet to be decided is to which criterion it belongs.

*Program:* Ryan reported that the Program Committee has scheduled the Lunch with LAUCI on the third Wednesday of every month with a contingency to move the date if needed on month-by-month basis. It was noted that the last program, with Heather Tunender leading discussion on "Blogs, RSS and Atom Feeds, Wikis, and Social Software," was very successful and covered a topic that should be presented further.

No. 8 (Agenda Topics for Executive Council Meeting): Kay and Manual reported on the last LAUC meeting at the Executive Council meeting.

No. 9 (Announcements) Katherine will check if need password for LAUCI archives. (Post meeting note: on the first of every month, the listserv administrator sends out a password to everyone for access to the listserv archives.) Although passwording was initially questioned, the group decided that there is information in the archives and reports of discussion that should not be available to the public.

No. 10 (Other):

*Meet times, places, length:* Kay has scheduled the membership meeting three times, each time being superseded by a candidate interview which draws many LAUCI members. Kay will schedule the remainder of the meetings in the hopes that the decreasing number of interviews will allow more members to attend.

*LAUC web discussion:* Sylvia checked the LAUC website and reported there was no information to convey.

*Other discussion: Student assistant/LAUCI archivist:* Ryan has checked with Jackie about the feasibility of have a student continue with the LAUCI paper archives. Kay has put the topic of the need for a LAUCI archivist, i.e. someone who will manage the LAUCI Web archival material, on the agenda for the Executive Council.

*Other discussion: Web Welcome message:* Kay will update the welcome message on the LAUCI Web site.

4. **Appointments: Vice Chair:** Discussion was held on potential candidates for Vice Chair.

**ACTION:** Kay will appoint the Vice Chair.

5. **LAUC Executive Board Meeting and LAUC Assembly at UCSC**

- **Third representative to attend**

Space reserved for a third representative is going unfilled and only Kay and Philip will be attending the LAUC Assembly.

- **Proposed changes to LAUC By-Laws (what will be discussed at LAUC Bd meeting at Spring Assembly)**

Kay reviewed recent correspondence and discussion about proposed changes to LAUC bylaws and distributed the Fall 2005 Report of the LAUC Committee on Committees, Rules and Jurisdiction, and printouts of email discussions. These changes would remove procedures from the bylaws and put in into the standing rules to enable changes to be made more quickly. The question arose as to who would vote to change the standing rules – the entire membership or just the Executive Council as representation of the entire membership; also, if so empowered, how would the LAUC Executive Council make the changes – on paper, via email or posting to website, such methodology also used for meetings. There are also vocabulary changes being considered, including the use of the word *assembly* as a name. Kay reported that the change package will be presented in a two-fold process, the first with the mostly likely to be approved changes, saving the more controversial items to be voted on separately. The desired result is to distribute control to the larger membership group but streamline the decision process, as opposed to having smaller group making decision. There would be no major changes to the bylaws, just methodology via the rules.

**ACTION:** Kay will relay comments from Berkeley to LAUCI.

Kay also reported on the impact of UCI representation and how many votes UCI would get at Assembly. UCI now with less than 50 members has three votes, but if the new allocations get passed which would require a local membership of 50 to be eligible for three votes, UCI would only have two votes. Julia remarked

optimistically that by fall of next year, we may have 50 LAUCI member with 6-to-7 new librarian recruitments pending.

**6. Report of Committees:**

- **Program Committee – Lunches with LAUC-I – Ryan**

Ryan reported the first Lunch with LAUCI was well attended (see Action notes above). December's Lunch w/LAUCI is planning to have Collette or someone on the Professional Development Committee talk about mentoring.

- **Professional Development Committee – Collette (no report in her absence)**

- **Academic Librarianship Committee – Yvonne**

Yvonne reported on an upcoming luncheon meeting on professions for humanities PhDs. No one from the AC committee will be available to make a presentation; someone will distribute the Academic Librarianship brochures there.

- **Library Review Committee – Julia**

Julia reported LRC activities are quiet until spring when they will be participating in 11 academic reviews. Kay suggested the LRC present a program to help people under review understand the process, possibly a Lunch w/LAUCI

- **Nominations & Elections Committee – Manuel**

Manuel distributed and reviewed the election calendar.

**7. Report on meeting with retirees**

Kay reported she represented LAUCI at a meeting held with librarians, non-librarians, and retirees. Some of the retirees expressed interest in joining the daytime programs and some were especially interested in BLTs. Manuel suggested they join the BLT listserv. Kay reported they were also amenable to help LAUCI activities. Kay asked to be the contact person for retirees who wish to participate or volunteer in Library and LAUCI activities because there are privacy issues involved in the selective email for correspondence. Ryan suggested that retirees be invited to Lunches w/LAUCI

**8. Holiday project**

Kay reported that LEA is not doing any holiday project this year. She solicited ideas for a needy organization that would least impact the workload of the people who could coordinate the donation as well as make the donations easiest to collect. Julia suggested an organization which sponsors an “adopt a library” in rural America, which would involve collecting checks from donors.

**ACTION:** Julia will contact the adopt a library organization (Libri Foundation, <http://www.librifoundation.org/#CONTACT>): see following up email from Julia) and get information to everyone about the feasibility and logistics of collecting donations for this organization.

**9. Agenda for next Membership Meeting**

No discussion

**10. Other**

Julia brought concerns voiced about temporary librarians participating in LAUCI and subscribing to the listserv. Kay explained the three categories of temporary/part-time librarians: hourly with less than 50% assignment, temporaries with 50% or more assignments, and contract employees who may not be allowed to participate in LAUCI activities under the terms of their contract. Currently only temporary librarians may join LAUCI.

**ACTION:** Kay will address this question to LAUC and get clarification from the bylaws.

*LAUCI archivist:*

**ACTION:** Vice Chair (to be named) will be considered to manage the LAUCI Web archives.

Kay rescheduled the January Executive Board meeting for January 17.

Meeting adjourned at 3:00 p.m.