

LAUC-SD Membership Meeting  
August 16, 1993

Present: K. Cargille, R. Coates, J. Donovan, S. Galloway, C. Graham, R. Gustafson, J. Hanson, C. Haynes, C. Hightower, M. Horres, C. Jahns, S. Jurist, R. Lindemann, K. Lindvall-Larson, K. Lo, G. Lowell, K. Lucas (recorder), A. Prussing, B. Ringler, B. Slater, D. Talbot, B. Tillett, E. Valdez, E. Yutani

**Announcement:** LAUC-SD Research & Professional Development Committee presents, "Demystifying the Grant Proposal Process," Tuesday, August 17, 3-4:p, Santa Barbara/Los Angeles Room, Price Center.

**Discussion:** Professional Development Funding

K. Lucas introduced R. Lindemann. He briefly outlined the work of the Joint Administrative/LAUC Subgroup on Professional Development (J. Hanson, C. Haynes, C. Jahns, R. Lindemann) charged with developing a proposal with recommendations for the disbursement of these funds for fiscal year 1993/4. R. Lindemann invited University Librarian Gerald Lowell to offer his view on professional development. (Please note that professional development may or may not involve travel. Even though much of the discussion revolved around travel expenses, professional development could include taking classes locally.)

G. Lowell spoke briefly indicating that he is a strong proponent of development using a variety of ways (i.e., conferences, training classes, and the like). He first outlined his perception of "administrative travel." This, he explained, was a type of travel that the organization initiates for official organization business. It is a top down approach where higher ups determine that members of the organization need to attend and therefore pay expenses. He indicated that the definition gets fuzzy with higher level positions, when organizational business and professional development become closely entwined. Professional development is a murkier issue. How much to fund, who goes, when and where are all questions. We must measure professional development activities against criteria for promotion and advancement. Also there are questions of the role of the department head for assuring mentoring for proactive growth of professionals in the department. Another element is being sensitive to other's perspectives. How does the Library rationalize a large travel budget to university administrators and faculty? In many instances faculty pay their own way to many professional activities. Also necessary to keep in mind are meetings that are worthless for career advancement (e.g., no advance agenda, do-nothing meetings) and weighing how much actually gets done by attendance at a meeting as opposed to teleconferencing, conference telephone calls and electronic mail. Lowell indicated that he felt there was no perfect model to follow in allocating the \$500 budgeted for 1993/4 for professional development. A key element in any option is flexibility. He is willing to entertain any option.

The questions below followed Lowell's remarks:

1) Perception that national level participation is valued more than regional level participation. What is more important?

GL: Bottom line is that professional development is to allow professionals to perform their jobs better. The individual is in the best position to identify what his/her needs are. One must look at what the organization (local, regional, national) has in common with the job of the individual.

2) Question 1 with international organizations and activities thrown in.

GL: No problem with supporting international involvements for the same reasons as above. The cost issue is greater, but the criteria is the same, is the activity a worthwhile investment for the individual in the conduct of his/her job for the university library?

3) How do you feel about time off if one pays one's own expenses?

GL: Given that departmental staffing needs are met, very supportive, again, if it is a worthwhile investment for the performance of one's job.

Discussion moved toward how important it is for the individual to explain clearly, within the context of one's self-review, what the impact of participation in one's selected activities had on the individual and the unit. It was noted that individuals have goal statements developed in collaboration with their department head and/or supervisor and choose activities to help meet the goals. This approach translates well in the review process. The Professional Development Plan is an integral part in the process of setting goals within the framework of the needs of the department. Goals supply accountability to supervisors and university.

In summary, it was determined that the Subgroup would draft into their recommendations to G. Lowell for the disbursement of Professional Development funds the following.

Each librarian would be responsible for \$500 to be used to support their Professional Development Plan activities, still to be developed in collaboration with their supervisor. The funds may be used for travel, registration, lodging, and meals all within UCSD and UC guidelines for maximums allowable (i.e., per diem amounts).

It was mentioned that UCLA has a mechanism to determine further reimbursements to individuals if there is money remaining in the Professional Development fund near the end of the fiscal year. It was requested that this be built into the Subgroup's recommendation.

J. Hanson indicated that there will be a call to librarians once G. Lowell accepted the Subgroup's recommendations. She also indicated that the AP&S series would probably use the LAUC approach as a model.

The issue of administrative travel seemed to warrant further discussion in light of downsizing, VERIP III, and the loss of expertise that is resulting. The line between what is an administrative expense and what is professional development expense seems to be getting fuzzier. What happens when the organizational "expert" leaves and another staff is given their assignment? Is developing the expertise necessary to fulfill the job assignment administrative in nature that is to fulfill the mission of the organization or professional development in nature? It was suggested to the incoming chair that a further discussion of administrative expenses be placed on the September membership meeting agenda.

Meeting adjourned: 3:14pm