

MINUTES
LAUC-I Executive Board Meeting
Monday, March 2, 2009 * 10:00 am – 11:13 am * LL 110

Present: Brown, Ferry, Harvey, Imamoto, Murphy, Peterman, Sibert, Tsang

Absent: Conor, Johnson, Tomren

1. Agenda review **ALL**

2. Approve minutes: LAUC-I ExBd minutes for February 2, 2009 **Sibert**
 - Peterman asks that all standing committee names be spelled out the first time they are mentioned in agendas and minutes, with acronyms in parentheses
 - Approved with changes

3. News/Announcements **Brown**
 - ◆ The list of LAUC-I members has been updated to include the two temporary archivists; Danielle Kane will be added to the list shortly. Total is now at 49, including Danielle Kane and all administrators.
 - ◆ Ad hoc committee on Librarians@UCI was formed following the last General Membership meeting and it has begun work. Committee members are Jeffra Bussman, Christina Woo, Sheila Smyth, and Kathryn Kjaer. They are charged with reviewing the Librarians@UCI webpages, editing and update content by end of March, and presenting a plan to the Exec. Board by April 6 for maintenance of the site going forward.

4. LAUC-I Budget **Peterman**
 - At same level as last meeting: \$3501.95 expended, \$11073.05 balance. Receipts from General Membership meeting did not make to the ledger yet. (upon review, it seems the balance was correct, per MB)

5. LAUC-I CROP (Career Recruitment and Outreach Program) brochure **Brown/Harvey**
 - View draft of CROP brochure webpage and PDF brochure design
 - Brown made mockups as example of one way to treat website & brochure going forward. Internet Archive allowed Brown to pull up old website librarycareers.org (Ala site that is no longer active) for design model. Brown presented mock-up: elements include one large central photograph (Harvey confirms this is the type of thing we want to do); action librarian shots; picture & directional text; quote underneath photo; 4 link buttons with just opening text, which link through to more content for each topic; links across the top to library organizations, UCI Libraries, etc; and left-side directional links or image placement.
 - We can use UCI Lib banner or something that represents the wider library community. Ferry suggested using LAUC banners if possible.
 - Brochure probably modeled after first page, on tri-fold design. Harvey showed four-fold example as option.
 - Website more active than brochure, which will be in PDF.
 - Brown confirmed that although this in addition to the content under review by the ad hoc committee, the CROP brochure redesign and editing of Librarians@UCI are being taken into consideration together. The ad hoc committee is only currently looking at

text on Librarians@UCI, while the CROP brochure, which this agenda item refers to, is a sub-page of that website.

- Peterman thinks it should be made clear to the ad hoc committee how these two pieces fit together.
- Distinction was made that the CROP brochure describes being a librarian anywhere – it is not specific to UCI.
- Harvey is happy with the mock-up Brown provided; the graphic elements and the design for the print brochure will be dealt with going forward.
- Peterman asked if can we get an extra link on the Libraries' website to the LAUC-I pages. Ferry suggested contacting Kjaer, who administers those three pages.
- ACTION ITEM: Brown will share the mock-up with the ad hoc group; Harvey will share with ALC; Brown will put files into Harvey's folder so ALC can access it.

6. Spring Assembly update – UC Riverside, Palm Desert (May 13, 2009) **Brown**

- Conference call scheduled for Friday 3/6, more details forthcoming then
- Website doesn't have info yet
- Carpooling possible: Murphy suggests asking LAUC-I to fund transportation for carpooling, i.e. renting a car or utilizing the Zipcar service, which has mini-vans.
- Later start time, probably closer to noon, and plan to run till 5; Lunch will be provided.
- Next-Gen TS is main topic, format still pending.
- Speakers – Brian Schottlaender, maybe Karen Calhoun from OCLC.
- No update yet on whether any charges will be applied for parking, lunch, etc.
- Hopefully details will be available by the next Exec. Board meeting.

7. Standing committees update

- ◆ Academic Librarianship Committee (ALC) -- **Harvey**
Most recent meeting Tues. 02/17:
 - discussed CROP brochure
 - Student appreciation picnic 05/20: ALC has a booth, needs pamphlets, soliciting from various library schools; small glitch in scheduling, as it conflicts with the IUG meeting in Anaheim, though staffing the booth for Wednesday should be ok.
 - UCI's Alumni Association has Career Conjunction in connection with the Career Center; UCI Alumni are resources for careers: looking into whether they have a list of UCI alumni who are librarians in the area and if ALC could use them as resources. Career Center has a career fest in February with special programs for different careers/ ALC will look at being involved next year (although there is probably a charge to be involved).
- ◆ Librarian Review Committee (LRC) update -- **Tsang**
 - One month ahead of schedule: two files done, two pending. Doing 14-15 files this year. No info yet on the AUL candidates for the law school. The new librarians for the law school will go through LRC (except the AULs).
- ◆ Professional Development Committee (PDC) update -- **Ferry**
 - Another call for mini-grants has gone out; deadline is Monday 3/16. There might be plenty of money left still. Brian Williams went to UCB and discussed applications currently in; system-wide group is editing, responding to applicants.
 - eScholarship: PDC will create an instance for UCI Libraries, with 2 departments: one for LAUC-I handled by PDC and one for the Libraries in general, handled by

Collections. It is possible that the two different avenues will have different sets of policies. PDC is drafting guidelines for LAUC-I portion, will share when ready.

- ◆ Program Committee (PC) update -- **Imamoto**
 - This Thursday is the next Lunch with LAUC-I, the topic is working remotely. Jeff Fisher from Teaching, Learning & Tech. group on campus will be talking. Also speaking: Jeff Schneidewind about ILC capabilities, Jeffra Bussmann about Elluminate, Carole Hughes about Skype and Brian Williams about the texting program. Snacks will be provided.
 - Brown: LAUC want to get a sense of what each campus is capable of supporting
- ◆ LAUC-I Nomination committee update and orientation to new librarians **Murphy**
 - Presented draft ballot at last Gen. Membership Meeting; no response to change anything. Nominations for state-wide LAUC will go out in April, with the election in June.
 - Orientation for Bussmann and 2 new archivists are done; Danielle Kane is pending.

8. LAUC Executive Conference Call on 02/06/09 highlights – **Brown**
- Brown wasn't able to be on the call, but reviewed the minutes. There was discussion about Spring Assembly; details about the program were discussed: suggestions included panel discussions during or before lunch, break-out sessions.
 - Sam Dunlop is working with Phoebe Ayers to update the LAUC website items; she's been making updates as changes happen.
 - Sam Dunlop talked with Brian Schottlaender about sending out a memo recommending that the ULs talk to their libraries about budget on a regular and ongoing basis. The idea was initiated by UCR in a letter drafted to LAUC requesting discussion. Designed to flesh out how budget issues manifest themselves on individual campuses. This may be part of the Spring Assembly program.
 - Teleconferencing might take place at Spring Assembly. The presentation from UCOP will probably be Skyped or teleconferenced in some other way.

9. Local conference proposal **Brown**
- The Libraries' Reach & Today's UC Student Experience, proposed by Pauline Manaka as either something that could be handled by PC or something larger; larger scope than Timely Topics, perhaps. Her proposal discusses the interaction of libraries and the undergrad UC experience, from beginning through graduation. UCB & UCLA are having library-related conferences re: academic integrity, plagiarism, etc.
- The Exec. Board identified the following areas that should be clarified before discussing further:

- Who is the audience for the conference? Faculty integrating information literacy into their curriculum, the writing centers, other UC campuses?
- Not for this year - at least 1 year out, at the earliest spring or fall 2010
- Who would take on sponsorship?
- What would be the goal of the program?
- How would funding be handled?

10. Wrap up and Adjournment
- Exec Board meeting w/ Library Council on 04/13/09
- Adjourned, 11:13 am

Next 2009 meetings:

06 April 2009

04 May 2009

01 June 2009

29 June 2009