

Executive Committee Meeting Minutes

April 4, 2005
9:00 AM—11:00 AM
Daley Library 1-294

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

I. Finalize agenda

Fiscella had a revision of language for a P & T document to report under IV.B. EC Issues from the March 30, 2005 faculty meeting.

II. Approval of Minutes of March 7, 2005 Meeting

The Minutes were approved as submitted.

III. Old Business

A. Annual Review of the University Librarian: Cullars summarized the process for the annual review of the UL, which the EC conducts for the Provost. Five-year reviews of deans have a broader scope with the EC working with the Senate Library Subcommittee to solicit input from library faculty and staff as well as selected campus groups. For the annual reviews, EC generally seeks input from faculty and academic professionals, from which it prepares a written report for the Provost. The Provost then meets with EC and then discusses the report with the UL. Cullars circulated a questionnaire to faculty and academic professionals on March 31 with responses due by Thursday, April 21. He will send out a reminder a week prior to that date. The Provost will meet with EC in Case's absence for the first hour of the June 8 EC meeting to discuss the review.

B. Criteria for clinical vs. tenure-track appointments: The working group of Georgas, Weller, Wiberley, and Zhao had circulated a draft of track guidelines for the committee's consideration. He and his colleagues looked at documents from UIC and other institutions as a background to their deliberations. He pointed out that teaching is typically identified as what faculty members do. The Library, however, states that librarianship replaces the teaching criterion in our norms for faculty. On the one hand, some Library units, such as Reference and Information Services, do a great deal of teaching; on the other, some non-library faculty, particularly some of those on the West campus, do very little teaching. Cullars pointed out that the difficulty in differentiating criteria for tenure-track and clinical positions is in identifying activities or characteristics that are unique to one or the other group. Case suggested that, rather than exclusivity, having the major portion of given types of work being done by one group or the other could be the

criterion. The working group will present a revised statement at the May EC meeting.

C: Scholarly Communications: Case reported that she has appointed a nine-member Scholarly Communications Task Force, chaired by Deb Blecic, whose goals, among others, include the following: to develop a strategy to engage campus faculty in a sustained discussion of scholarly communications issues; to monitor developments in the implementation of NIH's policy of recommending that its grantees deposit their work in PubMed Central within a year; to create and maintain a website of scholarly communication resources for faculty use; to educate/update Library faculty on issues in scholarly communication; and to create materials for use by Library faculty in discussions with other campus faculty. The Task Force will report to the EC, and its effectiveness will be evaluated after a two-year period.

D. Mentoring follow-up: A number of issues concerning the draft guidelines circulated to the Library faculty were raised at the March 30 faculty meeting. It was felt that as presented the responsibilities were too heavily weighted toward the mentors with too little explicit mentee responsibilities stated. Dorsch suggested that this problem might be alleviated by dealing with the responsibilities of both mentors and mentees in the same rather than separate sections, showing the reciprocal expectations. Logan requested that such activities as serving on the UIC Faculty Senate or Senate Committees be addressed. Another neglected topic was confidentiality. Since there was some uncertainty in EC as to the appropriate kind and degree of confidentiality applying to mentor-mentee interactions, Wiberley suggested the language that "mentoring relationships can lead to one party raising issues whose confidentiality should be honored." The library faculty voted to accept the guidelines in principle; EC recommended that Cullars and the Mentoring Task Force make the suggested revisions and bring the document back for EC's review at the May 4 EC meeting. It will not be necessary to take the draft back to the full faculty for approval. Case reported that she plans to have Kathryn Deiss of the Metropolitan Library System offer two mentoring workshops in the near future.

IV. New Business

A. Faculty research leave consistency across departments; Case is concerned with the lack of systematic guidelines and practice concerning the granting of research leave to library faculty from department to department. There appear to be no guidelines in the Daley Library, though Weller pointed out that the document, "Creating a Climate for Achievement" (December 1992) at LHS addresses the use of research leave, among other things. Copies of this were made and distributed to EC. While EC recognizes and affirms that library faculty will need to devote a considerable portion of their own times to research and publication, it also affirms that it is only right and proper that some research time either on the job or research leave during normal work hours be given. Case suggested that a set number of hours or days per month be set aside, in

consultation with department heads for research needs. Longer periods to finish a project or paper will be negotiated with the department head and University Librarian. Tenure roll backs may be negotiated and sabbatical leaves may be endorsed under the appropriate circumstances.

B. EC issues from the March 30, 2005 faculty meeting: Cullars examined his notes and brought the following issues for EC action to the Committee's attention: Fiscella and P & T chair Pifalo will bring revised language of a section of the P & T draft on periodic reviews of clinical faculty to EC, and Cullars and the Mentoring Task Force will bring a revision of the mentoring guidelines to EC at the May 4 meeting. Since both documents were passed in principle, it will not be necessary to take them to the full faculty for further approval after EC approves them.

C. New Task Forces: in addition to the newly appointed Scholarly Communications and Residency Task Forces, Case will appoint an Exhibits Task Force to look mainly at exhibits curated within library space, not necessarily in Special Collections, by non-library personnel. As well as practical matters of mounting such exhibits, issues of academic or intellectual freedom will be considered. How should the Library respond to requests to host displays from outsiders? How should we deal with controversial subject matter?

V. University Librarian's Report: Case circulated copies of the draft UIC Library Organizational Chart, which will be further discussed at the All Staff Meeting of April 11. It showed a return to the role of assistant university librarians, to whom various units report, and the formation of three administrative councils on access, collections and technical services, and public services, reporting to the Steering Committee, chaired by Lambrecht and Jacobson.

Case adjourned the meeting at 11:03 AM.

Respectfully submitted by

John M. Cullars
Faculty Secretary
April 20, 2005;
Approved May 4, 2005