

Executive Committee
Wed., September 14, 2005
9:00
Daley Library, B466
Minutes

Present: Armstrong, Case (chair) Fiscella (secretary), Malinowsky, Weller, Wiberley. Absent with notice: Zhao

The agenda was approved.

The minutes for August 31, 2005, were approved as amended.

1. By-laws Revisions: <http://www.uic.edu/depts/lib/about/facexec/faccommorg.shtml>

The Committee recommended two faculty members to review the By-laws. Case will ask the individuals to serve and report to the Executive Committee by December 1. The Committee noted areas for possible revision:

Article II.2. There are occasions when library personnel other than faculty are appropriate for faculty committees.

Article III.4.h: Regarding the availability of the Faculty roster: change may be needed for either exclusion of the tenure symbol or for the distribution of the roster.

Article IV.1. Should the date be changed to earlier in the summer for elected committee members to take office?

Article VI.1. Add Lectures & Forums and Teaching Documentation & Support Committees to the list of committees.

2. Faculty Committees

The Executive Committee will continue the practice of meeting with chairs of faculty committees during the year. The tentative schedule is FDAC, October; Nominations & Elections, November; Appointment, December; Teaching Support & Documentation, January; Lectures & Forums, February; Promotion & Tenure, April. Fiscella will contact the Committee chairs to make sure the dates are acceptable.

3. "Creating a Climate for Achievement."

The possibility of revising the document came up in connection with a discussion of establishing equitability across units for research leave. The Executive Committee will keep these issues on the pending list, given the time line for strategic planning and other ongoing committees and task forces.

4. Sabbatical applications:

Case will send out a note with a deadline of October 10 for applications, and she will ask for possible applicants to let her know their intentions by September 21. Executive Committee will review any submissions at its October 12 meeting.

5. Reviewing faculty documents

Documents are found at <http://www.uic.edu/depts/lib/about/facexec/faccommorg.shtml>

- Fiscella will update and upload to the Web two documents to conform to changes that the faculty approved at its March 2005 meeting: Criteria and Procedures for Appointment, Tenure, Non-Retention and the Procedures for Clinical Faculty.
- An orientation task force, chaired by Annie Marie Ford, is currently at work.
- The documents concerning principles and procedures for the librarianship review committees is underway and will be addressed after Pifalo, Chair of P&T, gives Executive Committee her review.
- Wiberley will incorporate into the Track Principles Draft a faculty member's response to it. Fiscella will ask Pifalo to put discussion of the document on the agenda for P&T.
- Executive Committee will work out a process to review other faculty documents during the summer of 2006.

6. Proposal for statement of library-wide research strengths.

The revised proposal sets the statement in the context of the library's strategic planning. EC comments noted that such a statement is a way to strengthen the Library's name and to aid in faculty recruitment, by showing faculty contributions to research in the profession. In order to identify research areas of strengths, faculty will need to contribute their own one- or two-sentence statements of their research. EC will revisit this at the October meeting in preparation for discussion of it at a faculty meeting.

7. Case will distribute the report on the residency program to the faculty for discussion at the next faculty meeting.

8. Meeting dates scheduled, 9:00 a.m. All meetings to be held in the University Librarian's Office:

Oct 12

Nov 9 (conflict; date to be changed)

Dec 14 (conflict; date to be changed)

Jan 11, 2006; Feb 8, Mar 8, April 12, May 10, June 14, July 12, Aug 9 (joint meeting?)

Pending issues:

Cross-unit equitable research leaves

Faculty-wide research strengths (proposal):

Revise "Creating a Climate for Achievement"

Review other faculty documents for possible revisions.

Track Principles Draft

The meeting adjourned at 10:30.