

## MINUTES

LAUC-SD Executive Board meeting

Monday Feb 13th. 2006

9am in Research Services Conference Room

Attending:

Mary Linn Bergstrom, Peter Brueggeman, Ken Calkins, Tammy Dearie, Megan Dreger, James A. Jacobs, Marlo Young.

Elliot Kanter and Leslie Abrams of CAPA joined the meeting for item 1A.

### **1 LAUC-SD membership meeting followup items**

1.A. CAPA term/responsibility for academic review writing workshop.

- In response to suggestions from membership discussion, the board decided to include wording in the Academic Review Procedures Manual (ARPM) in section III. Roles and Responsibilities of Participants under G. CAPA, describing the responsibility of CAPA for an annual review writing workshop as follows: Plans and presents the annual academic review writing workshop in Fall Quarter.
- Peter will send email to members with wording, with a deadline for comments and, upon finalizing the wording, will turn over to Library Human Resources department for official incorporation into the ARPM.

1.B. LAUC-SD response to SOPAG Bibliographic Services Task Force Report (BSTF) on "Rethinking how we provide bibliographic services..."

- Peter reported on a preliminary discussion with Susan Starr, the UCSD Libraries SOPAG rep, about the feedback gathering process she will follow within the UCSD Libraries, which would include feedback from open meetings likely to include LMG and Public Services Forum. Peter will talk with Susan and others, and assess librarian opportunities for response through her process vis a vis a separate LAUC-SD response.
- The March 21, 2006 LAUC-SD membership meeting presents an opportunity to discuss the BSTF report if it seems useful to augment Susan Starr's feedback gathering process within the UCSD Libraries. Perhaps there will be summaries of various UCSD Libraries input from Susan Starr or departments like MSD which would be finished by then and can be distributed to LAUC-SD membership for discussion at its March 21<sup>st</sup> membership meeting.

1.C. Responsibility for maintaining the review writing workshop documents.

- LAUC-SD webmaster, Karen Heskett, will create a CAPA web space as part of the LAUC-SD webspace and maintain the handouts and other documents for the annual review writing workshop there.

2. Bergstrom: Is there a need to develop a workshop for review initiators as a complement to the review writing workshop?

- As a result of Executive Board discussion, Jim will ask CAPA to invite review initiators to a meeting in June to discuss this idea.

3. Bergstrom: Nominating Committee

As LAUC-SD Chair, Peter appointed the 2006 LAUC-SD Nominating Committee:

- Mary Linn Bergstrom (Head, Science & Engineering Library, LAUC-SD Chair 2004/2005),
- Amy Butros (SIO Asst. Director and Instruction/Outreach Librarian, CAPA 2001/2003),
- Ken Calkins (Music Librarian and bibliographer, LAUC-SD Delegate)

4. Brueggeman: Report Feb 2nd meeting of LAUC Chairs with the University Librarian.

4.A. LAUC-SD diversity fellowship proposal & Diversity Committee.

- At the suggestion of the University Librarian, the next step already underway is for the Diversity Committee to explore an IMLS grant for funding a diversity fellowship. Federal funds have different rules than state funds.

4.B. Open Access publishing of UCSD dissertations and masters theses.

- The LAUC-SD chairs had a general discussion about open access publishing of both dissertations and masters theses at UCSD with the University Librarian. Masters Theses are not part of the ProQuest contract with UCSD. Perhaps the single act of electronic submission of both dissertations and theses can segue into open-access publishing on CDL's eScholarship Repository and submission to ProQuest (for the dissertations).

5. Young: LAUC-SD computers update (R&PD Committee)

- The oldest notebook computer is past its useful lifetime and is going to Surplus Sales. The second oldest will be made available for long term loan (approximately one year). The newest will continue to circulate for short term loan as in the past. They will be checked out from the Circ Desk in SSH. The drives are being reimaged by the Tech Services Unit in SSH (a big LAUC-SD thank you to SSHL!) and updated with all the software and virus protection. Once that is completed, R&PD will send out an announcement to the LAUC-SD mailing list to inform them of the changes. SSH has agreed to handle LAUC-SD's notebook computers for this year and next, after which the equipment will be aged. By the end of next year, R&PD should revisit the issue and decide whether to get rid of them altogether or propose replacement.

- R&PD will announce these decisions and promote use of the notebook computers at the March LAUC-SD membership meeting.

6. Bergstrom: LAUC Lunch segment of librarian-candidate interviews.

- Does LAUC-SD want to retain control of the lunch segment of librarian interviews in every case? Is there any other way we can get our information to the candidate, if there was an interest in scheduling lunch with a different focus? What do we value about our current practice?
- The board decided that the member-at-large will assume responsibility for getting volunteers for these lunches.
- At the membership meeting in March, Peter will ask the membership to discuss/reaffirm if it is interested in these lunches, since it takes effort to arrange them. There have been some time crunches, and there may be a need to substitute a coffee break for lunch when there are many groups needing to interview candidates.

Jim (James A.) Jacobs  
Data Services Librarian