

## Minutes: LAUC Executive Board Conference Call (Special Focus Post-Assembly)

Wednesday, May 21, 2013

2:00-4:00 p.m.

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**ACCESS: ReadyTalk; toll-free 866-740-1260; at prompt, enter access code 2069396#**

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LAUC President Keri Botello called meeting to order at 1:04 pm.

### 1. Roll Call (K. Goodson)

**Present:** Keri Botello (President 2012-13), Mitchell Brown (Past President 2012-13), Nick Robinson (Vice President/President-Elect 2012-13), Kymberly Goodson (Secretary 2012-13), Susan Edwards (LAUC-B), Karleen Darr (LAUC-D), Brian Williams (LAUC-I), Kay Deeney (LAUC-LA), Patricia Smith-Hunt (LAUC-R), Anneliese Taylor (LAUC-SF), Jim Dooley (LAUC-M), Dave Schmitt, (LAUC-SD), Angela Boyd (LAUC-SB), Lucia Orlando (LAUC-SC), Dean Rowan (Parliamentarian), Yolanda Blue (CPG)

**Absent:** Cynthia Johnson (SLASIAC), Lynn Jones (HOPS), Louise Ratliff (HOTS), Michael Oppenheim (CDC), Matt Connor (Diversity), Jenny Reiswig (LTAG), Lisa Rowlison de Ortiz (SOPAG)

### 2. Announcements/Reminders (K. Botello)

- a. Board thanked LAUC-LA Local Arrangements Committee for all of its work in preparing for the Assembly.
- b. Eighty individuals signed in at the Assembly.
- c. Notes from Assembly breakout sessions are being transcribed and will be made available around 5/24/13.
- d. K. Botello thanked Board for all of its work preparing for the Assembly.
- e. **ACTION: Chairs/ reps for the following groups** should submit their annual reports to K. Botello ASAP for loading online: **Committee on Diversity, Scholarly Communications Officers Group, HOPS, SOPAG, LTAG, and RSC** (active this year, but without a LAUC rep).
- f. **ACTION: Board members & reps** whose assembly travel is covered by LAUC should work with Gloria Alfaro ([Gloria.alfaro@ucop.edu](mailto:Gloria.alfaro@ucop.edu)) at UCOP for reimbursement **by 5/24/13**. Use Excel form Gloria distributed on 5/21/13. You may send receipts for out-of-pocket expenses to her electronically, but should also mail her the originals. For those only with flight expenses for flight arrangements made by Gloria, simple complete and submit the Excel form to Gloria.

3. **Approval of Minutes, 5/1/13 & 5/14/13 conference calls (K. Goodson):** Both approved.

### 4. Review of outstanding action items from 5/1/13 & 5/14/13 minutes (K. Goodson)

- a. **ACTION: Committee chairs/Systemwide reps** should submit their annual reports to K. Botello ASAP for loading to Assembly webpage. The following reports are still needed: **Committee on Diversity, Scholarly Communications Officers Group, HOPS, SOPAG, LTAG, and RSC** (active this year, but without a LAUC rep).
- b. **ACTION:** After 5/24/13, **K. Goodson** will compile all submissions in to single document for Board discussion at 6/5/13 call. Board will then decide how to synthesize document for final submission to CoULs by 6/15/13.

### 5. Assembly debriefing/follow-up

- a. **Discussion from E. Cowell presentation:** Board widely agreed that E. Cowell's presentation was useful and informative, even for those who had previously seen the same slides and/or similar presentation. Individuals felt the presentation helped them better understand the process used for the changes, relationships between the new groups, and the mapping of existing groups to the new ones. Many also felt it provided additional clarity and insight to inform the later breakout session discussions. Others mentioned that it filled in some of what were seen as gaps in CoUL's Priorities document. For example, while the Priorities document lacks a specific assessment or monitoring process for initiatives, attendees could see how the Strategic Action Groups (SAGs) could track progress and monitor goals/actions, as well as take some broad priorities and make them more specific and obtainable.
  - **ACTION: K. Botello** will ask Lisa Rowlison de Ortiz and Elizabeth Cowell a follow-up question on who the consultants will be that were mentioned in her presentation.

- One comment raised was that of liking the way that E. Cowell described the Coordinating Committee as a 'switching station' which will synchronize work across groups, rather than issuing directives. Questions arose about the driving of new initiatives: Who will be the driver? How will CoUL make decisions about which activities/pilots to initiate? Will CoUL charge SAGs to serve as driver in their areas of responsibility? How will it work if there are many drivers for UC-wide activities? **ACTION: K. Botello** will ask Lisa Rowilson de Ortiz and Elizabeth Cowell these follow-up questions.

**b. Next steps for response to CoUL document:**

- Use breakout session responses to craft supporting/companion document to CoUL Priorities report.
- Focus on how LAUC members can participate in supporting CoUL's outlined priorities.
- Once all breakout responses are received, look for possible consolidation of overlaps/commonalities in order to make LAUC's final document as concise and streamlined as possible.
- **DECISION:** Because of the extensive feedback already gathered, no further input from divisions is necessary. Once the Board completes the document, it should be sent to the divisions for distribution at the same time as it is sent to CoUL.
- **DECISION:** Rather than attach appendices to LAUC's document, the documents already posted at <http://lauc2013assembly.weebly.com/assembly-documents.html> should be mentioned, should CoUL be interested in that more extensive, background information.
- **ACTION: Board** will finalize and send its response to CoUL by **Wednesday, June 12** (prior to CoUL's June 21/22 meeting).

**c. What worked well at the Assembly?**

- Tour of Research Commons.
- Having lots of local librarians available to assist, as needed, answer questions, etc.
- Having everyone in the same room for face-to-face interaction, despite having different positions and levels of expertise/experience with the topics (solid brainstorming resulted).
- Having a good mix of people.
- Developing discussion topics with which attendees were engaged and interested.
- The opportunity to meet, share, discuss in a face-to-face forum.
- The large room, with smaller adjacent rooms for breakout discussions.
- Breakout session leaders having the guiding questions in advance.
- Having questions to guide the breakout discussions, but leaving them broad enough that they weren't constricting.
- Having Board members lead the breakout groups for the specific topics/questions/categories on which they previously worked.
- Assigning attendees to breakout sessions in advance to ensure balance among the groups.
- Good amount of time allotted for the breakout sessions. Amount of time available suited the desired outcome.
- Having a reminder 15 minutes before ended the breakout sessions to allow time for groups to decide on their top 3 priorities.
- Good overall organization for the event. Well-paced. Ran smoothly [in part due to the wealth of effective prep work by the Board in advance].
- Having a longer lunch during which to informally chat with colleagues from across UC.
- Being able to go outside for lunch and having a variety of seating options for lunch.
- Location on campus preferred to off-campus location, whenever feasible.

**d. What could have been more successful at the Assembly?**

- Wireless access difficulties experienced.
- Limited power in room where event was held.
- No Skyping of event this year (technological limitations).
- Blog wasn't updated live throughout the events.
- Difficult to get to UCLA from LAX.

**1. New Business: Assembly Evaluation**

- a. **DECISION:** Modify last year's evaluation (still in Survey Monkey account) and distribute to this year's attendees. Add question about value of continuing to meet face-to-face once per year. **ACTION:** K. Botello & M. Brown to work on this.

## 6. Campus Round Robin

<b>UCB:</b>	<i>Report expected at 6/5/13 call.</i>
<b>UCD:</b>	<i>Report expected at 6/5/13 call.</i>
<b>UCI:</b>	AUL for Research Resources position filled (merged collection development and technical services). John Renault to start 7/15/13. Those interested should contact M. Brown for org chart.
<b>UCLA:</b>	Ginny Steele begins 7/15/13 and is expected to hold library-wide meeting that day.
<b>UCM:</b>	<i>Report expected at 6/5/13 call.</i>
<b>UCR:</b>	<i>Report expected at 6/5/13 call.</i>
<b>UCSD:</b>	Staff reassignments announced last week, though some turmoil and uncertainty yet exists. Town Hall meeting tomorrow. More information forthcoming, as known.
<b>UCSF:</b>	Report expected at 6/5/13 call.
<b>UCSB:</b>	Anna DeVore retires at end of May. Angela Boyd (incoming LAUC-SB chair) will assume chairship at that time.
<b>UCSC:</b>	Elizabeth Cowell named interim UL (EVC approved, but UCOP still to sign off).

Meeting adjourned at 3:02 pm.

<b>Next Exec Board call</b>	<b>Wednesday, June 5 (1-3 pm)</b>
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Minutes submitted by Kymberly Goodson, 5/21/13