LAUC-SB Executive Committee
Tuesday, March 6, 2019
Art & Architecture Seminar Room
2:00pm - 3:00 pm
MINUTES
Attendees: Tom Brittnacher (Chair), Kyra Folk-Farber (Vice-Chair), Paige Sundstrom (Secretary), Leahkim Gannett (Past Chair), Jane Faulkner (CAAR Chair), Chizu Morihara (CAP Chair), Alex Regan

Agenda:

1) Meeting called to order at 2:00PM
2) January minutes approved
   a. Add names to people who own those action items
3) Reports:
   a. Officers
      i. Chair
         1. Chair’s report: LAUC statewide is mostly talking about preparing for LAUC Assembly.
      ii. Vice-Chair
         1. I have a list of about 10 LAUC-SB members to invite to participate in the Nominating Committee. I’ve emailed three members. One person has declined and I haven’t heard from the other two yet. I’ll go down the list as needed.
      iii. Past Chair
      iv. Secretary
   b. Standing Committees
      i. CAAR
         1. CAAR met with Alan on February 5 to discuss section 360-6 of the APM (Appointment and Promotion) and to propose changes to the LAUC-SB Procedures for Appointment and Review to reflect our agreed-upon interpretation of 360-6. The intent is to clarify appointment procedures and bring them into better alignment with those for review, especially in regards to the critical issue of self-governance. Eunice is taking the lead in rewriting these.
         2. On Feb. 14 we sent Alan our suggested revisions to the position announcement for the Director of Digital Library Development (Associate or Full Librarian). Most suggestions were for clarification; many were grammatical fixes.
         3. Jon Jablonski has a draft for the Data Services and Digital Scholarship Librarian position announcement. CAAR will see it after it goes through AG.
         4. Eunice, Rick, and Jane have been meeting weekly to work on a revision of the LAUC-SB Procedures for Appointment and Review.
5. Because of her impending retirement, Eunice asked to be excused from serving as chair of the AAC for the East Asian Librarian. CAAR submitted a revised AAC slate to Alan on February 21. The AAC will include two faculty members.

AAC for East Asian Librarian
Rick (chair)
Heather
Chizu
David G.

ii. CAP
1. CAP is now reviewing the packets.

iii. RPD
1. Nothing new to report
2. 4 presentation grants from SB, statewide needs to set up time to meet to decide what will be awarded

C. Ad Hoc Committees/Task Forces
i. Archives & Records Management Taskforce
1. Archives committee report: We're cleaning up the L Drive: moving materials to Box for archiving or deleting them.

ii. Website Update Taskforce
1. Nothing new to report, Lk is writing a report and will send through email

d. New Business
i. Brunch (mid May, first or second full week of May, potentially)
1. We should ask Chrissy R. and Kristen L. to help
2. Documentation in the wiki, including coffee pot instructions
3. Start a brunch planning committee
4. Staff appreciation week has not been updated for 2019
5. Appreciation for library custodians, collaborate with BOPS to coordinate timeframe

6. Tom will chair brunch planning committee
   a. Tom action: form committee and schedule first meeting
      i. Staff recognition and pins will be at the summer picnic
      ii. Do we still want to do a raffle? A lot of work to gather the materials
         1. $100 to restaurant and $10 Starbucks
         2. ask about raffle at the membership meeting, or what we could give and do to show appreciation

ii. Elections
1. Bylaws are specific about how the elections are done
2. Action for Chizu: Ask CAP to come up with their nominees, need to choose 2 names
3. Spreadsheet in box with names of people who are eligible
4. Timeline: June date is last day of the 2 week election period, near memorial day
   a. Have slate at the beginning of May / Mid April for Kyra
5. **Paige and Tom**: use google form for voting form, under the LAUC Gmail account, I will copy 2018 version, I will set the ballot, Kyra and I will look at results,
6. **Action for Kyra**: get nomination committee set, at least 2 nominees for each position
   iii. Membership Meeting agenda items
      1. Raffle
      2. Matt Stahl is giving talk on history of UCSB – ask how long he wants to take
      3. Ask people to come on march 14 meeting, ask if they have questions
         a. Tom will meet with Chrissy on Friday to talk about how to approach this meeting, how to ask people how we want to go forward, what questions we want to ask, brainstorming session
            i. Participation in last membership meeting was framed in a positive way, have prompts on the board
   iv. Revisit conversation: engaging new librarians in LAUC – **table for next meeting**
      1. Check action item about talking to Mary-Michelle
      2. March membership meeting – do we want to do anything about talking about nominations etc. during that meeting?
   e. Kyra on academic senate: really confusing how it gets handled, not elected position, it’s volunteer. Make sure this information is in the Chair’s checklist
   f. Meeting adjourned 2:59PM