

LAUC-SB EXECUTIVE BOARD MEETING
Thursday, March 31, 2016
2:00 p.m.-3:00 p.m.
2nd Floor Conference Room (Library, Rm. 2523c)

MINUTES

Present: Chrissy Rissmeyer (Chair), Rick Caldwell (Vice-Chair/Chair-Elect), Catherine Busselen (Secretary), Kristen LaBonte (Past Chair), Catherine Nelson (CAP Chair), Yolanda Blue (CAAR Chair), David Gartrell (RPD Chair)

1. The meeting was called to order at 2:02 PM
2. The minutes of the February 18, 2016 meeting were approved as written.
3. Officer reports

- a. Chair (C. Rissmeyer)

Statewide LAUC

Revised LAUC Bylaws: LAUC President Diane Mizrahi received notification that changes to statewide bylaws approved in 2014-2015 were approved by UCOP. LAUC Statewide has not yet received final bylaws' text from UCOP, but they should be receiving shortly. This will mean that divisions now must undertake a review of their bylaws to ensure that they are consistent with statewide bylaws. It would be good for divisions to incorporate this process into any other local revisions that they would like to do. Matt Connor and Dean Rowan will be working on putting together revision guidelines for the divisions. This may have an effect our CAP revisions timeline. Sometime between now and the end of the election time next year (2017), we may need to review and revise our local bylaws. It might be possible to coordinate with CPG if a different timeframe is needed. Chrissy noted that there is some clarification needed on Article XI. Amendments Section 1 regarding the timing. We will need to determine if, how, and when we want to try to push through the CAP revisions.

Revisions to APM 360: The revisions to APM 360 are now up for a general, public review (note that the revisions are for all of APM 360, and not just APM 360-4). Since this is a public review, it allows for individual comments. A message regarding this was distributed to the membership. Deadline for comments is May 31, 2016.

Action item: Chrissy will send a reminder to the membership in early May.

Direction & Oversight Committee: Catherine N. has been elected to the Direction & Oversight Committee of LAUC.

LAUC Assembly: Chrissy, Catherine B., and Rick all attended this year's Assembly at UC Merced on March 21, 2016. The proceedings went well, with most of the sessions beginning and ending on time. CPG's motions concerning the position papers garnered some good discussion; all of the motions passed (retire Position Papers No. 1 and No. 3, replace Position Papers No. 2 and No. 4). Chrissy noted that LAUC-SB had originally wanted to revise Position Paper No. 1 due to language present with regard to quotas. The opportunity to submit recommendations to write new position papers exists, which may provide us the opportunity to address this concern.

LAUC-SB

LAUC monthly update with University Librarian Denise Stephens: The March monthly update with Denise was cancelled due to a scheduling conflict with the LAUC Assembly. The next meeting is scheduled for April 18.

- b. Vice Chair (R. Caldwell)

Nothing to report.

- 4. Committee reports
 - a. CAAR (Y. Blue)

CAAR

Appointment Advisory Committees (AAC) are presently in the initial stages of posting advertisements to listservs and reviewing applications for the following positions:

Temporary Reference Librarian – AAC members: Richard Caldwell (Chair), Stephanie Tulley, Gary Colmenar, Kyra Folk-Farber, and Vessela Jivkova.

Latin American/Iberian Studies Librarian – AAC members: Shari Laster (Chair), Sal Guarena, Eunice Schroeder, Eric Ederer, and Professor Cecilia Mendez Gastelumendi from the History Department.

Special Research Collections Cataloger/Metadata Librarian – AAC members: Yolanda Blue (Chair), Chrissy Rissmeyer, Linda Broderick, Chizu Morihara, Karen Scott, and Nadine Turner.

Assessment Coordinator – AAC members: Marti Jean Kallal (Chair), Margaret Driscoll, Jane Faulkner, and Laurel Wilder from the office of Budget and Planning.

Lorna Lueck and Annie Platoff asked to be removed due to other commitments.

Alan may appoint another staff member to the committee.

Note: Positions are opened until filled. There is the ability to look at positions after the primary consideration date. The initial primary consideration dates for applications in UC Recruits have been extended for postings to various listservs. Ryan stated that he would remove those initial primary consideration dates from ads posted to the Chronicle, ALA, and ARL.

In addition, the AAC for the SRC Cataloger/Metadata Librarian received a revised announcement with the primary consideration date of April 15, 2016. I assume that the other AACs received similar revised dates for postings to various Listservs.

The issue of the short primary considerations dates happened because the approval process included not only The Office of Equal Opportunity, Sexual Harassment and Title IX compliance but also Academic Personnel (AP). Ryan informed us that once AP approves a recruitment, the date is locked and cannot be changed. When AP received the 4 positions, they had a number of questions for HR. The workflow process has been resolved and future positions will be approved without the delay that occurred for this round of position announcements.

WOM

Nothing to report at this time.

b. CAP (C. Nelson)

Finished with the packets for librarian review last week.

Sent out announcement for Nyholm nominations. A reminder will be sent out before the due date.

c. RPD (D. Gartrell)

Locally, RPD received two applications for statewide grants. Both were approved by statewide LAUC.

d. Program (R. Caldwell)

An e-mail was sent out on March 8th to the LAUC-SB listserv regarding the upcoming Bridging the Librarian-Faculty Gap program.

Action item: Rick will coordinate with departmental heads to get departmental conversations started.

Would like to do a wine tour in the Funk Zone.

Kristen mentioned that Golden Coast library is hosting an event in SLO for wine tasting in April.

5. Unfinished business/Review of action items

a. CAP revision to the by-laws (C. Nelson)

Comments have been submitted by LAUC-SB executive committee members. Catherine N. will revise based on the comments.

The timeline is an issue. The revisions have to be approved locally, approved by statewide CPG and approved by membership.

The suggestion was made by Chrissy to hold a special meeting (one hour) to go over the reason behind the changes needed, talk about the process taken to revise the bylaws and go over existing revisions as they stand. We should provide the opportunity to discuss and respond, not vote. If changes are recommended they can come back to the executive committee. We would then be ready to either move forward or roll it into larger bylaws revision.

Action item: Deadline next Friday, April 8, 2016 for revisions. Catherine B. then work on scheduling special membership meeting, several weeks notice. Send announcement along with draft text. Chrissy reach out to CPG Chair to see if an exception can be made for this situation.

b. Review of action items was tabled

6. New business

a. Nominating Committee formation (R. Caldwell)

Suggestions for the Nominating Committee membership were made.

Action item: Rick will coordinate with the potential members.

Action item: Rick, Catherine B. and Chrissy will coordinate the election with the calendar.

b. LAUC-SB representatives for Faculty Legislature of Academic Senate (C. Busselen)

Went over recommendations to date. Chrissy mentioned that it may not actually need a bylaws change.

Action item: Chrissy will look into handling this in the same way as the CLIIR rep and therefore not need a bylaws revision. Will dig out e-mail about CLIIR to confirm.

c. Staff Appreciation Brunch (C. Rissmeyer)

Started planning yesterday. The executive committee is usually involved in the planning so if any of us have time please feel free to help out. There is a sign-up sheet on the LAUC-SB Wiki.

7. Announcements

There were no announcements.

8. The meeting was adjourned at 2:58 PM.