

LAUC-SB EXECUTIVE COMMITTEE MEETING
Thursday, 5 March, 2015, 3:00-4:00 P.M.
Training Room, Davidson Library (3rd floor)

MINUTES

Present: Yolanda Blue (CAAR), Angela Boyd (past-Chair), Gary Colmenar (Secretary), Kristen LaBonte (Chair), Elaine McCracken (CAP), Chrissy Rissmeyer (Chair-elect), Jennifer Thompson (RPD).

1. Minutes approved with corrections
2. RPD - *J. Thompson*

Jennifer reported that in a meeting with Alan Grosenheider, AUL for ODE, Alan suggested that librarians submit all the expense receipts related to their professional travels. This would give him an accurate total of professional development needs for each librarian annually. If implemented this means that everyone will submit all travel expense receipts including those expenses for which members prefer not to receive reimbursement. The board raised the following questions regarding this proposal. How to monitor and report real expenses? Who will implement and manage the data collected? Librarians would balk at such a request. The board would like more clarification from Alan about his proposal and perhaps discussed this at a meeting.

Chrissy shared a conversation she had with two new librarians about their wanting to know more about professional travel procedures and services available. It was suggested that a brown bag discussion on travel request and reimbursement procedures for new hires would be useful.

Chrissy mentioned a UC Davis website that provides information on hotels and discounts.
http://travel.ucdavis.edu/meals_lodge/hotelagreements.cfm

Action Items:

Jennifer will arrange a meeting with Alan and share the Board's questions and concerns.

Jennifer will work with RPD Committee in arranging a brown bag session on travel request and reimbursement procedures.

3. CAAR – *Y. Blue*

The Executive Board reviewed each point in CAAR's proposed changes to the Appointment Procedures portion of the By-Laws, Section II.G.2 (e). The results of proposed changes are noted below:

Regarding the proposed language of adding a term limit for serving on CAAR to 4 years, the board felt that this language is not needed. The proposed language is deleted.

Regarding the proposal to add a CAAR Vice-Chair/Chair-Elect position similar to the CAP committee and the language proposed will be similar to CAP Article VI. Section 2.(a) and RPD Article VI. Section 4(a). This proposal is approved.

Regarding the proposal to add the language, “WOM chair must have successfully completed at least one academic review cycle.” The rationale is that WOM Chair should have experience in this process as this helps in the mentoring process. This proposed language is approved.

Regarding the proposal to add the language “In the event of a vacancy in the CAAR Chair and Chair-Elect positions...”, this is not necessary because this provision is covered in Article IX, Section 8 of the Bylaws.

Yolanda will update the Bylaws to add the new position “CAAR Vice-Chair/Chair-elect” in all relevant sections of the Bylaws.

Action Items

Yolanda will incorporate the changes that were approved by the board and remove the proposed changes that weren't approved. Yolanda will send the approved changes to Chuck Huber, our representative to the LAUC Statewide Committee on Professional Governance to ensure that the proposed changes are in accordance with the statewide Bylaws before it is presented to general membership for a vote.

Additional Notes:

In anticipation of Chrissy's maternity later this year, she asked if Kristen and Angela could fill-in as Chair and Past-Chair pro-tem respectively from September 1 until her return around the beginning of October. Following the elections, the incoming Vice-Chair will be asked if they can fill-in as Vice-Chair pro-tem starting when she goes out on leave, around the beginning of July, until their term begins on September 1.

Meeting adjourned at 4:01 P.M.

Respectfully submitted by *Gary Colmenar*