Present: Andrews, Brown, Bube, Hughes, Manaka, Munoff, Murphy, Novak
                Peterman, Sunday, Tanji Wilson

Absent: Kiehl, Tomren, Woo

1. Agenda review – approved.

2. Minutes of the October 22, 2007 meeting were approved with correction of Net Tracker for Web Tracker. Actions items were completed.

3. Announcements – no announcements.

4. Appointment and recruitment update – Sunday

    - Four positions have been filled.
    - Research Librarian for Math, Physics and Astronomy is Jeannine Scaramozzino
    - Director of Web Services is Kristine Ferry
    - Head of Access Services is Collette Ford
    - Principal Serials Cataloger is Carole McEwan
    - Head of Monograph Cataloging has been pulled back to rewrite the job description.
    - Searches are in process for Research Librarians for Education & Outreach, Visual Arts, and Performing Arts
    - Three Non-Librarian searches are in process
        o Director of Space Planning
        o Director of Development with dual appointment with the UCI Advancement and UL
        o Organizing and Training Officer

5. Librarians@UCI web site activities-- Google Webmaster Analytics and Net Tracker statistics for LAUC-I website - Brown

    - Google Webmaster Analytics and Net Tracker statistics for LAUC-I website

    Mitchell Brown demonstrated and reviewed the Google Webmaster Tools to track web activity. It has characteristics of Net Tracker and uses Dashboard to graph usage. It generates weekly reports and targets individual documents. It does not simply count hits to the overall site, but groups searches into a custom search of links. "Things to do in Orange County" has the most hits. Where librarians live in OC can be graphed. Determines entrance path and follows search pattern. Helps target audience using site

and how to improve user access to information on the site. Terms should be embedded on a higher level of the website to reach more users. Terms should be more common or relevant to make searching easier.

- Faculty profiles for librarians – used by others shown by number of hits

  The ALC with PDC is holding sessions for librarians to update their profiles and include photos.

- CROP Brochure – can determine who is using it and the terms used to search it. A new name may be needed. Academic Librarianship Committee is working on the CROP

6. Spring Assembly Update -- Murphy

Julia Gelfand is doing a wonderful job on the arrangements. The Spring Assembly will be held at the Bren Events Center in the Koll Room and lunch will be served on the Berry Terrace. The Committee anticipates 100 people will be in attendance. The event will be free to all attendees. The registration web page will be up in March. Linda Murphy thanked the UL for his support for the meeting and for funding the two sign language interpreters.

7. LAUC-I Budget Update – Brown/Murphy

Support for the two sign language interpreters came from the UL. Thank you to the UL. $1,800 will be allocated from the LAUC-I General fund to help pay for the LAUC 2008 Spring Assembly.

8. LAUC-I Standing Committees Update

- ALC – Manaka

  Members include Keith Powell, Katherine Harvey, Sheila Smyth, Pauline Manaka, Chair.
  Recruitment programs with Career Center and Kate Hill's assistance.
  Esther Grassian from UCLA participated in librarianship panel via Second Life.
  Keith Powell and Deb Sunday developed a banner.
  Developed a new model for LAUC-I page using four column format.
  Worked with PDC to update the Librarians@UCI page and to encourage all librarians to update their profiles during 2 meetings in March including photos.
  There will be one more Career Fair in March for Graduate School recruitment.
  Working with the end of the year picnic for graduating students who work in the library.
  Working with Kathryn Kjaer on Frequently Asked Questions on the Annual Plan, which is to be reviewed by the committee annually.

- PDC – Bube
  Members include Brian Williams, Kristine Ferry, Ying Zhang and Judy Bube, Chair

Two grant proposals have been submitted, one by Ying Zhang titled "Verification of a Holistic Digital Library Evaluation" and one by Rebecca Imamoto titled "Libraries in the Japanese American Internment Camps." They will be submitted to the systemwide committee for review for funding.

Brian Williams will represent UCI at the systemwide meeting at UCSD to review all of the UC LAUC proposals.

PDC will work with ALC to help librarians update their Librarian Profiles.

- PC -- Novak
  Members include Ryan Hildebrand, Vicki Grahame, John Novak, Chair
  The committee has spent $1,000 of its $7,500.
  In December it sponsored a luncheon on Writing LAUC Grant Proposals
  A book club to discuss Everything Miscellaneous is scheduled.
  Possible Timely Topics include leadership, professional life and technology
  Meeting on professional conferences.

- LRC – Murphy for Woo
  Members include Dan Tsang, Wanda Jazayeri, Jackie Dooley, and Christina Woo, Chair
  Recruitment Guidelines are current.
  February begins the LRC review cycle where meetings will be scheduled to review documentation in review files.

- Nominating Committee & New Librarian Orientation – Wilson
  Members include Becky Imamoto, Cynthia Johnson, and Yvonne Wilson, Chair
  Reviewing list of nominations to be presented to the LAUC-I Executive Board.

  Orientations for new librarians, Jeanine Scaramozzino and Carole McEwan.

9. Mentoring Program – Murphy

- Linda Murphy announced Cynthia Johnson's suggestion for a LAUC-I program on the factual resume process in the capacity of mentorship. Deb Sunday could work with Kathryn Kjaer on content for such a program for the future success of the librarians. Pauline Manaka suggested it as part of the charge to the ALC for next year.

  ACTION: Linda Murphy will investigate with Kathryn Kjaer ways to make a presentation on the factual resume process.

10. Adjournment

The meeting was adjourned at 11:00 am

Next meetings:

14 April 2008   18 August 2008