

Executive Board Transition Meeting

Wednesday, September 4, 10-3pm

UC San Diego

Biomedical Library Building, Classroom 4

Zoom Login: <https://ucsd.zoom.us/j/209415183>

Or Dial in: 1-669-900-6833 | Meeting ID: 209 415 183

Agenda

9:30-10:00 – Sign in, Breakfast

10:00: Old Business & Wrap-Up from Last Year

1. Call to order, welcome, introductions, announcements (R. Smith)
2. Secretary's report (M. Browne)
 - a. Approval of [August minutes](#):
 - b. 2019-2020 Executive Board Roster
 - c. Election calendar, consult on annual election date
 - d. Census of LAUC membership
3. Committee on Research & Professional Development (H. Smedberg)
4. Reports from committee representatives
 - a. SLASIAC
 - b. UCOLASC
 - c. SCLG
 - d. SLFB
 - e. DOC
 - f. Webmasters Report
5. Committee on Diversity Report
 - a. Action: Roger to finish communication on Committee name change
6. President's Report (R. Smith)
 - a. Barriers to Engagement
 - b. LAUC Connect
 - c. Academic Freedom Update
7. Academic Review – [Review of Local Documentation Practices](#)
8. Transfer of LAUC Presidency from Roger Smith to Heather Smedberg

12:00-1:30 Lunch at the UC San Diego Faculty Club (10 minute walk)

1:30 New Business

1. New Division Chairs Orientation and procedures
 - a. Basics: Parliamentary Procedure, Travel Procedures, Zoom
 - b. Communication
 - i. BOX for working documents
 - ii. Executive Board email list
 - c. Conference Calls – *First Thursday of month – 1 to 3pm (open to discussion)*
2. Issues / Ongoing Work / New Work
 - a. September CoUL (Council of University Librarians) Meeting
 - b. Spring Assembly at Berkeley - Planning
 - c. Barriers to Engagement with LAUC Exec Positions- next steps

- d. LAUC Social Media Coordinators
- e. Appointment File Process – Review of Local Practices (Caroline Miller)
- f. Statewide Committee appointments (please send me your nominees)
 - i. SCLG – Shared Content Leadership Group
 - ii. SLFB – Shared Library Facilities Board
- g. Statewide committee charges (draft - to be completed by mid-September for Oct 1 charge)
 - i. R&PD: Roll out Presentation Grant form and evaluate. Review and update website instructions.
 - ii. Diversity: Survey report and recommendations
 - iii. CPG: Outgoing committee have any recommended special charges?
- h. Campus Round Robin: Take about 2 minutes to tell us your main goals at your division for the year, or for past chairs, any advice you have for the new chairs

3:00 Adjournment

3:00-4:00 Tour of BLB and Geisel Libraries upon request/interest