

Executive Committee
Wednesday, April 12, 2006
9:00-10:30
Daley Library, 1-360
Minutes

Present: Case, chair; Armstrong, Fiscella (secretary), Wiberley, Zhao
Guest: Victoria Pifalo, chair of Promotion and Tenure Committee (by phone).
Absent with notice: Malinowsky, Weller

1. The Minutes for March 8, 2006 were approved.

2. Old Business

- The *Nakata lecture* is set up for April 28, 2:00. Case will put a message in ULIB. She is working with someone from LAS to talk about possible meetings between Unsworth and faculty or graduate students. Librarians are asked to talk with their faculty contacts in other units about the program. Library Administration will send a note to Academy as a reminder closer to the date.

- *Strategic Plan*

Faculty Goal 5 has been revised (and distributed at EC meeting); Case will incorporate it into the library's strategic plan. Although not yet widely announced, President White has extended the deadline for campus drafts until June. The Library has submitted its draft and the initial response was favorable.

Case met with the Senate's Academic Services Committee to talk about the Library's strategic plan. Members from Math, Medicine, ACCC and a student were able to attend. Committee members affirmed the Library's perception that faculty and students are not aware of the Library's resources. The Library is much richer than the community believes. One suggested that librarians would be welcomed at department meetings. One person asked about orientations for new students. Armstrong will check with the Reference Department about recent activities. Other approaches besides the webpages are necessary.

One person asked about the relative importance of quantity of computers in the Library vs their quality. There were approving comments about collaborating with other libraries, the Library's instructional activities, and increased number of electronic resources. Collections are a priority. Students in medicine are citing fewer books, raising the question whether there is a need for more electronic books.

There were questions about wireless capabilities and suggestions to improve the Library's website. Armstrong will check with Logan regarding information about wireless services. One person noted the lack of coherence between the Library's resources and its goals.

One other person was not able to attend, but wrote to Case that he was supportive of the plan, although he questioned the feasibility of a student fee.

None of the respondents identified anything major that had been omitted.

Zhao attended a CIC meeting in Ohio. She will share comments with the Web oversight committee about ensuring that library priorities are on the forefront of library webpages

- *Follow up regarding Senate Library subcommittee.*

There is a faculty member interested in being on the subcommittee. Over the summer and fall, EC will work on language for a free standing library and scholarly communication committee and a free standing academic computing committee.

3. New Business

- *EC talked with Pifalo* regarding the work of Promotion and Tenure Committee.

Pifalo had forwarded “Clinical Faculty Criteria and Procedures for Appointment, Retention, Promotion, and Non-Retention,” draft approved by P&T, March 22, 2006. It is designed to replace two documents concerned with criteria and procedures.

Case will set up a meeting with the clinical faculty to discuss the document. If necessary, P&T will discuss it again, and then it will go to the faculty for general discussion.

The P&T Committee has supported a change for the format of paper preparation of regular faculty reviews in order to follow campus forms more closely. The next set of meetings with faculty candidates who will be going through review will incorporate the new approach. A general announcement will be made. Web pages (including TSDC) will need to be changed.

A Task Force is reviewing and revising the librarianship review process; their report is due May 1. Daugherty chairs; Lewis and Schuitema are members; Pifalo is *ex officio* as Chair of the Promotion and Tenure Committee.

The pending mentoring process will have some impacts on P&T processes, such as appointment of liaisons.

Academic year 05-06 has included an intense schedule of P&T meetings, with a smaller Committee than in recent years. The next few months are a quieter part of the year for P&T.

- *Follow up of Faculty meeting*

Case will set up meetings with Academic Professionals, with Clinical appointment faculty, and with Tenure-track and Tenured faculty.

Fiscella will post revised by-laws on the faculty document section of the website.

Case will speak with the Library’s HR department about a potential role in arranging more routine professional development activities (such as teleconferences).

Agenda for May meeting: Next steps for implementing the mentoring program (Cullars to be invited), report from the task force reviewing the librarianship review process, and the new draft document on clinical criteria and procedures. This meeting will start at 8:30.

Pending/Ongoing issues:

- How librarians become members of the Graduate College. Currently, much of campus interdisciplinary initiatives are arising out of the Graduate College.
- Annual review of University Librarian (ongoing)
- Research funds allocation as part of FDAC funds?
- Senate Library Committee (Weller)
- Revision of Librarianship review documents (Task Force is working)
- 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>

EC Meeting dates scheduled:

- May 10; June 14; July 12; Aug 9 (joint meeting?)