

AGENDA

LAUC-I General Member Meeting

Date: Monday, 9 February 2009 **Time:** 11 a.m.–1 p.m. **Location:** LL 570

Present: Virginia Allison, Tina Breitbart, Mitchell Brown, Jeffra Bussmann, Erin Conor, Julia Gelfand, Katherine Harvey, Robert Johnson, Kathryn Kjaer, Tony Lin, Pauline Manaka, Carole Mc Ewan, John Novak, Dana Peterman, Rachel Shulman, Lisa Sibert, Sheila Smyth, Deb Sunday, Lorelei Tanji, Holly Tomren, Dan Tsang, Brian Williams, Christina Woo, Abraham Yu

1. Agenda review – 5 min **Peterman**
2. News/Announcements – 5 min **Peterman**
 - ◆ Kudos Award for Librarians and Library Staff
 - Kudos Awards will now be chosen by a committee comprised on two staff, two librarians, Lillian Gates, and Kathryn Kjaer. Recipients of Kudos Awards from the previous two years will also be invited to serve on committee.
3. Approve minutes: LAUC-I General Membership Minutes Nov. 10, 2008– 5 min **Peterman**
 - Approved, with corrections.
4. Welcome new librarians -- 5 min **Peterman**

Introducing new LAUC-I members Rachel Shulman, Anthony Lin, Jeffra Bussmann
5. LAUC-I Budget **Peterman**
 - Balance as of 31 December 2008 is \$11,073.05. 24% of total budget has been spent.
6. Discussion with Gerry Munoff, University Librarian -- 25 min
 - Munoff summarizes the budget process
 - Governor issues a budget in January, this is revised in May.
 - Constitution of CA says legislature must pass budget by July 1st. (this rarely happens)
 - A portion of the state budget is allocated for UC and goes to the Regents
 - The Regents then allocate block-grants for each campus
 - Each campus handles their allocations differently. At UCI, the library submits a statement of needs/requests to get its allocation.
 - Still haven't been issued our allocation for this fiscal year
 - Additional cuts this year are likely
 - Any type of furlough would likely be a directive from UCOP, not the Governor.
7. Reports from LAUC-I Representation on Academic Senate Committees
 - ◆ Educational Policy – Cathy Palmer. Report submitted via email:

“Activity Summary:

- CEP reviews and approves the Consent Calendar each month. The Consent calendar consists of all changes to undergraduate academic program requirements, course requirements, approval for fulfillment of general education requirements, etc.
- Reviewed and approved Learning Outcomes for the General Education requirement categories I-IX. Approved language for use in the General Catalog to incorporate learning outcomes into GE requirement descriptions.

FINAL

- Provide oversight of the CEP Review of Lower- and Upper-Division Writing. The review will include questions about how to better integrate information literacy instruction into the lower and upper-division writing courses.
- Met with EVC Gottfredson for discussion of academic freedom issues related to faculty.
- Responded to the report of the external Academic Program Review of the School of Biological Sciences.
- Prepare for Western Association of Schools and Colleges (WASC) Accreditation review of UC Irvine.

Responsibilities:

The Council on Educational Policy (CEP) considers all matters related to academic policy, makes recommendations regarding curricula and programs and other educational matters, including general campus requirements and grading systems, issues recommendations on the establishment, substantive modifications or withdrawal of academic programs, and reviews and reports on the character of the educational programs on the Irvine campus. The Council is authorized to act for the Division in approving new or amended degree requirements, including new or amended minors, specializations, concentrations or emphasis, recommended to the Division by the several Faculties.

The Council acts as a screening committee for the breadth options. It reviews courses submitted by the academic units, and approves or disapproves them according to the guidelines listed in Appendix V of the Divisional Senate Manual. The Council reviews all breadth option courses at regular intervals and take appropriate action.

The Council advises on all educational policy matters pertaining to programs outside of the core campus undergraduate programs, including, but not limited to, matters relating to international education and continuing, part time, and summer session education. In matters pertaining to the establishment, substantive modification or withdrawal of programs that may impact core campus academic programs, the Council issues recommendations with the Graduate Council, as applicable.

The CEP maintains liaisons with the University Committees on Educational Policy, Preparatory Education, and UC Education Abroad.

General Education Learning Outcomes University of California, Irvine (approved 1/8/09)

Practical abilities (Categories I, V, and VI) -- what students should be able to do

Category 1: Writing

Because of the importance of visual, oral, electronic, and written communication in every academic discipline, in the professions, and in public life, the University is committed to developing a variety of communication abilities in students at all levels and in all areas. The Writing Requirement expresses this broad commitment, but the concern for and attention to rhetorically effective, accurate writing is expected in all courses. The Writing Requirement consists of two courses at the lower-division level beyond the UC Entry-Level Writing Requirement and one upper-division course in a discipline.

After completing this general education requirement, successful students should be able to do the following:

Lower-division writing:

-demonstrate rhetorically effective, accurate writing and communication ability across a variety of contexts, purposes, audiences, and media using appropriate stance, genre, style, and organization

-develop flexible strategies for generating, revising, editing, and proof-reading texts

-develop abilities in critical reading across a variety of genres and media

-demonstrate information literacy skills by locating, evaluating and integrating information gathered from multiple sources into a research project

Upper-division writing:

FINAL

- demonstrate rhetorically effective, discipline-specific writing and communication for appropriate academic, professional, and public audiences
- demonstrate, at an advanced level of competence, use of discipline-specific research methods, genres, modes of development, and formal conventions
- demonstrate advanced information literacy skills by locating, evaluating and integrating information gathered from multiple sources into discipline-specific writing”**

◆ Faculty Welfare – Carol McEwan

- Met 4 times.
- Main focus was processing faculty salary equity data; committee has this data from Chancellor for last ten years
- Planning to analysis data for gender equity issues, will share results with the Council of Academic Personnel

◆ Graduate Council – Lorelei Tanji. Report submitted via email:

“Much of the pending work of GC is confidential so my report is brief or deliberately vague:

1) Academic Program Reviews for 2008-2009

Joint reviews are organized by the Academic Program Review Subcommittee (APRS) made of selected members from Grad Council and CEP (Council on Educational Policy):

College of Health Sciences and School of Medicine also up- Education

Formal followups from previous reviews/status reports:
Samueli School of Engineering

Also some miscellaneous post-review issues related to past reviews.

2) Misc. issues

- Graduate Division is creating a center for graduate students & post-docs to receive information and workshop training.
- Submission of electronic theses & dissertations (ETDs) are in the process of being implemented as a pilot with the possibility of electronic submission at end of Winter Q or else Spring Q 2009; Kevin Ruminson & Steve MacLeod are working collaboratively with Graduate Division staff.

3) Other subcommittees of Graduate Council:

- Graduate Program Structure and Student Mentoring Subcommittee: Ensuring that graduate programs provide the structural support and mentoring to enhance the graduate student experience.
- International Exchange Subcommittee: Interested in enhancing international exchange programs (particularly for graduate students)
- Graduate Student Support Subcommittee: Drafting a proposal for more funding support to graduate students.
- Graduate Student Housing : Trying to balance equitable access to housing and length of stay
- Interdisciplinary Graduate Programs: How to facilitate the development and oversight of interdisciplinary programs. An example is ACE Arts Computation & Engineering which might soon be called CFAST Critical Practices in Art, Science, and Technology

4) Evaluating numerous miscellaneous proposals for changes/modifications/proposals re academic graduate programs (new & existing)

I have distributed some of the relevant paperwork to subject librarians as appropriate to help inform them about plans for new academic programs or significant changes in existing programs, and have asked them to treat the paperwork as confidential.”

◆ Planning and Budget – Julia Gelfand

- Meets bi-weekly, with additional meetings as needed.
- Current issues include anything that would impact budget, new construction, sharing information with sister campuses.
- Endowed chairs, new academic programs, changes in status for research units are also discussed

◆ Research, Computing and Library Resources – Carol Ann Hughes. Report submitted via email:

“Since the beginning of the fiscal year FY08 there have been 4 CORCL meetings of which I have attended 3. At the December meeting, I gave an overview of how Melvyl and ANTPAC link to Google Books, with some discussion of the Google settlement. At both the November and December meetings I gave an update on Libraries space planning progress. The proceedings of CORCL are confidential, so there is no report on other matters.”

◆ Student Experience (CSE) – Robert Johnson. Report submitted via email:

“ Committee on Student Experience has the following subcommittees:

- Academic Grievance
- Teaching Committee
- Minority Student Experience
- Transportation
- Vice Chair
- Special Senate Committee on Diversity (SSCD)
- Biking Advisory Committee
- CPOC (Parking)
- Graduate Student Housing

The council has discussed, voted on, and/or submitted comments on the following:

- Faculty Experiences and Perceptions on Academic Dishonesty
- Academic Integrity
- WASC (accreditation standards)
- Accountability Standards
- CSE is charged with appointing a Grievance Panel
- Request for Permission to Use Official UC Irvine Identification Photos within EEE environment

Academic Integrity has been thoroughly discussed (based on the results of the *Faculty Experiences and Perceptions on Academic Dishonesty* survey), and opinions differ widely between the schools. The UC Accountability Standards (Accountability2 Framework) was discussed at great detail, and members passed on areas of concern to UC.”

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◆ Privilege and Tenure – Kristine Ferry. Report submitted via email:

“It has been a light year so far, but the Chair has indicated some grievances requiring our attention will soon be coming our way.”

◆ Subcommittee on Courses -- Sheila Smyth. Report submitted via email:

“This subcommittee approves new courses and changes in courses. An agenda packet is sent to each subcommittee member which contains a standardized form for each course requesting action, and additional documentation as necessary. I attended the subcommittee meetings as a non-voting member and recorded the action on each course. Before putting the agenda packets in the Approval Area, I sent an e-mail to all LAUC-I members (which includes bibs) to call to their attention any significant new courses being offered and any other important information regarding changes to existing courses. This year the committee continues to look at the value/educational impact of offering online courses in the Summer quarters for regular students not in Extension (of course we don't want to have too many). Also the committee is investigating why some departments are increasing the number of graduate students teaching upper division classes (Is it for cost saving reasons in these bad economic times? We want to provide students with the best education as possible.)”

◆ Undergraduate Admissions & Relations with Schools – Cynthia Johnson. Report submitted via email:

“The purpose of CUARS is to:

1. Make recommendations regarding policies on admissions, enrollments, and outreach activities to the administration and to the Academic Senate, and provide faculty coordination for outreach activities.
2. Monitor outreach programs directed toward academic enrichment of the campus through a diverse student body, and advise the campus administration on the disbursement of any funds designated for such programs.
3. Maintain liaison with the systemwide [Board of Admissions and Relations with Schools \(BOARS\)](#).

Last year, much of the discussion focused on the proposal for new admission standards, which was approved by the Regents in February 2009.

This year, discussions have focused more on admissions processes and the information used at UCI for admissions.

CUARS has worked with UCI Admissions on the best way to use UCLA admissions information - Opportunity of shared scoring with UCLA. CUARS approved, with some changes to make sure UCI would not overlook candidates that might be eligible, for UCI to make use of UCLA's scoring for applicants to both campuses – saves time and labor for UCI Admissions' staff.

CUARS has also discussed the information provided in undergraduate applications:

Some campuses include information on ethnicity, gender, GPA and test scores on the applications presented to Schools. UCI, Davis, San Diego, and Santa Barbara do not disclose this information. General Counsel and the Regents would recommend that ethnicity and gender not be used directly to evaluate an application; however, proxies for ethnicity (family income, geographical location, first generation to college) may be taken

into consideration when reviewing application. Applicants can also discuss how ethnicity and gender may have been factors in academic development.

The UC Office of the General Counsel outlines steps that can be taken by the university to enhance diversity. Items 3, 6, and 8 discuss the importance of monitoring diversity and outreach:

Evaluation of selection procedures and elimination of barriers to minority access or underutilization

Outreach.

Consideration of Probable Contributions to A Rich Campus Environment.

CUARS members agreed that the UC Office of Admissions should carefully consider these guidelines and consult with UC General Counsel before making any changes to the application process.

The UCs are also looking at a Shared Review of UC systemwide applications - the starting place for a machine based score will be the UCLA Read Sheet, which provides a great deal of contextual information about students: how they rank on GPA and test scores among applicants to UC and UCLA and with respect to other students from the same school.”

◆ Undergraduate Scholarships, Honors & Financial Aid – Judy Bube [*Conor awaits submission*]

8. LAUC-I Standing committees update

◆ ALC -- 5 min

Harvey

○ Just completed draft of CROP brochure; it is being reviewed by LAUC-I Executive Board.

◆ LRC update -- 5 min

Tsang

○ The LRC advises the UL on the qualifications of candidates and their ability to succeed in the Librarian series. Also evaluate review files; ahead in this process so far this year.

◆ PDC update -- 5 min. Report submitted via email:

Ferry

“PDC is working with Lorelei Tanji to create an instance of eScholarship for UCI Libraries. Currently we are filling out the necessary paperwork. More information will follow as we start thinking of guidelines for submission, etc. PDC will soon send out a survey seeing how much content LAUC-I members may have to contribute to this instance.”

◆ PC update -- 5 min

R. Johnson

○ Committee consists of Robert Johnson, Vicki Grahame, and Becky Imamoto.

○ Next program will be on March 5th program

○ Theme for May program will be conducting research within the library profession- ideas are welcome. Mark Penn, Hillary Clinton’s campaign manager, is a possible speaker.

◆ LAUC-I Nomination committee – 15 min

Manaka

○ Other committee members are Linda Murphy and Judy Bube.

○ Still welcome more nominations, especially for positions with just one nominee.

○ Openings for system-wide positions will be coming in May.

◆ Orientation to new librarians -- 2 min

Manaka

○ Rachel Shulman has been oriented. Jeffra Bussmann and the two new temporary archivists will be oriented in March.

9. LAUC and LAUC-I Executive Board Update – 25 min

◆ 2/6/09 LAUC Executive Conference Call highlights

Brown/Peterman

LAUC has monthly conference call updates. Brian [x] Would like to encourage communication between LAUC and ULs re. budget issues. Berkeley conference- prof. development conference on using technologies to improve job performance. Want to broadcast/record this conference to make it accessible to all.

◆ Spring Assembly update – UC Riverside, Palm Desert (May 13, 2009)

Brown

Next gen tech services will be focus. Speakers still being arranged: possible= Karen Calhoun (OCLC), Jim Dooley, Bruce Miller, Lain Farley (CDL), etc. how to format assembly? May have a panel-type format like at UCSF. How to get Palm Desert- many may be driving, so mtg may begin at 12 until 5:30 or so. Details to come on website soon. Will add some tele. For the presentations. Barrier to org- takes so long to get to Palm Desert. Send any org suggestions to mb/dp.

Jg: can we organize any local prof dev activities, like over the summer, to use some of our \$\$ (for ex.- incorporating public services into next gen tech services discussion.) Deb Sunday- \$\$ my not all toll over- take advantage and use this up. Pauline- potential topic= learning outcomes, plagiarism, etc. involve faculty. [mb- send those ideas to program committee]

◆ Recruitment updates

Sunday

Has slowed down significantly. Review process= current vacancies = new staffing \$ available to in previous yrs. Only 2 approved for recruitment. Both on hold, while we wait to hear about budget.

March 2nd- Danielle Kane starts. Retirements: AUL for division must make a compelling case to replace in near future. Retention as a cost savings: DS has put in place the NEOP, online exit interview, employee training/ org development effort. Other idea: employee reward/recognition program? About half dozen people have signed up for START. Exit interview data: will not review until substantial data has accumulated to identify broad trends, will report her results.

Also managing searches for AULS a la school (searches for public services and technical services. VG, CH, and KK ex officio.) have also agreed to joint processes for appointments and reviews (ie, LRC), will be members of LAUC. Library plans to be fully staffed by July 1

◆ Ad hoc Committee on *Librarians@UCI* website **Brown**

Certain parts of site are very old. Need 3-4 people to look at text and rec'd changes/updates. Correct incorrect Content, not redesign. Don't need to do coding. One-month turn-around. KK- has revised 'being a librarian at UCI' section on vacancies pg- make sure that these two types of content are not duplicated.

ACTION: MB will send email for volunteers.

10. Wrap up and Adjournment

Next LAUC-I General Membership meetings:

11 May 2009

06 July 2009