

Minutes  
LAUC-SD Membership Meeting  
May 6, 1996

Present: Leslie Abrams, Karen Cargille (chair), Lynda Claassen, Ronnie Coates, Kathy Creely, Patricia Cruse, Sam Dunlap, Tami Echavarria, Crystal Graham, Ruth Gustafson, Susan Jurist, Elliot Kanter, Richard Lindemann, Anne Prussing, Beverly Renford, Becky Ringler, Elizabeth Robinson (recorder), Reinhart Sonnenburg, Dawn Talbot, Bradley Westbrook, Kathy Whitley, Vicki Williamson.

## ANNOUNCEMENTS

1. The call for volunteers for the LAUC-SD Webmaster position will be made after the elections as will similar for the Archives Task Force to deal with LAUC-SD archives in room 506.
2. Gary Peete's response to the stipends issue was recently sent to UCOP (a summation of chapter responses).
3. Joanne Euster and Richard Walter issued a letter on the changes to how budget allocations will be dispersed to libraries. A key issue is how much will be retained in a centralized block. Karen will route the letter to LAUC-SD members.
4. LAUC Assembly is next week (May 14, 1996). Barbara Slater will coordinate carpooling to Irvine.

## BUSINESS

1. Local and Statewide Elections - Elliot presented current volunteers for local offices. No further candidates were nominated from the floor. The official slate for the local election is:

- Vice-Chair/Chair-Elect – Ginny Steel
- Secretary/Treasurer – Cynthia Jahns, Kathy Whitley
- Member-at-Large – Leslie Abrams, Duffy Tweedy
- Delegate – Tami Echavarria, Ruth Gustafson
- CAPA – Kathy Creely, Elliot Kanter, Barbara Slater, Dawn Talbot

Statewide candidate profiles were previously sent to the membership over email. Elizabeth will conduct the election in the stead of the Nominating Committee (ballots are due back to her June 4).

2. LAUC-SD R&PD Research Grant Guidelines - Brad summarized the latest revisions, noting appendices B and C on the LAUC property policy and tips for writing proposals (respectively). Other changes include new text on criteria taken from the statewide guidelines and length of funding and extension. Susan Jurist asked if research grants

could be used for creative efforts. R&PD will discuss this at its next meeting.

3. Substitute Librarians - Santa Cruz and Riverside have substitute librarians on staff and have been trying to use the Temporary Librarian guidelines in managing these positions but have found them inadequate for their situations. The Committee on Professional Governance drafted a proposal for the establishment of a Substitute Librarian classification. Ruth pointed out that the wording in the draft needed to be careful in excluding the word "temporary" when discussing these positions ("short term" or "substitute" instead) for clarity's sake. There was some discussion on the lack of a specific MLS requirement for these positions. The group approved the document with the wording changes noted above.

4. LAUC Archives - Karen presented the final proposal. If there is to be a digital archive (statewide or local), vital records (organization charts, constitutions/bylaws, and the annual summary report) should have a paper backup.

5. Statewide CDC Proposal on Access to Multicultural Materials – Gary Peete will take the CDC proposal to the University Librarians or Library Council meeting.

6. Distance Learning Task Force - Reinhart explained that the task force has no recommendations yet. Part of its charge is to determine what role LAUC has in the University's planning for distance learning. Related to this, Ronnie noted there is a multi-level networking task force in California that is concerned with consolidating library services. UC librarians have participated in these meetings.

7. Email Policy - Beverly noted that the policy is a codification of the legal implications regarding email that is that anything on university email can be defined as a university record. Brad noted that the UC Archivist Consul will make a suggestion that the policy clarify that certain types of electronic documents are also university records.

The next general membership meeting for LAUC-SD will be held fall 1996 (TBA) unless otherwise announced.