

LAUC-SD EXECUTIVE BOARD MEETING

Minutes March 18, 1994

BML History Room 10:00 a.m.

Present: Elliot Kanter, Richard Lindemann, Kari Lucas, Anne Prussing (Chair), Beverly Renford, Chris Stave.

Report on Statewide Ex. Board teleconference of March 16

Minutes of this teleconference meeting are forthcoming. A. Prussing summarized topics and introduced local discussion about ways for statewide to save money in light of recent and anticipated 10% cuts to LAUC's statewide operating budget. Among the possibilities are:

- canceling Fall Assemblies and scheduling Spring Assemblies at venues that are easy/less costly destinations (committees are just starting up in the fall, so targeting a single meeting for spring makes a better alternative; there tends to be more business to act on in spring than there is in fall).
- holding assemblies on week-ends (which would provide a savings in release time but not in operating funds).
- tack assemblies on to other conferences (e.g., ALA or CLA) to reduce travel expenses (although not everyone attends these routinely, and those who do already have a full or chaotic itinerary).

Discussion:

- Fall Assemblies DO sometimes seem extraneous when no real business occurs, but some Fall Assemblies HAVE been substantive. Sentiment is mixed about their utility overall.
- The budget cuts should be viewed within the context of getting LAUC work done and how this can be achieved with less money; evaluating the effectiveness of assemblies, or the importance of travel for committee work must be done within that context.
- Teleconferencing for Fall Assembly and meeting as usual in the spring might effect some savings and retain the important elements of timely discussion and communication of statewide issues.

ACTION: A. Prussing will lay out the issue to the membership (B. Renford is drafting a proposal that will help us focus on possibilities to consider) via email and call for a special meeting (brown-bag lunch). After that meeting, A. Prussing will respond to statewide before the April 15th deadline. Potential meeting dates, in order of preference, are: Apr. 5, 6, 12, 13; preferred venue is one of the Price Center Galleries [R. Lindemann will reserve a room].

LAUC-SD Budget

Our current balance is \$721.85, which is relatively robust. That health is attributable to recent reimbursements from statewide and good response to the special assessment (\$10 rather than \$5) levied this year. A preliminary, conservative budget projection for 1994/95 was proposed by A. Prussing:

- Income: 50 contributors @ \$5 \$250
- Expenses: 1st lunch for new librarians (\$6.50 ea.) \$ 65
- Library wide holiday party \$ 50
- Goodbyes/retirements (\$6.50 minimum ea.) \$ 65
- Required lunches for delegates (\$12 x 4) \$ 48
- Total expenses \$228

ACTION: A. Prussing will present this budget to the membership with the notion that it comprises expenditure guidelines.

LAUC Buddies

Guidelines to direct the orientation to LAUC of new librarians were reviewed, and the following "buddy duties" were defined:

1. Review packet contents with new librarian.
2. Encourage committee involvement.
3. Perform follow-up after passage of time to answer new questions.
4. Invite and accompany new librarian to first LAUC Lunch.

Goals Setting

A. Prussing initiated discussion by citing LAUC-Berkeley's attempts to move away from "housekeeping" orientation toward "programmatic" planning. There was general agreement that LAUC-SD shared that desire for it's own goals setting process, and discussion ensued toward identifying chapter goals for the coming year.

- Streamline the review process (this would require participation from CAPA, LPO and the membership at large, but LAUC could play the lead in initiating the procedural revisions). The APM requires far less than local review procedures dictate, and streamlining would come from radically revising the UCSD Libraries ACADEMIC REVIEW PROCEDURES [ARP], especially concerning requirements about ad hoc committees.
ACTION: A. Prussing will discuss the matter with J. Hanson; it is expected that a committee comprising senior librarians (who have a full understand of the review process) would be formed to draft revisions of the ARP.
- Address systems training issues. A LAUC voice, speaking to library administration about perceived inadequacies in systems (esp. new technologies) training, might serve to improve library-wide training programs for all library staff.

- ACTION: A. Prussing will draft a charge directing an ad hoc committee, constituted to reflect diverse views, how to proceed; a proposal concerning the committee and its charge will be presented to the membership for discussion and approval.
- Promote professional activities by introducing librarians to teleconferencing/telecommunicating technologies. B. Renford indicated that significant resources were currently available at UCSD. The value in including the membership in the process of identifying LAUC-SD goals was stressed, and the topic will be added as a future membership meeting agenda item.

The meeting was adjourned at 11:50.

Respectfully submitted, R. Lindemann, Secretary/Treasurer