

Executive Committee
Wed., Oct 12, 2005
9:00
Daley Library, University Librarian's Office
Minutes

Present: Armstrong, Case (chair), Fiscella (secretary), Malinowsky, Weller, Wiberley, Zhao; Cullars (guest); Georgas (guest); Hepburn (guest)

1. The minutes for September 14 2005 were approved as amended.

2. Old Business

- By-Laws revision: Bill Jones and Doug Bicknese agreed to prepare the revisions and report to EC by December 1.
- The schedule for EC meetings and dates of conversations with committee chairs has been revised, as noted below.
- Two faculty documents, Criteria and Procedures for Appointment, Promotion, Tenure, and Non-Retention and Procedures for Clinical Faculty, revised in March 2005, have been posted on the Library website (<http://www.uic.edu/depts/lib/about/facexec/faccommorg.shtml>).
- The proposal to identify the Library's main research strengths as part of its strategic planning will go to the faculty for discussion.
- The Track Principles draft will go to the faculty for discussion.

3. New Business

- Meeting with Peter Hepburn, chair of Lectures and Forums

L&F is proposing two symposia a year around a theme. The proposed theme for 2005-2006 is University Libraries and the Diffusion of Scholarship: Challenge and Innovation. The Committee plans to invite faculty from selected UIC colleges to talk about how their disciplines' creation of knowledge and access to it has changed over the last ten years. L&F envisions that the symposium would also result in a website to incorporate links, slides, and bibliographies. The proposed symposia would not exclude research symposia given by librarians from other academic libraries and who have faculty status. EC was in support of the proposal. Because of the potential time and funding demands, however, EC asked L&F to address the relation between two symposia series (one for library-based research and one drawing on campus faculty in other units), as well as being able to take advantage of other opportunities for lectures that might arise during the year. Possibilities for forums include presentation by Nancy John about her recent research, a visit with an OVCR administrator, a session about privacy and security, and credit-awarding Human Subjects training (Weller and John).

EC also asked L&F to suggest general areas or guest speakers for the annual Nakata lecture, considering topics that would be of interest primarily to librarians or would be of interest to a broader audience. The Committee would like suggestions by Nov. 11.

- Proposal from Teaching Support and Documentation Committee (Helen Georgas, guest)
TSDC is proposing that the Library develop a framework for its curriculum library-wide. The framework would arise out of the work of teaching departments; TSDC would coordinate its development. EC strongly supports the proposal. It also suggested a stronger formulation for some parts of the proposal. TSDC will meet with the heads of departments that provide instruction to students before bringing the proposal to the full faculty.
- Mentoring Implementation & Evaluation Task Force Report (John Cullars, guest)
EC thanked the Task Force for its report, which will be given to the faculty for discussion. Cullars will revise the report to clarify who may serve as mentors (Tenured faculty may mentor either tenure track librarians or those with clinical appointments; Senior clinical faculty [Associate and Full professors or Assistant professors who have undergone two periodic reviews; i.e., having served 8 years] may mentor clinical faculty). Cullars will also revise potential questions for registration. As it is proposed, EC will oversee the implementation and may draw on TF members for their help as well. Because the

literature shows little helpful research about how to evaluate mentoring programs, the TF and EC agreed that program evaluation should be built in from the beginning. The TF will ask for interested faculty to carry out the evaluation.

- P&T process for 3Y candidates: Weller noted that suggestions have been made to use the campus promotion and tenure forms as the format for 3Y and 5Y review papers in order to reduce the candidates' and liaisons' work and promote consistency across the process. Because of changes in the timing of workshops and committee assignments, EC is recommending that candidates for the 3Y review begin drafting their librarianship accomplishments statements earlier in the process than is currently done, for example, during 2Y. Weller will ask Pifalo to add this item to the P&T agenda.

Case proposed meeting with 3Y candidates later this year to learn from them what would have helped them go through the process more easily, what would have made more sense to them, and what they would recommend for structuring the workshops.

- Early Preparation for faculty meeting, Nov 14: there appear to be reports for discussion, although no action items. Fiscella will begin compiling agenda items.

4, Pending issues:

- Strategic Planning
- Track Principles Draft.
- Revise "Creating a Climate for Achievement"
- Review of other faculty documents (summer '06?)
<http://www.uic.edu/depts/lib/about/facexec/faccommorg.shtml>
- Review Faculty document on evaluation of librarianship. (Discussion after hearing from Victoria Pifalo, Chair of P&T)

EC Meeting dates scheduled (revised):

- Oct 12 (Lectures & Forums – Hepburn, chair)
- Nov11 (Nominations & Elections – Cullars, chair and Lewis)
- Dec 15 (Appointment – Austin, chair)
- Jan 11, 2006 (Teaching Support & Documentation – Georgas, chair)
- Feb 8 (Faculty Development Allocations – Stefancu, chair)
- Mar 8
- April 12 (Promotion & Tenure – Pifalo, chair)
- May 10; June 14; July 12; Aug 9 (joint meeting?)

Faculty Meeting: November 14, 11:30-1:00 (713 SCE)

The meeting adjourned at 11:30 a.m.

Submitted by
Joan B. Fiscella
Secretary