

MINUTES
LAUC-I Executive Board Meeting
Monday, June 29, 2009 * 10:00 – noon * LL 110

Present: M. Brown, K. Harvey, D. Peterman, L. Sibert, H. Tomren

Absent: K Ferry, B Imamoto, R. Johnson, L. Murphy, D. Tsang

1. Agenda review **ALL**
 Approved

2. Approve minutes: LAUC-I ExBd minutes for June 4, 2009. **Sibert**
 Approved with corrections

3. News/Announcements **Brown**
 - ◆ Following up on Library Awards Ceremony, Celebration, and Reception on June 25 in Student Center: Pacific Ballroom AB
 - Brian Williams got the Librarian Kudos Award; Hadeel El-Ahraf got the Staff Kudos Award
 - Kudos Awards will most likely continue next year, still administered by Deb Sunday, AUL for Academic Affairs
 - ◆ Open call for LAUC Representative to Systemwide Operating and Planning Advisory Group (SOPAG), 3-year term – due June 26
 - Sam Dunlop wanted a deadline of June 26, 2009; no word as of this morning
 - Marilyn Bergstrom ending a 3-year term
 - Position needs someone who is aware of the system and can commit to the amount of work involved
 - ◆ Transition activities: folder permissions, etc., before September hand-off
 - ◆ Discuss details of Exec Board transition at 8/3 meeting
 - ◆ Appoint Sibert as Secretary Pro-Tem for remainder of Conor's term
 - Chair allowed to appoint pro-tem positions
 - Peterman seconds the motion

4. LAUC-I Budget update **Peterman**
 - Current balance: \$10320.14 as of 05/31/09
 - Sometimes charges are back-dated, so the available balance is not always accurate
 - The Hyatt Regency bill & parking permits were paid from the recent LAUC-I Timely Topic program Research in Libraries. No honorarium has hit the ledger yet.
 - Brown: The budget for next year is pending. LAUC is being asked to do a zero-sum evaluation. LAUC -I hasn't been asked to do that yet, but some planning & estimation should be expected locally.

5. Standing committees update **Harvey**
 - ◆ ALC update --
 - Will finish CROP Brochure no matter what.
 - One pending item from this year: luncheon bringing together current LAs who are in library school with students on campus who may be thinking about library school. This will be passed on to the next year's committee.

- ◆ LRC update -- (Brown) **Tsang**
 - Finished reviews for the year, letters have gone out.
- ◆ PDC update -- (Brown) **Ferry**
 - eScholarship@UCI is now active and link has been added to the LAUC-I website (middle portion, with the documents). Ready for submissions locally. Library portion and non-library faculty portion have been set up. Unclear how far back submissions should go.
<http://staff.lib.uci.edu/departments/collections/escholarship.html>
 - Charge for next PDC – attracting input, holding session to show people how to submit, etc.
 - No word yet on LAUC research grants; as of LAUC Spring Assembly, recommendations had been sent to UCOP. Five research grants identified as recommended; travel grants also submitted, should be awarded July 1. Lucia Diamond asked for remaining money to be carried over to allow LAUC Chair to distribute as ongoing travel grants, but unclear if UCOP will allow that or not. There will be a report at LAUC Exec. Board transition meeting about how much money is left at the end of this year.
- ◆ PC update -- **Imamoto**

No report
- ◆ LAUC-I Nomination committee update and orientation to new librarians (Brown) **Murphy**

Update on vote and presentation of results

 - Election held, no specific problems
 - Murphy forwarded the results to General Membership, and Brown forwarded results to LAUC-I Exec. Board listserv
 - A total of 36 Electronic Ballots were submitted (out of a possible 50).
 - 28 or 30/40 voted last year
 - This year, only final names were reported, no vote count was included:
 - Vice-Chair (Chair-Elect): Kristine Ferry
 - Secretary: Lisa Sibert
 - Members at Large: Anthony Lin and Brian Williams
 - Academic Librarianship Committee: Cynthia Johnson, Rachel Shulman and Ying Zhang
 - Library Review Committee: Keith Powell
 - Professional Development Committee: Virginia Allison, Sheila Smyth and Holly Tomren
 - Program Committee: Tina Breitbach and Carole McEwan
 - LAUC-I Bylaws Results: Yes, I accept all proposed revisions
 - LAUC-I majority votes for Manaka as Vice-Chair/Chair-Elect for LAUC
 - Votes for LAUC positions go to LAUC as raw votes (rather than one cumulative vote from UCI)
 - LAUC results will come in early July
 - Write-in candidate problems: if the box next to write-in wasn't checked, but the name was written in, the final tally didn't show those as raw votes, but the name did show up. This resulted in a slight discrepancy that had to be manually accounted for.
 - Executive Board will recommend next year to continue with electronic ballot

- EEE Survey has a feature to export individual results for each ballot – this is needed for records management until the election has been certified. After certification, last year's records can be destroyed.
- The entire ballot is on saved on EEE, as well as in T:\LAUC-I\2008-2009\Committees\Nominating Election\2009-10 Election Results

6. 6/5/09 LAUC Executive Conference Call highlights –

Brown

- ◆ LAUC Transition Meeting: August 17 at Berkeley
 - Still working out costs: UCOP is recommending a conference call, though this is one of the few times that members get to meet in person before work begins in new year, so LAUC is hoping for an in-person meeting
 - UCOP could cut off travel funding if they want to
- ◆ Discussion of Career Compass initiative at UCSD, interest also at UCD
 - <http://careercompass.berkeley.edu/index.html>
 - See June 1, 2009 Meeting minutes

7. Refreshment for the 7/6 General membership meeting

- ◆ Held in LL 570, 1:00 pm - 3:00 pm: drinks and light snacks only
- ◆ Early meeting because ALA is in July this year
- ◆ Quorum won't be needed at this meeting

8. Agenda items for the LAUC-I Membership Meeting, July 6

Brown

- ◆ Announcements
 - A call for LAUC-I Senate Committee Appointments 2009/2010 – vacancies for Undergraduate Admissions & Relations with Schools (CUARS); Research, Computing and Libraries (CORCL); Graduate Council (GC); Planning and Budget (CPB); Subcommittee on Courses (SCOC); Undergraduate Scholarships, Honors & Financial Aid (BUSHFA)
- ◆ Approve minutes: LAUC-I General Membership Meeting minutes from May 11, 2009.
- ◆ Academic Senate Annual Reports
- ◆ LAUC-I Standing Committee Reports
- ◆ LAUC Executive Board updates

9. Wrap up and Adjournment

- ◆ Miscellanea:
 - Beatrice Tice and the new law librarians should be invited to next year's LAUC-I events; they will be included in LAUC-I listserv.
 - Member-at-Large transition: hand keys over, discuss inventory & new purchases; should buy another extension cord
 - Peterman would like to hold LAUC-I Exec. Board meetings Tuesday or Thursday unless there are objections
 - Joint LAUC-I Exec Board & Libraries Exec Council needs to be on Mondays per standing request from last year
 - Secretary to create timeline to make sure all reports are accounted for.
 - Charge/by-laws indicate that Secretary is responsible for maintaining content of website

FINAL

- Although CMS is on horizon, LAUC-I website will be later, after Libraries sites are moved
- LAUC-I could volunteer to be pilot/test case for CMS
- Could we do an ad hoc web position for coming year?
- ◆ Meeting adjourned at 11:06 am

Next 2009 meetings:

10 August 24 August