

LAUC SD Exec Board Meeting

Monday, 11am, 7/28/2014

Redwood Conference Room

Attendees: Roger Smith, Adele Barsh, Gayatri Singh, Cristela Garcia-Spitz, Mary Linn Bergstrom, Dominique Turnbow, Heather Smedberg, SuHui Ho,

Announcements

UCSD Library Internship (Dominique)

We've received one application! Dominique and Alanna are meeting with the candidate on Wednesday. They're looking for potential projects and there are already some options. The applications are closed for San Jose State, but still open for UCLA students.

LAUC Assembly (UC Davis) and Mini Assembly (UC Riverside) Recap (Roger)

Roger, Dave and Penny shared key points with Brian at their quarterly meeting.

Assembly (portions): <http://laucd.lib.ucdavis.edu/lauc2014.html>

Mini-assembly: <http://www.youtube.com/watch?v=j2ctpJUwTgk>

Subject Librarians and Split Assignments (everyone)

There is a meeting with Martha and Catherine and subject librarians tomorrow. They will discuss a draft proposal to remove formal % and split assignments. The document was drafted by the 2 AULs and 4 program directors (Leslie, Victoria, Lia and Sue). There are other program directors with split assignments reporting to them, but they were not involved. If subject librarians want to give feedback as group, LAUC-SD can help facilitate that.

Action item: Gayatri will share draft document with LAUC-SD Executive Board. Roger will put it on agenda for August LAUC-SD Executive Board Meeting to get feedback from meeting.

New Business

Transition

- Annual Reports
 - Roger needs to submit Division Report to state-wide LAUC Executive Board in 2 weeks.
 - Roger needs bulleted list from committees ASAP. Formal reports due in 4 weeks.
 - Action Item:** Gayatri will send email asking for both to committee chairs.
- Transition Meeting(s)
 - August 25th LAUC-SD Executive, both outgoing and incoming boards should attend
 - Action item:** Chairs will send new chair information to Gayatri so she can forward the invite
 - Committees should prepare for next year
 - Action item:** Committee chairs should schedule one-on-ones with their incoming

chairs to review procedures. Chairs should also take time to clean up their P Drive folders and/or paper files. Chairs with current committee should decide on new chair. If more members are needed, contact Roger who will put out a call for participation

- Credit Union
Action Item: Gayatri will schedule meeting with Roger, Penny, and Peter to make changes to the SDCCU account

- Budgets
 - Roger received approval for \$500 increase to Mentoring to help cover costs associated with the ARL CEP Fellow programming

- Committee Reports
 - CAPA
CAPA had a debrief with Admin and LHR. CAPA put out a survey to get feedback from membership. They're in the process of analyzing the results. Feedback will be incorporated into the ARPM revisions. The group discussed the need to select a LAUC Chair for the coming year. Annelise Sklar and Teri Vogel are both in line to remain on CAPA. Both are willing to serve in this capacity, with some reservations (time commitments). Roger called for a vote based on considerations discussed in the meeting. The vote was unanimous for Annelise as incoming (2014/2015 CAPA Chair).

 - R&PD
The Committee is hosting the ARL Career Enhancement Program (CEP) Fellows, Valarie Kingsland and Mario Macías' presentations in the Seuss Room, Wednesday, August 6th, 11:30am – 1:00pm. No RSVP required and light refreshments will be served.

 - Mentoring
Currently the Committee has a member who is a co-coordinator of the Internship program, but not a part of the Committee. Do future coordinators of the program need to be active members of the Mentoring Committee. The Committee is the right home for this project, but it's also a work load issue.
Action item: Dominique will follow up with the Committee and report back to the Executive Board.

 - Diversity
As per the ClimateQUAL recommendations, the UCSD Library is moving forward with creating a Diversity Committee for all staff. This means the LAUC-SD Committee on Diversity will disband. In order to fulfill our commitment to the Statewide LAUC, the following is proposed:

- There will be two spots reserved on the UCSD Library Diversity & Inclusion Committee for LAUC-SD members. One member will have a seat on the LAUC-SD Executive Board. The other member will be on the statewide LAUC Diversity Committee
- The Chair of the UCSD Library Diversity & Inclusion Committee doesn't necessarily have to be a LAUC-SD Member
- The Library will increase the budget for the new Committee

The disbanding/new committee has been discussed at a LAUC-SD membership meeting. **Action item:** Heather will draft language to change the bylaws. Roger will share with the membership for comment, and then we will vote on it by email. Heather will check on Marlayna's term as Statewide rep and check if she can continue on new Diversity Committee.

In July the Committee sponsored the ARL CEP Fellows Welcome. Because Campus Catering was not operating that week, the Committee used an alternative service to order food and pick up from one of the campus markets. This option was a bit cheaper, and seemed to work well. The offerings were complemented by generous potluck contributions by the staff, as in past years. Brian gave remarks, and many staff came to meet and greet the 2 ARL CEP Fellows.

The Committee is looking into planning an August/September event, but have not nailed down the details. They had tentatively planned to have a brown-bag post-conference idea exchange, and committee members have suggested ideas for more formal discussion group topics as well. More details will be shared as plans solidfy.

The meeting concluded at 12:11