

LAUC-SD Exec Board Meeting

Monday, 2:00 PM, 1/26/2015

Redwood Conference Room

Present: Penny Coppernoll-Blach, SuHui Ho, Karen Heskett, Heather Smedberg, Roger Smith, Gayatri Singh, Harold Colson, Kelly Smith, Peter Rolla

Announcements / updates /Additions to the agenda

Penny, Roger, & Heather met with Brian Schottlaender for the LAUC-SD Quarterly Meeting, with three items on the agenda: a CAPA review cycle update; the Diversity Committee transition update; and topics for the LAUC Statewide Assembly. Brian had several suggestions for the latter, many of which were already on the list.

Old Business

- 2015 LAUC Spring Assembly

Chairs and vice-chairs of the individual LAUC chapters are currently voting on a survey for assembly topics. Eight topics have been proposed.

Penny recounted the eight possible topics: a follow-up on campus libraries undergoing re-design, especially considering the roles of administrations and librarians; librarians as academic appointees and the future of the librarian series; an assessment of public services such as reference; metrics for library value; specific library programs at UC, like digital humanities and data curation; the UCLAS advisory structure as a whole; UC-wide cooperative projects; and presentations by LAUC members such as winners of LAUC grants.

They are still working on how many topics will be discussed and how long for each topic but have a tentative schedule:

A welcome address from Brian

10:00-11:00 Assembly business

11:00-12:00 Committee on Professional Governance update

12:00-1:00 lunch

1:00-2:00 a debate on membership issues (as yet undefined)

2:00-3:00 another topic

Kari Lucas had suggested the topic of reimagining the library in the 22nd century and there are thoughts of presenting it as a skit or in some other creative way. Brian also suggested discussing shared UC services, which may also be the topic of a LAUC statewide webinar.

There is no word yet of a special speaker. The assembly unfortunately conflicts with an all-day CoUL conference call so we cannot tap any ULs to speak. Also, we're on a bit of a tight budget, since the rooms are expensive and we have to use campus catering for food, so there is probably not extra money to pay for a speaker.

Roger, speaking as a member of the local planning committee, mentioned that the logistics of planning are going well. Kymberly is very organized, and the members of the committee are embracing their assignments.

Penny just sent out to LAUC-SD a “save the date” announcement. We want all local participants in the assembly to register beforehand and not just show up. The space will be tight, and food will need to be ordered, so we will need to have good numbers for the configuration. The Exec Board should advocate that LAUC-SD members register in advance for the assembly.

- Bylaws Changes – Diversity Committee & Mentoring Committee

The changes are finished and Kelly just needs to post the new bylaws to the LAUC-SD website. Kelly and Gayatri also will work to figure out what to do with the old pages.

- Bylaws Changes – R&PD Committee

The committee hasn’t yet reached agreement on the R&PD charge – their meetings have had full agendas so they haven’t had time to discuss the charge and bylaws. They are also working on the subject of eScholarship and may fold it into the charge of their committee as well.

- LAUC-SD archives

Heather mentioned that we still need space for physical archives of LAUC-SD materials. A task force looked at these archives and determined that there is still a need for a space to house physical archives, and also LAUC-SD could use a physical space for materials used for events, etc. Heather couldn’t remember where we are with the task force’s recommendations and wants to make sure this topic is back on the Exec Board’s radar.

We don’t need a lot of space as the collection of physical materials shouldn’t grow but we do need more than a file cabinet. The papers are in archive boxes so they require shelving.

Roger mentioned that there may be space in the DLDP area in Geisel 1 West. The space needs to be cleaned out and the equipment currently stored there dealt with, but it’s a possibility. Heather will re-send the task force’s report to the Exec Board for review and future action.

New Business

- Librarian Shadow Day: Karen & Kelly have started talking about this event. The Exec Board discussed the fact that last year some librarians didn’t like having LAUC-SD’s only social event be combined with the Shadow day. There are, however, also good arguments for combining the events. Doing so helps cover the cost, since with just Mentoring Committee money the event would have to be very small (they only have \$300 or so to spend on it). Also, librarian-only events in the past only got about 12-20 people.

We don't really know numbers on who would want a librarian-only event. A survey was sent out last year but only to librarians who served as Shadow Day mentors. Also last year we had an exceptionally large number of students, which also affected the event. We would like to survey all of the librarians, but Karen mentioned that she and the Mentoring Committee need to start planning the Librarian Shadow Day at their meeting on Wednesday of this week, so there isn't really time to get a survey out.

The Exec Board, after some discussion, decided to hold a combined Librarian Shadow Day lunch/LAUC-SD social event as last year, but we will send out a survey at the end to all the librarians to determine what to do in the future. We also agreed that Mentoring should try to limit the number of mentees to make the day and social event more manageable. Lastly, we supported the idea of holding a separate librarian-only event on a different date, perhaps as a potluck or picnic to reduce the cost.

- Employee Participation Statement discussed at Library Council and the intersection with LAUC

At last week's Library Council meeting Tammy Dearie presented a document which would implement Library guidelines for employee participation in events, committees, etc. Heather explained that this document came out of the ClimateQual process. One of the issues staff had raised was not getting support from supervisors to participate, so this policy is needed to encourage supervisors to allow participation. The policy document was presented to Library Council as a draft for comment.

Roger then explained that some of the language in the document goes beyond just empowering staff and includes the language that staff are "expected" to do certain activities. He spoke with Tammy after the Library Council meeting and feels that LAUC might want to look at this policy in reference to the academic review process. He doesn't think there will be a conflict with the ARPM and in fact the new policy may give some clarification to the categories B-D. But still the Exec Board should look at the document after it is finalized.

- Committee Reports
 - CAPA (no report)
 - R&PD
 - They received two applications from SD for state presentation grants.
 - They're also looking at dividing the local grants. We currently have local LAUC research grants as well as poster grants but we don't have presentation grants at the local level. Now any grants for presentations have to officially be for research, but librarians don't necessarily have time to do research and do more presentations. The committee is looking at splitting money out of the research grants for presentations, so we will have three types of local grants: research, presentation, & producing posters. The committee needs to determine whether librarians can apply to more than one type, and it also is looking into re-writing the guidelines with new language for the new type of local grant.

- The committee also wants to put language into its guidelines on the website about IRB for human subject research.
 - Lastly, R&PD is looking at group training programs like a statistics class or courses through the Library Juice Academy. They will send out a survey to the membership to determine interest and if there is enough they will offer the group course.
- Mentoring
 - Meeting on Wednesday to talk about Librarian Shadow Day.
- Diversity & Inclusion
 - The Committee met in the middle of January. First steps include transferring information from the LAUC-SD Diversity Committee P Drive folders and webpage to the new Committee's P Drive folder. After that figuring out a public web page for the new Committee, Gayatri will coordinate with Kelly to link to the new page from the LAUC-SD web page.
 - Many members attended the campus Teaching & Diversity conference.
 - Members have started information about diversity related events on campus with lib-all. We're still sorting out the best way to share these types of events.