

**Executive Committee**  
**Wednesday, January 11, 2006**  
**9:00**  
**Daley Library, University Librarian's Office**  
**Minutes**

Present: Case (Chair), Armstrong, Fiscella (Secretary), Wiberley, Zhao. Malinowsky, Weller, absent with notice. Guest: Georgas, Chair of Teaching Support & Documentation Committee.

1. The minutes for the meeting of December 15, 2005 were approved as read.

2. Old Business

- Lectures & Forums Committee suggestions for Nakata lecture, spring 2006  
Fiscella reported that Hepburn (Chair), Cullars and Shuler will attend the March Executive Committee meeting to follow up on the discussion of the role of Lectures & Forums Committee. For this year, EC will work with Library Administration to set up the Nakata lecture for April. Case will contact a possible speaker and will consider whether other academic units would be interested in jointly supporting the lecture.

- Revised By-Laws report:

Bicknese will submit a final report to Exec, to be reviewed and voted on by the faculty. Bicknese and Jones did not recommend an abbreviated faculty roster as a public document. The issue will be discussed at the faculty meeting. EC may wish to make its own recommendation.

- Evaluation of Librarianship document

EC reviewed the revised charge for a faculty committee to revise the document, Evaluation of Librarianship. Case will contact the proposed chair and committee members to serve as members of the committee.

3. New Business

- Helen Georgas, chair of Teaching Support & Documentation Committee (9:10)  
TSDC is meeting with Library Department heads on Jan. 11 to talk about the curriculum framework proposal, ask for suggestions for improvement and request support. After TSDC revises the proposal it will go to the full faculty for discussion.

The second ongoing project is the development of the database to track library instruction and provide reports needed for individual records and for administrative statistics. The database is available, but training and regular use will be necessary if it is to be generally utilized.

The discussion included more general issues: the importance of consistent data across the library through a common database, alternative software programs for current and potential projects, prioritizing developmental projects. TSDC will beta test the database with librarians who haven't yet used it to determine how quickly it can be learned. It may be possible to program standard reports or run them centrally. Discussion with Lambrecht and Systems will help determine directions.

Case approved the workshop for teaching librarians.

TSDC was asked to consider how librarians in technical departments might participate in instruction.

- Follow up to faculty meeting.

Case will send out a note inviting groups of librarians on tenure-track, with clinical appointments, and academic professional appointments to meet with her to talk about expectations of the positions. Anyone who wishes, instead, to have an individual meeting with her may do so.

- Faculty perspective on library's strategic plan, goals (See <http://www.uic.edu/depts/lib/staff/strategic> for related documents)

Goals concerning instruction and recruitment and retention of high quality faculty fit into the library's overall goals. P&T will develop a statement about the value of research to be incorporated into a faculty goal. A statement about librarians applying for grants (and someone to help in writing them) needs to be added, as well.

Submitted by:

Joan B. Fiscella