

LAUC-I Executive Board and Libraries Executive Council
Joint Meeting
Wednesday, August 29, 2007 * 1:00-2:00 p.m. * LL110
MINUTES
Approved October 22, 2007

Present: Harvey, Hildebrand, Hughes, Jazayeri, Kiehl, P. MacLeod, Murphy, Peterson, Smyth, Sunday, Wilson, Yu

Absent: Collins, Grahame, Munoff, Tanji

1. Agenda review – approved with change in order.
2. LAUC-I Executive Board members introduced themselves to Deb Sunday, new AUL for Administrative Services.
3. Minutes of the April 3, 2007 meeting were approved with correction to clarify the 6b action item. Yvonne reviewed the action items:
 - (4) LRC procedures revisions were presented and finalized at the June Membership meeting.
 - (5) Librarian Kudos Award: presented to administration for implementation this year. Deb will review after Staff Kudos Award committee is selected. This topic was discussed further in agenda item 10.
 - (6a) In July LAUC Committee on Professional Governance conducted a survey to compile a list of conferences relevant to the jobs of UC Librarians. The results of the survey have not been distributed.
 - (6b) Yvonne contacted the Business Office to make arrangements for using a university car for transportation to and from the LAUC Spring Assembly in San Diego.
4. As the new AUL/AS, Deb Sunday presented her viewpoints about her role as LAUC-I liaison.
5. Appointment and recruitment update: Deb reported on the status of current librarian recruitments:
 - Research Librarian for Performing Arts – this position will be reposted separately from the Research Librarian for Visual Arts.
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 - Research Librarian for Math and Physics & Astronomy – Search Committee is continuing to work.
 - Web Services Manager – ongoing search

- Head, Science Library Reference – will be reviewed when the Executive Council reprioritizes the recruitment list
- Head, Access Services – ongoing search
- Principal Serials Cataloger – search to be launched in September
- Electronic Resources Acquisitions Librarian – Search Committee is continuing to work.

Deb remarked that there were recent searches for some positions that did not result in an appointment. These positions will be looked at in the future for potential re-posting. In response to Yvonne's question about what is a screening committee, Deb answered that screening committees are no longer necessary and will not be appointed.

6. Deb reported on some minor wording changes to the "Guidelines for Librarian Recruitments," mostly to more clearly define the Academic Personnel Coordinator and Human Resources Ex-Officio positions.
7. Deb announced the schedule for upcoming workshops to prepare librarians for this year's Librarian Review Process. These meetings include: an orientation workshop, a workshop for Review Initiators, and a workshop on writing peer letters.
8. Deb reported that although the State Senate passed this year's budget, the universities do not have their budget yet. She will not know for a couple of weeks what Librarian Professional Development funds will be available for 2007/08.
9. Yvonne asked who is responsible for adding new librarians to the LAUC-I alias. It was agreed that department heads are to notify IT when a new librarian is hired in order for that person's name will be added to appropriate aliases. This includes adding names to the LAUC-I membership alias.
10. The implementation of the Librarian Kudos Award hinges on when the Staff Kudos Award process get started. Deb anticipates that the charge for the Staff Kudos Award will be finalized in late September or early October.
11. Linda's report on the two-day Fall Assembly to be held in Merced, November 15-16 included the programs and speakers that will be offered. She gave an update on plans for UCI to host the Spring Assembly on May 8, mentioning that Julia Gelfand volunteered to head up the planning committee. Significant at this stage of planning is the high cost of renting a room in the new student center which may require special financial arrangements. Linda also noted that LAUC-I will need to create a web page for the Spring Assembly, hopefully with the help of a student assistant.
12. Linda announced the dates for 2007/2008 LAUC-I Executive Board/Executive Council joint meetings: October 23, January 25, April 14, and August 18.
13. The meeting adjourned at 2:00 p.m.