

Minutes of the LAUC-SB Executive Committee Meeting
December 6, 2007

Janet Martorana (Chair), Angela Boyd (Secretary), Eunice Schroeder (CPD),
Chimene Tucker (CAAR).

Janet started off the meeting at 3pm with a discussion about the minutes from the November 8 general LAUC membership meeting. We will add Catherine's corrections and then send it out to the membership for approval.

There was blog coverage of the LAUC Fall Assembly 2007 at UC Merced. Angela and Phoebe Ayers of UC Davis created the blog and posted entries. Please take a look to gain insight into the programs and discussions that took place. The link to the blog will go out to the membership. <http://laucassembly.blogspot.com/>

Assembly was geared around 2 programs. We also learned that UCOP has a hiring freeze.

The meeting also covered OCLC WorldCat project. LAUC felt that since we have liaisons on SOPAG and SLASIAC, we do not need another taskforce or to write a report or white paper about our concerns. Our liaisons on SOPAG and SLASIAC are the ones we should report concerns to. LAUC will not appoint a taskforce to write a report about our concerns. UCSB appears to be the only division this concerned.

Our representatives on SOPAG and SLASIAC are: Mary Linn Bergstrom and Diane Bissom, respectively. LAUC SB could create a list, synopsis or a report to some of our concerns. We need to see what reports are already out there. We also need to figure out what we still want to know about. We could talk to Brad about the process and find out how we can still have an impact. Some ideas include having a program about it or invite Patrick and Brad to a membership meeting to talk about the highlights. We can ask them about where LAUC can make the most impact. This will take place in January, after ALA Midwinter.

Another program at the Assembly was on mass digitization. This project makes it easier for the public to discover these books but we worry about accessibility being restricted by Google and Microsoft.

Suggestions:

- New librarians should have directions on how to set up their phone and voicemail sitting on their desk for when they arrive for their very first day at UCSB.
- The checklist for collection managers should be linked to the orientation checklist.
- For technical services people, there should be a link to a webpage for Aleph Tech services.
- A checklist for instruction department on how to get new instructors up to speed.

- A library directory would be a great idea so we know exactly who to go to when issues come up. This directory would list position title, procedures and job functions and phone number. This is something the department heads will have to do. This would also be helpful to Brenda as well as to new librarians.

CAP

Elaine submitted her report.

CPD

Eunice has turned in preliminary report on the charge. It has been a busy year. Travel insurance is now included in the travel guidelines. She will send out an email to the membership that the travel guidelines have been updated with new information about travel insurance. This is another form that is required. Risk management has said everybody is supposed to do this when they travel outside of California. It is a form that you submit online. When you register, you will obtain a Confirmation of Coverage card. The Card will facilitate your ability to obtain services and you should carry it you return from your trip. Upon registration, you will also receive a list of telephone numbers for medical emergency care or travel assistance.

CAAR

Chimene reported that the first candidate for the Head of Cataloging position will be interviewing on Monday. The second candidate will come in January. The interviews for Head of Access Services is Thursday and Friday of next week. Chimene is on the committee that will conduct interviews for the Library Fellows position.

UC's opening proposals are on the web. Please look at it.