

**LAUC Executive Board Conference Call  
Monday, 25 September 2006, 2pm-4pm**

**AGENDA**

Present: Lucia Diamond (B), Bob Heyer-Gray (D), John Sisson (I), Yvonne Wilson (I), Lise Snyder (LA), Maureen Russell (LA), Eric Scott (M), Melissa Conway (R), Jenny Reiswig (SD), Tammy Dearie (SD), David Owen (SF), Catherine Nelson (SB), Ann Hubble (SC), Diane Bisom (R)-guest

Absent: Sandy Vella (D).

Documents presented:

- Applications for system wide advisory committees
- Revised LAUC Travel and Reimbursement Policy and Procedures document
- Brief summary of LAUC issues/concerns from UCD and UCLA

1. Call to Order - participants identify themselves – JS

2. Announcements

Travel and reimbursement procedures have changed slightly.

**Action: LAUC chairs should share with their local campus state-wide reps or others interested.**

3. Approve minutes: LAUC Executive Board transition meeting, 28 August 2006 - JS  
Approved with minor changes.

4. LAUC census information for Fall Assembly – JS

In anticipation of the census at Fall Assembly (in by-laws) we need the number of LAUC members on each campus as of Sept. 1, 2006.

**Action: John will send out a message to the local chairs to get the number of LAUC members on their campus and who will be attending the Fall Assembly**

5. LAUC standing committee appointments – LS

Lise gathering information for campuses for anew roster. Current LAUC standing committee member information is still needed from UCI and UCR. Rosters for all committees (active or not) must be filled since they are standing committees (in by-laws). Charges will be issued soon.

## 6. LAUC representatives to statewide advisory committees – LS

### a. Applicants

2 SOPAG, 1 LTAG applied. There are no applicants to the RLF Board. ULs want 2 or more applicants for SOPAG and LTAG. Applications should go to Apply to Lise and Division chair.

**Action: Lise send out a new call (repost) for LTAG, SOPAG and Shared Library. She will extend deadline for another week. Local chairs need to get membership to volunteer.**

Tami at SD shared that a former shared library member will re-up if no one else volunteers, she can also push LTAG

### b. Communication

Lise will meet with ULs after Fall assembly. She will forward communication describing how MOU/Labor issues are off base to bring to ULs. We should focus on issues related to recruitment and retention.

What level of communication between LAUC membership and LAUC reps is needed? Currently we are notified when minutes are available. Occasionally when a specific issue being discussed and LAUC input needed we hear more. We need a better regular communication process.

Ideally we would get a brief highlight of minutes distributed so people could choose to read entire minutes. Forwarded minutes are not read. Ideally representatives should lead off with a sentence that has key information. But it takes time.

When reports are sent out after assembly can somebody look through and create a summary or like issues or key issues.

Suggested that representatives communicate regularly among themselves (listserv or conference call?) before assembly. We don't want to waste people since they know the issues best.

**Action: Lise will get in touch with representatives and get their reactions to these ideas.**

## 7. University University-Wide Funded Research Grants issues – LS

Lise met with the chair of the Research and Professional Development committee about leftover business from last year's. Some changes needed in documents before the call goes out.

1. When does IRB approval have to happen before proposal or after funding? Added to document now: You must have approval before grant money given but after submission is OK.

2. Tangible product from research. Current policy is submit two copies, 1 to UCOP and 1 to LAUC archive. UCOP (doesn't use it) and LAUC archive (ability of anyone to in the archive difficult) Explored alternatives to this requirement: Put a copy of the book into your library collection. Put electronic (websites, e-pubs) in open access depository. Submit project as a CD ROM copy to deposit in RLF.

Grant judging requirements need revision. A draft is being finalized by the chair and will be shared with Lise.

#### 8. LAUC Nominating Committee - LS

Initial committee is: President Elect Ester Grassian, Terry Huwe, with Jenny Reisinger as Southern UC rep. Still checking on Northern UC rep.

#### 9. CCRJ charge – LS

Linda Kennedy is chair.

Overall charge: build on previous work (2005) to look at our bylaws.

- What portion might work better as standing rules rather than by-laws. Propose language for these sections.
- Issue of standing committees. New language in charge.
- Clarify elections section. What campus can you seek campuses from for new candidates (more than 1 interpretation).
- Minutes from Assembly approved via email. Develop procedures for that.

#### 10. SLASIAC Report – Diane Bisom

No report. SLASIAC next meeting Nov 2 or 3.

#### 11. Fall Assembly planning

- a. Local arrangements – (SV- not here)

Assembly November 14 Tues (at Davis) 10:30-3:00. Davis is working on local arrangements.

b. Program/Discussion (LS)

We don't have a huge amount of business. Myron Okada will be out of country.

**Action: Lise ask for another person to come or materials from Myron.**

Focus "Future directions of LAUC".

Structure of LAUC and how we take care of business. How we do that and address issues of concern to our membership. More partnership with ULs to work on these issues.

**Reporting on: Local chairs find out 1-3 issues to get concerns for LAUC to focus on.**

**" LAUC Issues/Ideas " documenting UCD, UCLA discussions.**

Lucia (B)- Executive Board. and UL discussions- Digital data, management and preservation of local datasets etc. Physical space of libraries. Perception of needing less space as we build libraries. BSTF and what's next. Google lawyers and copyright from publishers subpoenas. Relationship of I-School to the library and the profession.

Yvonne-(I)- no discussion yet

Tami (SD)- Executive Board discussion.. Distinguished step, retention issues.

Mellissa (R) Recruitment and retentions. LAUC in peer review process. Funding for travel.

ANNA (SC)-Sent out 7 ideas-no comments yet. Retention and recruitment. Demands from outside initiatives. Campus workloads,

Cathy (SB)-no discussion yet

Maurine (LA) UCLA discussion. (See document). Removing barrier step. Increasing professional development funding. Recruitment and retention.

Lucia (B) - Talk with CAPA and UL about criteria at higher levels.

Since salary and review are Union issues that we talk about them in terms of non-represented librarians. Outside of scope of LAUC but we should be able to discuss with UL and share LAUC member thoughts.

Don't talk about pay scale just criteria. Broader recruitment and retention discussion. Cost of living, etc.

Previously everyone was below the distinguished step. How do we provide across the board evaluation that makes sense. LAUC Guidelines for: "How to request it and achieve it".

Future Program: We hear from the ULs and how they think about the step. How do we reconcile the differences between campuses.

Fall Assembly program. Not a lot of speakers, instead just talk to the group about these issues. How do they want us to approach the ULs about these issues.

**Actions: Maurine (LA) and Lise and Lucia (B) will work on the following: approach to issues, identify issues, and explore questionnaire or survey.**

Important to remember younger members of LAUC aren't distinguished step focused. Their issues are workload and too many priorities, professional development funds, recruitment, retention, and salary. Cost of living, diversity (and retention), and work-life balance .