

**Executive Board Transition Meeting**  
**Thursday August 30<sup>th</sup>, 10-3pm**  
UC San Diego Biomedical Library Building Events Room

**Agenda**

**9:20-9:30 – Meet at Geisel Library Lobby,**

**9:45 – walk to BLB, Sign-ins, breakfast**

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

1. Call to order, welcome, introductions, announcements (C. Arbagey)
2. Secretary's report (M. Singh)
  - a. Approval of minutes: <https://ucla.box.com/s/yah9p5iy2sfcj2ahk7dltf2257sngwzx>
  - b. 2017-2018 Executive Board Roster (M. Singh, M. Browne) - in Box (1017-1018 Exec board):  
<https://ucla.box.com/s/fdzcvvp4kzm48jypruqksceog1est20>
  - c. Election calendar, consult on annual election date (M. Singh) - draft calendar in Box (2018-2019 Exec board) :<https://ucla.box.com/s/n7cdwnzgcivbcattto12gqba1mtwlkie>
  - d. Census of LAUC membership (M. Singh) - as of October 5, 2017:  
<https://ucla.box.com/s/fdzcvvp4kzm48jypruqksceog1est20>
3. Committee on Research & Professional Development (R. Smith)
4. Reports from committee representatives
5. President's Report (C. Arbagey)
6. Transfer of LAUC Presidency from Carla Arbagey to Roger Smith

**12:00-1:00 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 (Next call is September 6)
2. Issues / Ongoing Work / New Work
  - a. September CoUL (Council of University Librarians) Meeting
  - b. UCLA Archivists and a possible statement from LAUC
  - c. Librarian's ability to serve as PIs for research / Academic Freedom
  - d. Position Paper #5 review - next steps
  - e. Website Usability Task Force
  - f. Barriers to Engagement with LAUC Exec Positions, campus and state wide
    - i. How to gather data on barriers
    - ii. Early brainstorming on corrective measures
  - g. Spring Assembly at Riverside Planning
  - h. LAUC Social Media Coordinator needed?
  - i. Statewide Committee appointments (please send me your nominees)
    - i. SCLG – Shared Content Leadership Group
    - ii. SLFB – Shared Library Facilities Board
  - j. Statewide committee charges (draft - to be completed by early September for Oct 1 charge)
    - i. R&PD: Review if the new grant guidelines and PDF forms are working well
    - ii. Diversity: Continue to develop list of diversity resources
    - iii. CPG: oversee revision of Position Paper #5



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- k. 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**

**Tour of Geisel Libraries upon request/interest**