

Joint Executive Committee Meeting
Minutes
August 10, 2004
9:00 AM—11:30 AM
Daley Library B-466

Present; Mary Case (chair), John Cullars (secretary), Jo Dorsch, Joan Fiscella, Julie Hurd, Ann Weller, Steve Wiberley, Lisa Zhao.

The Committee welcomed new members Wiberley and Zhao and commended the contributions of Dorsch and Hurd, who will be leaving EC at the end of this meeting.

I. Review and finalize agenda: the continuing and new members will reconvene to set dates for the next faculty meeting and to assign members of the librarianship review committees needed for this year's P & T reviews.

II. Approval of Minutes of July 13, 2004 Meeting

The Minutes were approved as submitted aside from one clarification in III.D.: The chair of the Senate Committee on Academic Services appoints the members of the Senate Library Subcommittee, which is a subcommittee of that body.

III. Old Business: None.

IV. New Business

A. Faculty issues from 2002-04 EC meeting Minutes;

Cullars drew the following items (in no prioritized order) from the past two years of EC meeting minutes.

1. Questions were raised about who is eligible for emeritus/a status and what the process is. The EC should investigate and clarify this for the faculty.
2. Being invited to present one's research at a colloquium can be very helpful in campus P & T discussions. A proposal was made that the

Library start its own faculty colloquia series. The EC will discuss this possibility with Lectures and Forums.

3. The Committee discussed how university senators are apportioned based on the number of faculty. The Library currently has 4 of the total 200 senators. This could change based on the overall number of faculty on campus. The EC believes that the Senate Office determines the number of senators at the time of elections each year. The EC will confirm this.

4. Faculty salaries continue to be an issue. The library administration will continue to seek to improve faculty salaries to bring them more in line with ARL and campus standards. The EC will discuss possible strategies for improvement.

5. The library is looking at its strategic planning goals and priorities for 2010, reflecting such planning on the campus level initiated by Provost Tanner. The library is not represented on the Provost's UIC 2010 task force, although Interim UL Nancy John did have an opportunity to make a presentation to the 2010 planning task force. The EC should follow the progress of the university process and seek to provide input, as appropriate.

6. Provost Tanner has justified sheltering the library's materials budget from campus-wide cuts in terms of the library as a "shared commons" for UIC for two consecutive years. There has been widespread acceptance of this concept on campus, even though it has meant that other units must absorb larger cuts to shelter the library. Given this support, it is important to maintain and even increase the visibility and status of the Library on campus. The EC will discuss ways of doing this.

7. EC will continue individual meetings with the chair of each faculty committee. Lectures & Forums and Nominations & Elections will be among the first.

8. The role of EC liaisons to faculty committees was clarified to be one of facilitation and communication. The EC will assign liaisons to the various faculty committees at its next meeting.

9. The committee discussed the role of librarianship review committees and the importance of input from the candidates' department heads and the evaluation of teaching where applicable in the P & T review process.

10. Weller and Bill Jones recently gave a seminar to Residents on issues of faculty status and faculty governance and will be asked to address a broader audience under the auspices of Lectures &

Forums. Faculty with up to 5 years service will be invited with the understanding that those with longer service will also be welcome to attend. Residents, new Site Librarians, and graduates of the Fridays Only Program will be particularly encouraged to attend.

11. Faculty Meeting Votes: Due to some confusion on the actual number of votes (not the outcome) of a previous faculty vote, it was decided and reconfirmed that in the future, the designated tellers will write down the outcome of the votes, sign the report, and give it to the secretary.

12. The EC emphasized the importance to faculty of financial and professional leave support for professional travel and research. The new UL affirmed her commitment to such support and noted that for FY05, FDAC procedures developed in FY04 will be continued with funding at the same levels as FY04.

13. The committee discussed issues of representation on elected faculty committees based on one's status as tenure-track or clinical faculty and length of service. It was suggested that all committees should have at least one tenured member, but this provision would require changing the Bylaws. It was also mentioned that it is sometimes difficult to get volunteers to serve on faculty committees or serve as faculty secretary. The EC should further explore these issues.

B. Set dates for EC and faculty meetings: We will schedule the next faculty meeting for the afternoon of Wednesday, September 15, if space is available. Assistant to the UL Jessica Canlas will be asked to book a room. We will have the next EC meeting from 9:00 to 10:30 AM in Case's office on September 8. Subsequent EC meetings, as far as Case's schedule allows, will be at 9:00 AM on the first Wednesday of each month, and Canlas will enter these meetings on the online calendars of EC members.

C. Assignment of Librarianship Review Committees: the newly constituted committee met separately to put together the librarianship review committees for those library faculty members having reviews this year. We worked from the faculty roster and the list of liaisons assigned by P & T to assist candidates, who may not serve on librarianship review committees for faculty to whom they serve as liaisons. Faculty being reviewed may not serve on review committees within their own cohort, but may serve on review

committees for librarians in other cohorts. If the candidate has teaching as a major part of his or her librarianship, one of the 3-person review committee must be qualified to conduct the peer review of the candidate's teaching. The candidate's department head shall serve on the committee but may not chair it. If the candidate has requested that the department head not serve on the review committee, the department head will be interviewed.

D. Calendar from Steering Committee: Case distributed a calendar of events that she or other members of the library faculty or staff had to adhere to according to campus guidelines. Specific dates will be added as they become known. She asked for EC's input in terms of additions. Sabbatical deadlines, P & T deadlines, senate elections, and reviews of support staff were mentioned as needed additions. Such information should be sent to Canlas.

IV. University Librarian's Report:

Case reported that the budget is better than initially reported. The Provost is giving us an additional \$535,000 for the collections budget for a total of \$7.885 million for collections. The Provost plans to give us some additional ICR funds this year, although we do not yet know the exact amount. Library faculty salaries will be in the range of 5.37%, which includes a mandated 2.5% plus merit increases plus in most cases \$1000 for equity. Academic Professional salary increases are in the range of 4.7% and those of open-range staff 3.13%. Unionized staff will receive the negotiated increases. FDAC allotments will remain the same as last year, \$1750 for tenure-track faculty, \$1250 for clinical faculty, \$1000 for academic professionals, and \$750 for resident librarians. There will be a small increase of up to 10% for student hours for units that used all their allotted student hours last year. Dorsch said that some units had been encouraged to keep their hours down and hoped they would not be penalized for good stewardship. Case is setting up an Emergency Preparedness Task Force, chaired by Linda Naru, to make plans for fire, flooding, evacuations, loss of power, security issues, and other emergency issues.

VI. Other: We were reminded of the confidential nature of EC discussions and that only authorized information should be disseminated outside the Committee.

Respectfully submitted by

John M. Cullars
Faculty Secretary