

Minutes of the LAUC-SB Executive Committee Meeting
December 9, 2009

Present: Eunice Schroeder (Chair), Chizu Morihara (Secretary), Angela Boyd (RPD), Janet Martorana (Past-Chair), Anna DeVore (CAAR), Cathy Chiu (CAP)

The Executive Committee met in the 2nd floor conference room, 10-11 am.

Eunice opened the meeting at 10 am with a review of the minutes from November 23, 2009. Motion to approve the minutes passed with edits made.

LAUC-SB Website

Annie Platoff came to discuss the content of the LAUC-SB website. Annie's proposal is to come up with a retention schedule, for example to keep the 2 most current years of content on the website and transfer the rest to L drive. Everything will still be accessible, preserved, etc. and content can be burned to a CD before moving everything to the L drive. Why should LAUC-SB clean up the website: enable a better migration, keep the website content current, prevent outdated materials from showing up in the public searches.

The Exec Board expressed concerns/issues: security on the L drive, other LAUC campuses using our website, and the Exec Board's use of the website. Eunice also wants to know what the library-wide policy on the L drive is before we consider it as an archive.

Annie suggested to look at the directory of files on the website, and she will send mapping instructions. The timeline will require the board to decide by the end of January.

ACTION: The Exec Board will discuss this.

Emeritus Status for Librarians

The Exec Board discussed the meeting scheduled for Thursday, December 10, 2009 with Brenda Johnson. The agenda for the meeting includes Eunice giving a background/summary of the issue and will request the need for a written procedure on the emeritus status for librarians. Also, the board will ask who will write the procedure, how it will be implemented, and who will sign off on the librarian receiving emeritus status.

New Business

The Exec Board discussed the ramifications of the LAUC-SB website and transition to Drupal.

Recorded by Chizu Morihara.