

LAUC Executive Board Meeting
Tuesday, October 6, 2009
2:00-4:00 pm

Present: Lucia Diamond (President), Michael Yonezawa (Vice President), Sam Dunlap (Past President), Gayatri Singh (Secretary), Margaret Phillips (UCB*), Adam Siegel (UCD*), Dana Peterman (UCI*), Diane Mizrachi (UCLA*), Susan Mikkelsen (UCM*), Gwido Zlatkes (UCR*), Adolfo R. Tarango (UCSD*), Marcus Banks (UCSF*), Eunice Schroeder (UCSB*), Sarah Troy (UCSC*), Bob Heyer-Gray (SOPAG).

*2009/10 Division Chairs

Meeting called to order 2:04 pm

1. Announcements

There were no announcements.

2. Minutes—Gayatri Singh

LAUC Executive Board Transition Meeting minutes, August 17, 2009, were approved with no corrections.

LAUC Executive Board Meeting minutes, August 17, 2009, were approved with no corrections.

LAUC Executive Board Transition Meeting minutes, September 1, 2009, were approved with the following corrections:

In the Round Robins section, under San Diego, the Art Library should be Arts Library.

3. Approve proposed Election Calendar- Gayatri Singh

The election calendar was approved. Lucia needs to appoint nomination committee. Possible names were considered. As past president, Sam will chair the committee.

4. Report on meeting with University Librarians (ULs) group- Lucia Diamond and Michael Yonezawa

The role of LAUC is to advise UCOP and the ULs on operations and policies of the library. This year LAUC must present a zero based budget justifying costs for this year and forecasting next year. We have been cut back to one in-person assembly.

Lucia shared goals related to increasing communication among librarians across campuses. She expressed the need for a clearinghouse for effects of the budget cuts across the campuses. The ULs concern was that information should come from reputable sources. Also, we would need to figure out who the target audience would be. Many groups of people would scrutinize the information in different ways. LAUC Executive Board would need to create task group to collect information and work together with the ULs. We can discuss possible task group at next month's conference call.

At UCB a consultant was hired to help figure out how to save money. Other campuses have made similar efforts in-house.

Lucia gave the ULs a heads up about Career Compass. The acting UL at UCD said they're considering it at UCD.

Lucia shared the presentation and discussion ideas for the Fall Assembly. The ULs are very interested in the afternoon discussion and would like to participate as LAUC members. The ULs would also consider funding video conferencing to help librarians who couldn't attend, participate in the discussion. Local campuses could facilitate discussions and report back to the Professional Governance Committee. After the Fall Assembly, Lucia intends to have this discussion continue at local campus meetings and online through blogs or wikis. Brian Schottlaender shared a study he had done on comparing posted job descriptions to the actual work. UCM had to revise a job posting because ALA couldn't understand it.

5. Committees and Charges

Professional Governance:

Michael sent Lucia a draft charge and timeline for the Professional Governance committee that outlines the topic, "Exploring the future for UC librarians and redefining our roles for the 21st century and beyond." Lucia will forward it to the LAUC Executive board for comments; then forward it to the committee.

Diversity:

Their charge will include updating the LAUC Diversity Committee web page and finishing projects from last year. A new chair will be announced.

Research & Professional Development:

A call for revised research grant proposals will be sent out. Changing the procedures to do more work online has been suggested. Documents can be created and shared online. Traditionally the committee has one in-person meeting in January after grants proposals have been received. Traveling for one day can be cumbersome. Last year the committee used UCB bSpace, which is secure. In addition to confidentiality issues, some grants can be complex. If the committee meets virtually, the technology needs to allow for real time conversation. Also, if committee members work in a cubicle environment, they would need to book an alternative space due to privacy issues.

6. Fall Assembly planning

Budget:

Lucia needs to send the proposed budget for the assembly to UCOP in advance. Travel grant money for newer librarians comes from presidential funds. One cannot book travel through UCLA travel until you have received notice of pre-authorization from UCOP and Lucia. Another option for Executive Board members and official delegates is to purchase your travel tickets on your own

and be reimbursed after the travel in accordance with the travel policies posted on the LAUC website.

Travel:

Send the name of your delegates who will be traveling to the Assembly to Gayatri. She will compile the list and send it to Lucia. Lucia and Sam need this information so they can project the budget they need to request.

The assembly only needs 2-3 people from the Professional Governance Committee to facilitate the discussion. Most likely the chair, vice chair, and one other member will be enough. LAUC will pay for their travel. Other committee members can help lead discussions at their campuses.

Dinner:

Dinner for the LAUC Executive Board on Thursday, December 3rd, will be catered at BerkeleyLaw. Dinner will be paid from presidential funds. The director of the BerkeleyLaw and Robbins Collection will provide the wine.

Hotel:

The UCB Local Arrangements Committee is arranging rooms at the Durant Hotel. LAUC Executive Board members will need to make their own reservations after receiving information from the local arrangements committee.

Afternoon discussion:

Lucia will forward the draft charge to the LAUC Executive board for comments; then forward it to the professional governance committee. The charge outlines the conceptual framework details so they have something to work with. Possible chairs were discussed. The local arrangements committee will explore video conferencing and forward options to the LAUC Executive Board.

7. Campus Rounds

Statement of Responsibility, peer review?

The MOU is for represented librarians. The Statement of Responsibility is agreed upon duties with input from both librarians & supervisors. Librarians' job duties are changing rapidly.

UCD shared examples of their Statements of Responsibility. UCLA and UCR also have a similar document. UCSD and UCSB don't call it that, but librarians revise their job descriptions for their Criteria 1 duties at the beginning of the review process. Please keep LAUC Executive Board informed of what's happening on your campus.

8. Meeting ended at 3:48 pm.