Rutgers University Libraries
Faculty Planning Committee Meeting
Wednesday, July 26, 2017
9:30am-12:00pm
University Librarian’s Conference Room

Attendees: Stephanie Bartz (guest for De Fino), Natalie Borisovets, Tom Glynn (guest), Pam Hargwood (Faculty Secretary), Karen Hartman (Faculty Chair), Christie Lutz (guest for Radick), Kevin Mulcahy (Faculty Vice Chair/Chair Elect), Elizabeth Sosnowska (remote), Zara Wilkinson (remote)

1. Adoption of the agenda
   The agenda was adopted as presented.

2. Report of the Faculty Chair/Faculty Members of the UL Cabinet (Hartman and Mulcahy)
   Cabinet has met three times (6/20/17, 7/11/17, and 7/18/17) since the last PlanCo meeting 6/16/17.
   - **Cabinet 6/20/17**
     Cabinet finished working through the Local Priorities Listing-Scope worksheet. Some highlights are that RUL will continue to support SOAR by receiving faculty articles and conference proceedings, but outreach is not a priority. The scope of data activities supported are DMP, workshops, providing referrals, and data storage services in support of publications when provided in the standard format.
   - **Cabinet 7/11/17**
     Cabinet looked at several draft charges. It was agreed that groups would report to Cabinet through a Cabinet member.

   Prioritization of cataloging projects-These projects arise three to four times per year and are out of the normal acquisition process e.g. major gifts, government document projects etc. Charge will articulate a rubric to adjudicate local priorities. Agnew and Askew will revise the charge and bring it back to the August 8th meeting.

   Information Literacy Committee- Cabinet recommended the working group would focus in AY 17-18 on first outcome “investigate and recommend information literacy modules”. The group will report to Cabinet, not the directors, and have a Cabinet liaison. Membership will be reviewed and determined by the directors, and a detailed timeline will be crafted with a revised draft going back to Cabinet August 8th.

   Continuation of Open Access Textbook initiative-Cabinet agreed for this group to transition from a task force to a working group. Membership will be updated and Boyle will be the Cabinet member communicating the group’s work to Cabinet.
Tao Yang presented his weeding plan that will address the structural deficit and the acquisition of new resources. This will be a three year process and assumes that the libraries receive consistent funding for inflation. Cabinet approved the plan.

- **Cabinet 7/18/17**

Three group charges were reviewed.

Task force for recommending a technical system architecture for Special Collections and archival resources. A December 2017 deadline for the recommendation was suggested. Agnew and Yang will get input from Special Collections staff and archivists and circulate the revised charge. Cabinet members will provide input on revision and suggested membership by August 8th.

Web Improvement Team-clarification of the charge and expanded membership by August 8th.

Collection Management Projects Group-developing a process to prioritize collection management projects. This may be a task force initially. The goal is to devise a process to coordinate efforts and work together. Feedback included incorporating evidence-based practices and clarifying local vs central roles in collections management. Feedback on charge and suggestion for membership by August 8th.

The next Cabinet retreat is August 22nd and will focus on FY19 budget requests.

3. Tenure Track/Non-Tenure Track Advisory Statement Draft (Glynn & Hartman)

This draft document revisits the RUL faculty’s commitment to tenure status, and was reviewed to look at the wording and see if anything was missing. Some revisions were suggested and Borisovets and Hartman will edit the draft document. The document will come back to PlanCo and at the October RUL Faculty meeting, there will be a vote on the final draft.

4. Planning for Transition to Faculty Groups Structure, continued (Hartman)

A tentative process was outlined in the Intentions Document dated March 10th, 2017 regarding open planning meetings and the ad hoc and issue groups that might arise from these meetings. Ad hoc groups are seen as dealing with more narrowly defined issues, where issue groups would deal with broader issues. There was discussion that these two groups (ad hoc and issue) should be referred to as just groups to avoid confusion and the committee will see what issues arise during the first open planning meetings. The date for the first open planning meeting will be Friday, September 15th, at Alexander Library in the Pane Room. Hartman will put out a call for issues to library faculty with a hope to get responses before the next Planning Committee meeting.
5. Summary of Outcomes (Hartman)

At the next meeting, the committee will revisit the TT/NTT statement with the revisions from Borisovets and Hartman.

Hartman will issue a call to library faculty for issues for the first open planning that will be held September 15th, 2017.