

## **LAUC-SD Exec Board Meeting**

Monday, 2:00 PM, 6/1/2015

Redwood Conference Room

Present: Adele Barsh, Harold Colson, Penny Coppernoll-Blach, Karen Heskett, Peter Rolla (recorder), Gayatri Singh, Annelise Sklar, Heather Smedberg, Kelly Smith, Roger Smith

Absent: SuHui Ho

### **Old Business**

- Music Subject Specialist Position Discussion

The Executive Board discussed Brian's reply to the letter we sent him in which we asked why this position was not created in the Librarian Series. Overall we were not satisfied with the explanation and especially troubled by his statement that an LAV can perform the duties of a subject specialist with guidance from a librarian. We feel that this is a troubling precedent to set for future vacancies. We feel that we should respond, so that our silence does not give implied consent to that precedent.

It was emphasized that we're concerned about the position not being in the Librarian Series, not whether or not the person holding the position has a librarian degree.

Actions:

1. Penny will request from LHR Ken Calkins's old (i.e. pre-reorg) job description so we can compare it with the current job description;
2. Annelise will look at the music bib group to see how this work is done on other campuses;
3. Penny will write a reply and share with the group for comment.

### **New Business**

- LAUC-SD Election

The election for next year's board is open until Friday. Twenty-eight of 54 eligible members have responded, so Roger will send a reminder this week. Harold noticed that his original notification ended up in junk folder, so Roger will send two emails, one from Survey Monkey and one directly to the LAUC-SD membership list. The results are due to Statewide by June 10, so we are right on schedule.

- Committee Reports

- CAPA

They have reviewed all of the files and the Admin Team has started drafting letters to send to campus. CAPA hasn't heard back yet from Admin, although they sent the easiest files first.

The one big lesson from this year's cycle is that ad hocs are confusing and LAUC-SD still needs to do some work to figure them out. CAPA would like to have this as an agenda item for an upcoming membership meeting. Some confusions include:

- When to call an ad hoc – just when an action is required, or when the reviewee is asking for extra salary points?
- Who should be on it - Brian did not like it when two people from the same program were on an ad hoc together, but nothing in the ARPM prevents this. Do we need to change the ARPM?
- What the ad hoc should do - It isn't clear now, with points and not steps, what the ad hoc is being asked. In Admin's opinion, the ad hoc only weighs in on action. If that is the case, then perhaps we shouldn't call ad hocs just for extra points.

Other difficulties included the fact that the ad hocs saw the files in a vacuum and didn't know what other files looked like. Also, some people on ad hocs didn't know that there's a formula for the reports unless they've been on CAPA. We should write a template for ad hoc reports, like the self-review template, so that people can fill in blanks as much as possible.

- R&PD  
No report (chair absent)
- Mentoring  
They are working on summer programs to coincide with the CEP fellows. One idea touches on R&PD's work – a panel discussing the research process – so they have emailed R&PD to see about co-hosting. There will be a program in early July then one in mid- or late-July. The fellows have an unusual schedule this year and don't overlap as much as in previous years.
- Diversity & Inclusion  
They are working on the welcome reception potluck and the goodbye breakfast for the fellows, as well as arranging a tour of the university centers for the fellows.  
They are also trying to figure out Gayatri and Lia's terms. The committee's charge calls for staggered two-year terms and so they might put new person in Gayatri's position. They should have it figured out by the time of next year's committee appointments.