

LAUC-I Executive Board – Executive Council

Monday, July 17, 2006

3-4:00 pm \* LL 570

MINUTES

[Approved February 5, 2007\*]

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**Present :** Kay Collins, Julia Gelfand, Ryan Hildebrand, Carol Ann Hughes, Judy Kaufman, Carole Kiehl, Gerry Munoff, Lorelei Tanji , Manuel Urrizola, Yvonne Wilson,

**Absent:** Kathryn Kjaer, Collette Ford, Julia Gelfand, Katherine Harvey, Philip MacLeod

**1. Agenda approved**

2. **Minutes of May 17, 2006:** will be reviewed by email upon Katherine Harvey's return.

3. **Summer hours:** summer hours will be increased. Last year Langson summer entrances increased 20%.

4. **Professional Development funds for 06/07:** Kaufman reported that annual allocation per librarian will be \$1,400. Remaining 05/06 professional development funds will be rolled over to 06/07 as part of the \$7,500 budgeted for programs. Staff attending library school will receive \$1,200.

**5. Library searches:**

a. Archivist – no appointment, qualifications changed, reopened July 25

b. Acquisitions, head – no appointment – maximum salary raised, reopened July 21

c. Business Librarian – two interviews have been conducted, one more interview scheduled

d. Collection Development, head – search ongoing, committee evaluating applications

e. Electronic Resources Cataloger – appointment has been made

f. 5 Research librarians – search committee is evaluating the applications, first candidate will interview at the end of August

g. Asian Studies librarian – interview set for July 27

h. Recruiting for a Library Academic Personnel Coordinator who will organize recruitments and interviews and will report to Katherine Gallardo

6. **Senate committee appointment start dates** – Tanji requested that the LAUC-I Nominating Committee seek new LAUC-I representatives to UCI Senate Committees at the time they are searching for LAUC-I nominations. The UCI Senate would like the names of the LAUC-I representatives in July. LAUC-I has been soliciting LAUC-I members in August for the UCI Senate openings. The LAUC-I Nominating Committee should also look for LAUC-I representatives to LAUC statewide committees at same time. These nominations are due September 1.

7. **Transition to new duties of Gallardo with LRC and LAUC-I** – During 06/07 Judy Kaufman will conduct reviews while training Katherine Gallardo. Lillian Gates will continue to support academic reviews and be responsible for staff evaluations.
8. **Report on LAUC Spring Assembly and Executive Board Meetings:**
  - a. LAUC finances: LAUC is over budget for 05/06 and is looking at how to cut expenses. The possibility of having only one assembly a year is being explored. LAUC committees need to explore less costly means of communication, such as, video conferencing and more conference calls.
  - b. There was a presentation on the LAUC research grant processes and how to handle IRB applications for surveying human subjects.
  - c. There was also a presentation on e-scholarship.
  - d. There will be a call for LAUC representatives for LTAG, SOPAG, and Shared Facilities.
9. **LAUC-I Committee Reports**
  - a. Program Committee – There was a second *Timely Topics* in June, 36 people attended.
  - b. Academic Librarianship Committee - nothing to report
  - c. LRC – There will a vacancy due the Heather Tunender leaving.
  - d. Professional Development – LAUC-I must determine how to fill the 2 year appointment to the LAUC Research and Professional Development Committee which approves LAUC research grants.
  - e. Nominating and Elections Committee – nothing to report

\* Minutes approved by Kay Collins, presiding officer and Chair, LAUCI-I Executive Board 2005-2006