

Minutes
LAUC-I General Membership Meeting
Monday, May 5, 2008 * 1:00-3:00pm * LL 570
Approved July 14, 2008

Present: Andrews, Brown, Ford, Galbraith, Harvey, Hughes, C. Johnson, Kjaer, Manaka, Murphy, Novak, Peterman, Powell, Sibert, Smyth, Sunday, Tomren, Williams, Wilson, Woo, Yu, Zhang

1. Agenda Review

One additional item: Kay Collins's retirement, under News/Announcements

2. Approve minutes: LAUC-I General Membership Meeting Minutes for February 11

Judy Bube was added to the attendance. Christina Woo submitted some cleanup.

Manaka moved to approve the minutes with corrections; Kjaer seconded.

3. News/Announcements - Murphy

- **LAUC-I Representative on the LAUC Diversity Committee:** Jeanine Scaramozzino took over Pat Sarchet's term on the LAUC Statewide Committee on Diversity. The committee was charged with seeking information on retention of librarians in the UC system. LAUC-I created a short survey to identify UC Irvine Libraries characteristics that support retention and those that need improvement. The information gathered from this survey may be used to direct future LAUC initiatives in these areas. Thank you to everyone who completed the survey.
- **Change in LAUC Slate:** The LAUC Nominating Committee made an error in having individuals from the same division (Berkeley) running for both LAUC Vice-President/President-Elect and LAUC Secretary, as this might have resulted in elected officers from the same LAUC division. This violates Article IV Section 3 of the LAUC Bylaws, which states, "Each officer shall be from a different Division." In order to avoid this, Michael Sholinbeck has graciously agreed to have his name removed from the ballot as a candidate for LAUC Secretary. Because there is not enough time to find a replacement candidate given the LAUC election calendar, candidates for both offices will be running unopposed.
- **LAUC-I's 2007 Holiday Donation to Libri Foundation:** The donation will be used to fund a grant for Washington County Public Library in Chatom, AL.
- **Kay Collins Retirement:** Thanks to Christina Woo who designed a booklet in the style of a Senate hearing. The booklet is now being circulated for all to add their testimony.

4. Librarian Recruitments and New Appointments, Kudos Awards – Kjaer

- **New Appointments this year:** Director of Web Services (Kristine Ferry), Electronic Resources Acquisitions Librarian (Lisa Sibert), Research Librarian for Mathematics, Physics & Astronomy (Jeanine Scaramozzino), Head of Access Services (Collette Ford), Principal Serials Cataloger (Carole McEwan), Research Librarian for Education & Outreach (Tina Breitbach will start May 12), Research Librarian for Performing Arts (Erin Conor will start July 1).
- **Ongoing Recruitments:** Research Librarian for Visual Arts, Principal Monographs Cataloger, Temporary Health Sciences Reference Librarian
- **High Priority Staffing Process:** Three new librarian positions have been approved: Outreach Services Librarian, Research Librarian for Scholarly Communication, Digital Initiatives Coordinator (Librarian or Staff). New positions were re-prioritized with current vacancies as part of an ongoing process to determine what should be recruited and when.
- **Next Four Librarian Recruitments:** Research Librarian for Business, Outreach Services Librarian, Research Librarian for Emerging Technologies and Service Innovation, Research Librarian for Mathematics, Physics, & Astronomy.
- **Librarian KUDOS Award:** The call for nominations is open until May 9. More information is available at the Library Administration web site, <http://libadmin.lib.uci.edu/librarian-kudos.pdf>. The committee consists of Jim Galbraith, Becky Imamoto, and Hiro Minamino. The award will be given out at the annual library service awards ceremony, which will be held in July.

5. Staff Recruiting, New Positions, and Library Budget – Sunday

- **Hiring Freeze:** A UCI campus-wide hiring freeze went into effect in March 2008. Certain classes are exempt from the hiring freeze, including librarians. However, UCI will not automatically recruit for all librarian vacancies. The positions are prioritized, and some may be held in reserve to help deal with budget cuts. Staff positions will have to go through a process for exemption from the hiring freeze.
- **Budget Cuts:** Units are doing scenarios to prepare for the possibility of a 5-10% budget cut. The Libraries are preparing divisional budgets for FY2009 at a 3% cut. By having a list of vacancies with some positions on hold, this may allow us to cut deeper if necessary. The governor's second budget will come out May 16, after which more information may be available. Administration wants to stress that budget cuts are a way to avoid layoffs, and that avoiding layoffs is the goal.

6. May 7 Spring Assembly Final Preparation - Murphy

- Planning Committee recognition: Thanks to everyone:
 - Julia Gelfand, Committee Chair
 - Pauline Manaka & Judy Bube – Catering
 - Kay Collins & Christina Woo – Executive Board dinner arrangement
 - Sheila Smyth – Hospitality
 - Brian Williams & Becky Imamoto – Transportation & Parking
 - Cathy Palmer & Rachel Paley – Website Design

- Holly Tomren – Website & Registration
- Keith Powell – Equipment Setup
- So far there are 92 registered attendees.
- The packet is not quite ready for distribution.
- Program agenda: There will be three presentations and an update from UCOP.
- There will be 2 sign language interpreters.

7. LAUC-I Standing Committee Updates

a. Academic Librarianship Committee – Manaka

- ALC will have a table at the student appreciation picnic on May 14.
- ALC would like to hold a program for library students or people interested in library school, to create a network for them and to encourage librarians to serve as mentors.
- ALC will be doing a poster session at ALA Annual in Anaheim.

b. Library Review Committee – Woo

- LRC has completed academic reviews for this year and continues to work on appointment files.
- LRC is looking at its charge to provide documentation of LRC's day-to-day procedures, which will be an internal document to pass from one LRC to the next.

c. Professional Development Committee

- Judy Bube is at the reference desk and is unable to be here to report. Six LAUC research grants were submitted statewide: 2 were accepted, 2 were revised, and 2 were not accepted.

d. Program Committee – Novak

- Lunch with LAUC-I: Thanks to everyone who made the book club a success. The Program Committee is planning two more Lunch with LAUC-I programs, ideally one before ALA and a finale in the summer.
- Timely Topics: The committee selected Pat Wagner (www.pattern.com). The tentative date for the program is August 14, 9am-1pm. Novak will send an email with more information.

e. Nominating Committee – Wilson

- The slate was distributed via email. Wilson moved that nominations were open from the floor. There were no further nominations. Nominations were closed. The Nominations Committee will now create a ballot.

- Ballots will be distributed next week and will include both the LAUC-I ballot and the LAUC statewide ballot. Instructions will be included.
 - Election Day is June 4, per the LAUC election calendar. Ballots must be turned in by 5 pm.
- f. Orientation to New Librarians – Wilson
- Wilson completed orientation for Carole McEwan.
 - Orientation for Tina Breitbart and Erin Conor will likely take place in August.
8. LAUC-I Budget – Brown
- We will ask for an exception to use FY2007-08 funds for Timely Topics in August, as has been done in years past.
 - The LAUC-I budget will be able to cover the Spring Assembly and is in good shape overall.
9. Librarians@UCI Web Site – Brown, Murphy, Manaka
- The librarian directory has been updated and should reflect the most up-to-date list of librarians from HR.
 - The "Coming soon" wording has been removed from those librarians who have not yet done their profile.
 - The ALC subcommittee has been working hard on the Career Recruitment and Outreach Program (CROP) brochure.
 - Note: The diversity team has been disbanded. This link should be removed, as should the LEA link.
 - The Living & Working in Orange County page will be incorporated into HR's forthcoming recruitment page.
10. March and April LAUC Executive Board conference call highlights – Murphy
- There are 3 finalists for the CDL University Librarian position.
 - The Research and Professional Development Committee will give an update at the LAUC Spring Assembly on May 7.
11. ALA Conference in June – Murphy
- There was a discussion about arranging carpools to the Anaheim Convention Center. Kathryn Kjaer and Kristin Andrews volunteered to coordinate this.
12. Wrap up and Adjournment
- Meeting adjourned at 2:30pm.