

LAUC-SB EXECUTIVE COMMITTEE MEETING
Monday, November 4, 2013
3:00-4:00 p.m.
Cataloging Conference Room (Davidson Library, Rm. 3512)

MINUTES

Present: Angela Boyd (Chair), Chuck Huber (Past Chair), Kristen LaBonte (Vice-Chair & Program), Eunice Schroeder (CAP), Chizu Morihara (CAAR), Jon Jablonski (RPD), Chrissy Rissmeyer (Secretary)

- 1) The meeting was called to order at 3:03 p.m.
 - 2) The minutes from the October 7, 2013 meeting were accepted.
 - 3) Review of action items from September 4, 2013 and October 7, 2013 meetings (Chrissy)
 - Action: Old LAUC-SB documents found in the 2nd floor conference room will be handed over to David Gartrell. Report: Completed.
 - Action: Angela will send out charges to the committees soon. Report: Angela emailed the charges to the Executive Committee on November 4, 2013.
 - 4) LAUC systemwide announcements & committee reports (Angela)
 - Correction – Jon Jablonski is our systemwide representative to RPD, not Jennifer Thompson.
 - Chuck Huber has volunteered for the LAUC Web Review Ad Hoc Committee. The deadline to volunteer was November 1, 2013. Nick Robinson will be forming the committee shortly.
 - RPD systemwide has sent out a call for research and presentation grants. Nick Robinson tried to partially fund all applicants last year with his Presidential funds. Not sure if he or the next President will be able to, or want to, do that again but we should encourage more from UCSB to apply.
 - LAUC-SB representatives to Systemwide RPD, CPG and Diversity will be reporting to LAUC-SB Exec about their work on their respective committees. They have been asked to submit their reports prior to our meetings so that we can add these to the agenda and discuss if needed. The representatives have been extended an invitation to attend our meetings. The meetings have also been added to their calendars.

These systemwide groups have been fully formed. The chairs for each committee are working on making sure the rosters have the correct information, such as job titles, fax numbers, mailing addresses, etc.
- Julie Lefevre is now being trained to do the webmaster work for LAUC systemwide. The goal is to have her fully trained and given write access, etc., by mid-December. Many new documents have been uploaded, including the latest rosters.

Julie will chair the Web Review Ad Hoc Committee. The work should last approximately 3 months or less. The website will get a new redesigned interface and the membership will be asked to offer ideas or actual content. Nick would like a section to highlight LAUC members who are doing extraordinary or new things.

5) Reports

a) *Chair – Angela*

- Nothing new to report. Angela and Kristen have not met with UL Denise Stephens in the past month. Denise is now also serving as the interim CTO for campus. No word yet on how this may affect LAUC-SB.

ACTION: Angela and Kristen will work on scheduling a standing meeting with UL.

b) *CAAR and WOM – Chizu*

- The Skype interviews for the Geospatial Data Curator position (Academic Specialist) have been completed. Ryan is currently scheduling reference calls for the top three candidates. (As previously reported, CAAR met with Alan Grosenheider and Ryan George concerning the academic hiring process. As a result of these meetings, reference calls are now being made prior to the in-person interviews.)
- WOM met with the Employee Engagement Committee. They are planning the first joint welcome new employees event for early January (for all 2013 hires).

c) *CAP – Eunice*

- CAP initiated a survey of UC LAUC divisions regarding advancement from Librarian V to VI. They had hoped to receive responses to the survey questions by November 12. The new tentative contract agreement between UC and UC-AFT librarian union may render moot the efforts regarding this issue, since the contract makes clear that Librarian V to VI is a normal merit review, not a career review nor a “distinguished step.”
- The deadline for Nyholm nominations was Friday, November 1, 2013. CAP will review the submissions and forward their recommendation to the UL.

d) *Program – Kristen*

- The Program Committee is planning a program on Campus History. So far, they have confirmed with Mahader Tesfai from Associated Students on the Living History Project. They are still awaiting confirmation from David Gartrell on a presentation regarding University Archives. Andrea Estrada, UCSB Deputy News Director, is helping to find someone to give a talk on campus history.

This will be an hour-long program at the end of the quarter, with each speaker presenting for 15 minutes, and will be geared towards the whole library.

e) *RPD – Jon*

- Nothing new to report.

6) Old/New Business

- *Committee charges (Angela)*: The committee charges were sent out to the Executive Board on November 4 via email. The charges are as follows:

RPD

The committee shall look into offering programs relating to the research needs and professional development of the LAUC-SB membership.

CAAR

CARR will to continue its charge from 2012/13 to update the appointment and procedures review procedures.

CAAR will also create a list of appropriate listservs for position announcements.

WOM

The committee shall look into offering programs relating to the mentoring and orientation needs of the LAUC-SB membership.

CAP

n/a

- *LAUC-SB budget (Kristen)*: This is the first year that LAUC-SB has received a budget. Kristen has been tracking this year's expenses in a spreadsheet. This year's budget is \$2000. Money is typically spent on WOM events and program refreshments.

ACTION: Kristen will send the spreadsheet to the Executive Committee and WOM Chair Leahkim Gannet for review. Exec and Leahkim will make recommendations for budget allocations for upcoming year.

- *Next membership meeting*: Exec will work on scheduling the next general membership meeting. Once a date is selected, an invitation will go out to the membership. Snacks may be provided.

Our LAUC systemwide representatives Cathy Chiu and Stephanie Tulley will give reports. Chrissy will demo the new LAUC-SB website.

ACTION: Chrissy will check UL's calendar and schedule the next general membership meeting.

7) Other business

- If the new tentative contract agreement between UC and the UC-AFT librarian union is ratified, CAP will need to review and update the review procedures.

ACTION: If the contract is ratified, Eunice will notify Angela via email. Angela will then issue a charge.

8) Round Robin

- Annette Marines, a librarian at UCSC, recently and suddenly lost her husband, Josh Alper. Sympathy cards are circulating; please spread the word.

Meeting adjourned at 3:32 p.m.

Recorded by Chrissy Rissmeyer, Secretary