

Executive Committee
Wednesday, July 9, 2008
Daley, UL's office

Minutes

Present: Case (chair), Cullars (secretary), De Groote, O' Brien

Excused: Weller, Wiberley, Zhao

Guest: Valerie Harris

1. The agenda was approved as submitted.
 2. Lacking a quorum to vote, the Minutes of May 14, 2008 were discussed and will be approved by e-mail. [The scheduled June 11 meeting was cancelled.]
 3. Lectures and Forums (L & F) discussion: Chair Harris represented L & F at the discussion. She submitted a document listing continuing members Sarah Blaszcak, Kavita Mundle, herself, newly elected members Becky Lowery and Steve Wiberley, and outgoing members Peter Hepburn and Cleo Pappas. In August 2007, L & F invited David Carr, SILS, University of North Carolina-Chapel Hill, to address the library faculty on the value and joys of reading. In October 2007, it assisted John Shuler with arrangements for the Nakata Lecture with John Bertot, Florida State, replacing Charles McClure, who was ill. In March 2008, L& F invited Jennifer Knievel, University of Colorado-Boulder, for the spring research symposium. The committee sponsored brownbags devoted to CIC, both ALA meetings, and MLA. L & F sought guidance as to its role in planning for the Nakata Lecture since in past years its involvement has varied from minimal to very substantial in terms of both planning and logistics. EC advised that L & F should feel free to suggest speakers, but that EC, in conjunction with the Documents Librarian, would be responsible for planning the content of the day, while the Administrative Office staff would book rooms and handle details of scheduling, etc. EC also discussed the focus of the Nakata Lecture and suggested that it should not only encompass government documents but also broader information policy issues. The EC suggested that the Scholarly Communications Committee could be invited by L & F to provide input on speakers and topics for the spring research symposium.
3. Old Business
- Budget update: the library has received preliminary figures from the campus and is analyzing them. The campus is supporting 1.5% raises, which Case proposes to allocate across the board. EC concurred with that recommendation. If the budget situation improves and the campus supports a 2.5% salary increase, Case will move to merit increases. The use of half a percent drawn from internal reallocation is proposed for equity increases.
 - FDAC allocations: After discussion in this meeting and later online to engage the rest of the committee, it was decided that FDAC allocations will be the following: \$1500 for tenure-track and tenured faculty; \$1000 for clinical faculty; \$750 for academic professionals, and \$500 for visiting appointments.
 - Research workshop evaluations: EC acknowledged the excellent work of Weller and all the presenters of the research seminars. Weller will be asked to lead a discussion concerning them and any possible improvements at the next faculty meeting.
 - Review of library IRB procedures for non-exempt cases: this will be discussed more fully at the next EC meeting when more members are present. Cullars will work with Jessica Canlas to ensure consistency in the way that cases are handled and on the need for keeping copies on file of internal reviews not mandated by the campus whose results do not leave the library. It was suggested that these non-mandated reviews could be made optional for exempt and expedited cases and be provided only upon the candidate's request. On the other hand, some degree of oversight before the UL signs off on the proposals is often valuable, though major substantive or procedural errors are rarely found.
4. New Business
- Date for summer faculty meeting: Cullars will work with Jackie Buckner to set up the next faculty meeting in August.
 - Collaborative research document: EC discussed the document presented by De Groote, Weller, chair, and Wiberley on collaboration between library faculty and faculty in the degree-granting units. It was noted that LHS librarians have more of a history of such collaborative research and publication than librarians at Daley, but that these

collaborations are most often grant-oriented. It is important to find projects in which librarians play substantive roles and are not exclusively providing literature reviews or offering service rather than research participation. This will be discussed at the next faculty meeting as well. Another topic for discussion there is the recent CIC conference on E-Science. Participants in that event have been asked to share their experiences with faculty. EC considered methods to encourage discussion, such as suggested readings, brain-storming sessions, how such endeavors fit into our strategic plan.

The August 13 EC meeting will be the joint meeting of current members and new members, Deb Blecic and Carol Scherrer.

Submitted by John Cullars, July 30, 2008: approved August 13, 2008