**General Membership Meetings 2024-2025**

LAUC-I General Membership Meeting Agenda & Minutes
Topic:  LAUC-I General Membership Meeting
Time: February 19, 2025 11:30am
Zoom link: https://uci.zoom.us/j/97452438565

Present: Danielle Kane, Adrienne Nguyen, Ashley Newton, Tiffany Esteban, John Renaud, Stacy Brinkman, Elizabeth Hernandez, Nicole Arnold, Jenna Dufour, Anastasia Armendariz, Audra Eagle Yun, Julia Huỳnh, Krystal Tribbett, Annette Buckley, Melissa Beuoy, Hector Perez, Wasila Dahdul, Divya Seth, Kaitlyn Winkle, Evelyn Goessling, Julia Gelfand, Nicole Carpenter, Becca Gates, Sara Heimann, Ying Zhang, Tricia Lampron, Carrie Cullen, Cynthia Johnson, Kathryn Anderson, Becky Imamoto, Richard Cho, Robert Rosas, Christina Tsou, Madelynn Dickerson, Siyoung Choi, Ellen Augustiniak

Agenda and Minutes:

11:30-12:00 Lunch for in-person attendees
12:00 Begin Zoom/business meeting

1.  Announcements and Updates
    a.  Travel grants for statewide assembly available, ask Nicole Arnold if any issues
    b.  Melissa Beuoy will be in-person delegate for Statewide
    c.  Program Committee reminder of Brown Bag Lunch series
    d.  Nominating Committee reminder of self-appointments
2.  Approve last meeting minutes
3.  Law library updates
    a.  Summer bar study available at the Law Library
4.  Workspace optimization taskforce report
    a.  Will be moving old S Drive documentation to Sharepoint
    b.  Weighing reorganization of Wiki by programs and committees rather than by year
        i.   Based on analytics
5.  Highlights from the breakout discussions: Ying Zhang/Melissa Beuoy
    a.  Almost all prefer information sharing / knowledge exchange over mentorship
    b.  Top three needs: Academic review, cross-department sharing, and law & main library relationship
        i.   These are in-line with Program Committee findings
        ii.  Kyle Chou will be sending an update, in relation to academic review
6.  Bylaws revision discussion: Ying Zhang
    a.  Proposal
        i.   Article IV.8.c. (page 6): replacing "Provide orientations of LAUC and LAUC-I to new members of LAUC-I." with "If need be, provide regular orientations of LAUC and LAUC-I to new LAUC-I members during each quarter of the primary academic year (Fall/Winter/Spring)."

      ii.     Article IV (page 8). Add Section 8. Add "Each year in August, the old and new LAUC-I Executive Board shall work together to organize a roundtable on preparing for librarian's annual plan in relation to academic review."

     iii.     Article VII.8.a.7. (p.12): replacing "CAPA shall submit an annual written report to the LAUC-I membership by the end of the fall quarter in the following year; the report shall include a statistical analysis of the review actions." with "CAPA shall submit an annual written report to the LAUC-I membership before 31 August each year."

     iv.     Separating Program Committee charges in Article VII.8.b.3. for RPDC (p. 12) & creating a separate section Article VII.8.c. & adding "submit an annual written report to the LAUC-I membership before 31 July each year."

     v.     Also adding the annual report requirement for RPDC.  Article VII.8.b.4.(p.12) "submit an annual written report to the LAUC-I membership before 31 July each year."

b.  Discussion

      i.     Concern about Article IV (page 8). Add Section 8, in making too broad, not particular to the librarian and their review initiator

         1.  Feedback that this would be focused on criterion one.

         2.  Feedback that this is peer-to-peer mentorship, not from HR

         3.  Point that different roles might want different focuses (ie outreach vs. technical services)

         4.  Concern of putting so much focus on annual plan

            a.  Law library does not do annual plans

     ii.     Consideration to add bylaw changes to ballot when we vote for next year's executive board, add the bylaw changes to that ballot

         1.  Suggestion that bylaws be broad, because if so specific and something does not work, revote needed

     iii.     Article IV.8.c. (page 6)

         1.  Concern that not all librarians start during academic quarter

         2.  Concern that mentorship groups have not been widely attended in the past

         3.  Existing language already encompasses the proposed additions. Why not keep it?

            a.  Reintroduction of concern about law library connectivity

                i.   HR should update, that's inconsistent

     iv.     Lib-all does not go to the Law library, lauc-i does

c.  Action

      i.     Work with HR (Kevin, Rhonda) to ensure all are apprised of new law librarians, and law librarians know about their membership, via lauc-i

         1.  Learn from law librarians best way to communicate out

     ii.     Suggestion - Add proposed to bylaws

         1.  Take out first proposed changed

         2.  Keep mentorship proposal out, keep informal amongst ourselves

                  a. MB, NA, willing to share
          iii. Bring to Executive Board meeting

7. Recruitment Pilot Q&A: John Renaud
    a. One year pilot program
        i. Librarian hires can take up to 3 months to bring to campus, only 4 a year
        ii. Concern of hiring freezes in times of economic downtrun
        iii. Library recruitment sought team to evaluate this process, speed up
            1. cj, jr, na, rb, kc on revised workflows
    b. Meeting 1
        i. Reviewed current search phase process
            1. Preliminary phase (description, posting)
            2. Longest phase, determined cannot shorten
    c. Changes being piloted:
        i. Limiting search committee members to 3 people
        ii. Scheduling easier
        iii. Review initiator often head of search committee
            1. Varies within the UC
            2. Some aren't using this process, aware there are other circumstances
                a. i.e. search for a department head
            3. Staff member typically in searches
        iv. Schedule for search is agreed upon ahead of time, members need to be available
        v. Switch to using some UCOP behavioral interview questions
    d. Introduction of screening grid
            1. Around DEI
            2. Eliminating unnecessary job qualifications
            3. Language in description adapted from Haverford, you may not have every qualification, still apply
        ii. Grid supports narrowing around job needs, prioritization
            1. Fairness, leveled conversation

8. Human resources
    a. No updates

9. Committee updates
    a. CAPA (Wasila Dahdul)
        i. Working on adding librarian review files
    b. RPDC (Melissa Beuoy)
        i. Becky and Julia won fall presentation grants; Ying won a research grant
        ii. Membership achievement form closes March 14
        iii. Spring call for grants just closed, there is remaining funds, could reopen
    c. PC (Tricia Lampron)
        i. The committee evaluated survey responses, 15 in total. Two main themes that the committee hopes to focus on:
            1. Networking and increasing camaraderie with our fellow librarians

          a. Casual meetups (See email for Casual lunch meetups, first one on March 4, 12pm LL570)
          b. Sessions for learning about what librarians, both at UCI and other UCs are working on
          c. Focused group workshops to learn more about each other
          d. Department heads giving updates about the projects their departments and units are involved in
      ii. Leadership/Mentorship programming
          1. Writing/publishing workshops (Committee hopes to organize a panel style program on in the spring or summer time, if you're interested in being part of the panel let us know)
          2. Project management, communication and strength finding workshops
  d. Statewide DEI (Adrienne Nguyen)
      i. Conversations different in the last 6 weeks
      ii. Getting sense of campus climates, campus and library responses
      iii. Will bring updates to next LAUC meeting
  e. Statewide PG (Becca Gates)
      i. Waiting for new APM language, so they can comment

10. Highlights from Academic Senate
  a. Council on Planning and Budget
      i. Reviewing endowed chair proposals
      ii. Learning more about UC Irvine budget model
      iii. State budget will look different than anticipated in January
          1. Any surplus for disaster relief