

## Executive Committee Meeting Minutes

January 12, 2005  
9:00 AM—10:30 AM  
Daley Library 1-294

Present: Mary Case (chair), John Cullars (secretary), Joan Fiscella, Helen Georgas, Ann Weller, Steve Wiberley, Lisa Zhao.

### **I. Approval of Minutes of December 1, 2004 Meeting**

The Minutes were approved as amended, with Weller presenting and Fiscella seconding the motion.

### **II. Old Business**

A. Meeting with Chair of Teaching Support & Documentation Committee (TSDC): EC is continuing the practice instituted last year of meeting with chairs of faculty committees as a part of its oversight function. The TSDC's chair Georgas is a member of EC. An ongoing concern of EC's in meeting with elected faculty committees has been the discussion of having at least one tenured member on committees. This provision is both to allow untenured faculty more time for research and publication and to benefit from the expertise of senior faculty. There is no Bylaws requirement for a tenured member; currently Fiscella is the only tenured member of the committee. Given the teaching at LHS and its sites, EC also recognizes the need for health sciences representation on TSDC each year. Georgas reported that TSDC will offer three seminars, one, an overview of teaching documentation, the second on the teaching philosophy and portfolio, and the third on curriculum development, to facilitate the articulation and documentation to the campus of the types of teaching librarians do. The committee will remind department heads of their responsibility to make sure that peer review of teaching is a part of the annual librarianship review for those librarians with a major teaching focus. The committee is starting to look more at library-wide teaching practices and curriculum in addition to individual librarian teaching efforts. TSDC is also working with Ellen Starkman and Lisa O'Leary on the preparation of a database to keep statistics on the various types of teaching done by librarians. Case reported that, at a recent Deans Council, Clark Hulse, Dean of the Graduate College, indicated that the library has more external non-credit courses (58) for Continuing Education than any other college. This includes online courses as well as traditional courses for non-UIC patrons. The EC has asked the committee to reexamine its overall charge with an expanded scope of issues related to teaching. Most degree-granting schools have separate curriculum committees; should the library go that route rather than

having this function subsumed under the mission of TSDC? If not, will that committee need to be enlarged?

B. Update on Nakata Lecture: Case discussed different speakers and topics that EC has been considering for the Nakata Lecture. We are looking at such topics as Open Access, government information policy, and health sciences informatics. Four possible speakers have been identified. If the Nakata Lecture is to be given in the spring, we must move on this quickly.

C. Proposal for multi-year clinical appointments: as currently defined, clinical faculty contracts must be renewed annually. This can cause difficulty in recruitment since many desirable candidates will not wish to relocate with no guarantee of employment beyond one year. Sometimes the spouses of tenure-track faculty are offered clinical contracts, and the lack of guaranteed continued employment may jeopardize such hires, particularly at Urbana or Springfield, where there are fewer opportunities for employment than in Chicago. Weller informed us that this concern has been on the agenda of the Senates Council for years and that it is not certain if the Board of Trustees would authorize multi-year contracts. Wiberley felt that, regardless of protestations to the contrary, the proposal would undercut tenure and should be resisted. Case said that the draft suggests that there would be very limited conditions under which a multi-year contract would be granted and may apply to the clinical faculty in the library. EC decided to take no public stance at this point but to revisit the issue as need be.

D. Residency program wrap-up discussion: Case announced that she has received a number of thoughtful comments following the discussion at the faculty meeting of December 15. These discussions show that there is a wide variety of opinions on what Residents expect of the program. She has decided to suspend the Residency program for the coming year and to set up a task force, which will report by the fall, to investigate what the program should be and what it should be doing. The further question arose of whether Residents should be included on faculty committees. The consensus was that they might be admitted to some committees, though not EC or Nominations & Elections, in much the same way as ALA allows interns to its committees.

E. Mentoring Task Force: Cullars reported that the task force has not met or conducted business since he presented its charge and recommendations at the faculty meeting of December 12, 2004 due to the holidays and absence of members of the task force from the library in early January. The remaining part of the task force's charge is the preparation of guidelines for mentors and mentees. He will have a draft by the February EC meeting. It was further suggested that the faculty send updated information on their research to Ben Ramos to update their website entries. This up-to-date information will help those seeking mentors.

### **III. New Business**

(Because this meeting had to end by 10:30, the issues below were only briefly addressed, and some may be revisited at a later meeting.)

A. EC debriefing of faculty meeting issues: EC looked at the draft minutes of the December 15 faculty meeting to identify any issues that required its action or oversight. Two such were the creation of a Scholarly Communications Committee, which will be placed on the agenda of the February meeting, and how to deal with the Residency and Professional Associates programs, which is on the agenda for the current meeting.

B. Faculty issues arising from 2010 discussions: Fiscella pointed out that most of the discussions led by the 2010 task force dealt with programmatic rather than specifically faculty-related issues. The EC agreed with Fiscella that a discussion by the TV2010 Task Force with library faculty on faculty issues would be useful. Fiscella will convey this to TV2010 co-chairs Scherrer and Hepburn.

C. Memos on faculty awards from Provost Tanner: The Provost circulated documents on the UIC Award for Excellence in Teaching Nominations, the UIC Distinguished Professorship Nominations, and the University Scholar Awards, which have deadlines of February 11 for nominations. While both associate and full professors are eligible for consideration for the University Scholar Program, the stated criterion that Distinguished Professors meet “the highest level of attainment in the field” presupposes full professors. Case sought the committee’s input as to whether the library should put forward the names of any of its faculty. It was suggested that TSDC look for appropriate librarians to nominate for the teaching award next year since there is insufficient time before the February deadline to select a librarian and provide the required documentation.

**IV. Other:** Case will ask Jessica Canlas to schedule the next faculty meeting in March or April and to reschedule the March EC meeting since she will not be available on March 2.

Respectfully submitted by

John M. Cullars  
Faculty Secretary  
January 25, 2005;  
Approved February 2, 2005