
LAUC-I Executive Board – Executive Council Meeting

Monday, October 10, 2005

3-4 p.m. * LL570

MINUTES

[approved Jan. 18, 2006]

Present: Collins, Ford, Gelfand, Goldberg, Harvey, Hildebrand, Kaufman, Munoff, Tanji, Urrizola, Vick, Wilson,

Absent: Hughes, Kiehl

1. **Agenda Review :** Kay added an agenda item from the Executive Board about mentoring as part of the Review Criteria.
2. **Approve Minutes:** Minutes of the July 11, 2005 meeting, previously approved by the LAUCI Executive Board on August 8, 2005, were approved by the joint group.
3. **This Year's activities (Committee reports)**

-- **Academic Librarianship (Wilson)** : Yvonne reported the committee has updated the brochure, and will continue to use it during the year. The committee is looking at its current charge to see what can be accomplished to keep recruitment into the profession concept going, possibly contacting the career office on campus. She noted she has Joan Ariel's material from previous years.

-- **Professional Development (Ford)** : Collette reported this committee will continue to work on fostering mentoring and promoting the LAUC grants. In conjunction with Education & Outreach, the committee will be co-sponsoring a guest speaker program, with a presentation on how research can be developed and reported, and how to prepare grant proposals for research.

Kay opened discussion on where does mentoring fit in the review process. Questions arose as to whether it depends on where the review initiator prefers and whether it fits Criterion 1 or Criterion 3. It may fit criterion 1 as part of the assigned job, especially for review initiators, or if the review initiator assigns the librarian to be a mentor not on a voluntary basis. Or, it may fit Criterion 3, if mentoring is not a formal assignment by an administrator but a voluntary activity. It may also depend on the relationship with the review initiator and whether the review initiator is the mentor.

ACTION: PDC can prepare guidelines for mentoring to establish where this type of activity and Judy will look into adding it in factual resume guidelines

-- **Program Comm. (Hildebrand)** Ryan reported the committee will schedule Lunch with LAUCI's and Timely Topics programs. He solicited ideas for Timely Topics.

-- **LRC (Gelfand):** Kay reported on behalf of Julia that LRC is reviewing last year's annual report and will submit it shortly to post. Kay also reported that Gerry had recently met with the LRC and reviewed the year's activities.

-- **All Committees and Officers (Collins):** Kay reported on the many new volunteers elected and appointed to committees. For the Member-at-Large vacancy, she suggested Philip MacLeod be appointed with the stipulation to check with his review initiator to determine that his workload is can include this assignment.

- 4. Retirees (Collins) :** Kay posed the need to continue contact with retirees, possibly developing programs that can include retirees and make them feel welcome in LAUC. There may be services, volunteer opportunities, databases, and training session that may interest them. Julia inquired as to what happens at other campuses. Gerry reported that Marge Brannon wants to invite retirees to a reception program here to see how they can become more involved in library activities and suggested LAUCI could work with her in reaching out the retirees to be involved in the library.

ACTION: Kay will contact Marge about the program for retirees.

Kay also suggested the UCI Libraries hold evening social activities for new staff as well as retirees. Gerry mentioned privacy issues with regard to what we can use to contact retirees or staff such as email and home addresses. Judy can have newly hired staff and retirees fill out permission forms to allow their addresses be given to other library employees as well as allow the use of the UCNetID email.

- 5. Celebrating Service Milestones for Librarians (Exec.Council):** Judy reported that along the lines of the University celebrating service milestones for staff and although the University does not do similar commendation for academics, Gerry will host a Library reception for people who reach milestones this year, acknowledging librarians as well as staff in addition to what University does. Sylvia suggested expanding kudos award to include librarians.

ACTION: Kay will present the suggestion of expanding kudos award to include librarians to the rest of the LAUCI membership.

- 6. Reporting on LAUC Transition Board Meeting (Collins & Urrizola):** Manuel covered the previous board's activities from the LAUC transition board meeting he attended. He stated the same issues remain prominent such as ad hoc instructional role of librarians and the creation of an ejournal, noting that according to email discussion the proponents wish to present something more concrete and well prepared before presenting to Office of the President for funding. Possibly other alternatives exist such as open access and scholarly communication for librarians.

Position paper taskforce: The Diversity Committee's supplementary report indicated that every campus should have a diversity committee, yet some campuses have a LAUC committee which may exclude staff, and sensed that these committees are ethnic and cultural diversity oriented. LAUC will be working with the campus communities currently in place. From Terry Hughes' report on candidates for committees, Diane Bisom is UCI's representative to SLASAC and all UCI candidates were forwarded to serve on committees.

Kay reported on the new board's meeting noting that while much of the session was devoted to orientation, there were some issues discussed about the coming year. She distributed her summary report, appended to these minutes.

- 7. Other added: Mentoring as part of Reviews** (see discussion under Professional Development Committee report, above).

Meeting adjourned at 4:00 pm.

ADDENDUM

Report to LAUC-I Executive Board & Lib. Council Joint Meeting
Monday, October 10, 2005
Presented by Kay Collins

Summary of the Afternoon session of LAUC at CDL in Oakland, Oct. 3, 2005

New chair: Jennifer Reiswig, UCSD
Chair-elect: Lise Snyder, UCLA

While much of the afternoon was orientation, there were some issues discussed about the coming year.

One theme was to have LAUC do what it is known for: Advocate for Librarians. Many of the project that will continue to show this, e.g., working with faculty senates, continue defining the instructional role of librarians, and Librarian VII.

Librarian VII: Until now no librarian was trying for that step. Now they are and LAUC needs to help develop and clarify guidelines on what is required.

LAUC archives: The organization of the Archives for LAUC is also in need of work. UCI is ahead of other campuses with what we accomplished last year and hope to build on this year.

Budget: LAUC overspent a little last year, mainly on travel. Consequently, this year we are going to have to follow the budget more closely. Some suggestions include:

- Urge committees to use conference calls, not meetings
- Use UCLA Travel Center which makes UCLA LAUC travel arrangements. They often get cheaper flights and they can be cancelled.
- The Fall Assembly is at UCSC, a rather difficult campus to travel to, especially with commercial flights
- Spring Assembly is at UCLA, which is closer for us, and easier for others to travel to. The topic for the program may be repositories. I suggested they talk with Colby Riggs who oversaw coordinating our successful LAUCI Timely Topics program on this subject.
- Have the UC as a whole address this issue, possibly utilizing some of their equipment for things like video conferencing and other communication methods not requiring travel.

Revision of the Bylaws: There was discussion on what will be presented to the membership and how it will be presented. Initially it was decided to present the simple changes first and maybe all together. Then the more controversial topics can be dealt with separately. No one wants the drastic changes put forward by the first draft. Also, the new parliamentarian, Dean Roland, UC Berkeley, hopes to streamline the process of revising bylaws. Pauline Manaka is the current UCI representative to the system-wide Committees, Rules & Jurisdiction Committee.