

Executive Committee
Friday, January 18, 2008
Daley, 1-360

Minutes

Present: Case (chair), Cullars (secretary), De Groot, O' Brien, Weller, Wiberley, Zhao.
Guest: Jo Dorsch (by phone for Nominations & Elections)

1. The agenda was approved as amended and minutes of December 12, 2007 were approved as submitted.
2. EC Discussion with Chair of Nominations & Elections (N & E): Dorsch discussed terms limits for committee chairs to allow for continuity when the former chair is the only continuing member, as recently happened with Nominations & Elections, though that was an atypical situation due to someone's serving out a retiring member's term. Another concern was the presence of at least one tenured member on such committees as EC (in addition to the secretary, who must be tenured) and Teaching Support and Documentation, where all the current members are untenured. Another concern is for N & E to obtain an accurate faculty mailing list that is up-to-date. It was recommended that Dorsch consult with HR, Lisa O'Leary, and P & T to put together such a list. Dorsch reported that the committee had had two meetings, an introductory one convened by out-going former chair Cullars mainly to elect the new chair, Dorsch, and then a planning meeting. It will soon be time for senate and library faculty committee elections. Cullars, as one of the library's five current senators, along with Weller, Bleic, Scherrer, and Westney, will inform Dorsch if the number of the library senators, based on the size of the faculty, has changed and will oversee the senate election, since senate regulations require the participation of a senator in this process. Electronic voting through Blackboard continues to work well. The members of N & E will need to have Canlas temporarily convert them from instructor to student status to allow them to vote and to record the vote since their votes will be lost when they are converted back to instructor status. Next month EC will talk to Deb Bleic about the Faculty Development Allocations Committee.
3. Old Business
 - Budget update: Case discussed projections for what the library would receive from a student Library/IT assessment in FY09. She and Ahmed Kassem will meet with the Student Tuition/Fees Advisory Committee, to discuss the assessment proposal. UIUC has already gotten Board of Trustees approval for such a fee.
 - Research workshops/P & T workshops: Weller listed the workshops for beginning faculty that will be given over the next few months on finding topics for research; time to do research and writing; and IRB. The committee also discussed the possibility of providing access to an online class by Jonathan Eldredge on research methodology that would cost \$35 per attendee.
 - Bylaws Revision TF recommendations: EC supports the TF recommended

change to the Bylaws to allow remote attendance at faculty meetings and remote voting. It was noted that the UIC Senate allows for this. EC recommends that the proposal that chairs not serve more than three year would be good policy for all committees, except for EC. The TF will also be asked to look for the most appropriate location for this statement in the Bylaws. The EC also recommends having a tenured faculty member on TSDC since teaching is an important part of the campus P & T forms. It is confusing for the chair of N & E to have to look at every charge for every committee to determine each committee's specific make-up when seeking volunteers to run for those committees, so that some centralized language would be helpful. Case will request that the TF address these questions in time for EC consideration at its February meeting.

- Library position ads revision TF: EC discussed the boilerplate language that Cullars had previously submitted from the TF looking at framing such language. Linda Naru had revised this at Case's request. Cullars will incorporate EC's suggestions and send the paragraph to both the TF and to EC for final consideration. He will then bring the revised paragraph back to EC in February for its further consideration.

New Business

- Faculty Awards: Case asked for two EC volunteers to examine campus documents on different awards for excellence in research and in teaching to see if specific librarians might meet the criteria and if the necessary paperwork could be done by the February 22 deadline for applications. Cullars and Weller volunteered and will report back at the next EC.
- Set date for next faculty meeting: Canlas will be asked to locate an appropriate date for the spring faculty meeting, most likely in March. Proposed Bylaws revisions must be publicized at least two work-weeks in advance of the meeting.

Case adjourned the meeting at 10:45 AM.

Submitted by John Cullars, February 4, 2008; approved February 15 (by e-mail)