LAUC-SB EXECUTIVE BOARD MEETING  
Tuesday, January 7, 2020  
1:00 p.m.-2:00 p.m.  
A&A Seminar Room

Attendees: Catherine Busselen, Kyra Folk-Farber, Tom Brittnacher, Jane Faulkner, Chrissy Rissmeyer, Des Alaniz, Kristen LaBonte  
Absent: none

AGENDA

1. Call to order at 1:12 pm (K. Folk-Farber)
2. Revisions to the agenda
3. Approval of the December 3 meeting minutes (notes approved)
4. Officer reports
   a. Chair (K. Folk-Farber)
      i. Andrea Duda is CPG (Committee on Professional Governance) rep, is on leave. CPG asked for volunteers, but Kyra has been doing it in the interim. Andrea expected back in January/soon. CPG meetings are once per month. Kyra is looking for volunteers to help out with this role until Andrea returns. Right now, CPG is working on recruitment processes, and consistencies across campuses. Main concern is how long recruitment takes. Trying to get a sense of what each campus does in their hiring process. Campus HR rep will be involved in this eventually also. CPG hoped-for date is middle February to get answers to questions.  
        ACTION: Kyra will send questions to Jane about the hiring process here
      ii. LAUC Assembly: March 12 at UC Berkeley (Thursday). Traditionally Chair, vice-chair, and secretary attend. Includes one night accommodations!
         1. Travel Grant for early career librarians. We should put an announcement out and target folks to apply!
         2. UCSB is hosting next year!
   b. Vice Chair (C. Busselen)
      i. Doodle poll sent out
         1. Regular socials every other month on a standing time at different locations? Our goal is to pick a place and direct folks there.
         2. ACTION: Catherine will send out email to set up next events through the end of the term. Feb and April have been selected. Catherine will send updates.
   c. Past Chair (T. Brittnacher)
      i. No report
   d. Secretary (D. Alaniz)
      i. ACTION: Des will go through LAUC-SB website to make updates and will bring any major issues to the board for review
5. Committee reports

a. CAAR (J. Faulkner)
   i. In December 2019 Chrissy Rissmeyer was appointed our new Director for Digital Library Development.
   ii. CAAR learned in December 2019 that the search for the CEMA Curator failed. Danelle Moon is going to revisit the position description before the search is re-opened.
   iii. Yao Chen’s start date as Research & Engagement Librarian & East Asian Librarian has been moved from January 7 to January 27, 2020.
   iv. The AAC for the Director of Research & Engagement has concluded online interviews and has chosen 3 candidates for campus visits.
   v. CAAR provided comments on the revised Statement of Duties and Responsibilities (SDR) for Tom Brittnacher’s reassignment.

b. CAP (K. LaBonte)
   i. No report

c. RPD (C. Rissmeyer)
   i. As of December 20, 2019, here is the LAUC-SB PD funding breakdown:
      1. $30,477.72 - funding has been requested
      2. $29,047.12 - funding has been approved (difference with above is due to exhaustion of personal funds)
      3. $15,795.94 - funding has been expended
   ii. 27 total requests were received. Request breakdown (not some requests combined memberships and conferences, etc.):
      1. 1 research proposal
      2. 7 memberships
      3. 18 conferences
      4. 2 misc. (class, lecture, meeting, etc.)
   iii. By members:
      1. 15 members have not requested any funds (Note this number includes folks currently on leave and AULs)
      2. 20 members have submitted at least 1 request
   iv. The RPD Committee met with Alan Grosenheider on November 22 to work on clarifying research leave guidelines. We will be working with him over the upcoming months to revise our local funding procedures, especially with respect to procedures and leave related policies. We will be collaborating on the outline for the upcoming June information session about grant opportunities. We also agree to discuss how we might shorten the leave approval process at an upcoming meeting.
   v. RPD would like to give a brief presentation at an upcoming membership meeting about applying for statewide travel and mini-grant funding in advance of the next call (Jan. 20, 2020; proposals due Feb. 14, 2020)
      1. Presentation can be part of Fall membership meetings going forward.

6. Unfinished business/Review of action items
a. Survey results and next steps
   i. Tabled for next meeting

b. Last Membership meeting recap
   i. Think about how the activity went, what can we do with the information we have (if anything). KFF wants to think about direction of LAUC in a concrete way, and how to meet our strategic vision and goals. How can LAUC help us feel like we have more of a voice. Rebecca mentioned asking for AG meeting notes

c. Programming ideas
   i. Tabled for next meeting

7. New business
   a. Identify agenda for next LAUC-SB membership meeting (Monday, Feb 10, 10-11:30 am)
      i. Add item for RPD updates and call for applications

b. Meetings with UL
   i. Asked UL to be mindful of how much time is being taken up in membership meetings. Report as 5-10 minute brief. Also addressed LAUC rep to CLIR issue; asked if UL would do the courtesy of conferring with LAUC if asked for a list of librarians who are eligible to serve on these types of committees. Recommendation from UL was to talk to Paul if he would send inquiries to LAUC, what existing practices are for implementing bylaws. UL asked about duplication of search committee members and whether membership is equitable across committees. UL wanted to know what the process is for selecting folks. By expertise? Previous service? Questions about who chairs the committees also.
      1. Many times CAAR will submit a recommended slate, and that slate is not chosen. UL may not know that Alan is swapping folks out, etc.

c. Suggestions from Alan about LAUC----->next meeting

8. Announcements

9. Adjournment at 1:51 pm

Next Meeting: February 4, 1-2 pm in A&A Seminar Room

**ACTION ITEMS**

Kyra will send Jane email about hiring process and info
Catherine will send out final info for exec board social and general membership social
Des will review content on LAUC-SB website