Attendees: Natalie Borisovets, Adriana Cuervo (guest), Melissa DeFino, Joseph Deodato, Tom Glynn (guest), Pam Hargwood (Faculty Secretary), Karen Hartman (Faculty Chair), Christie Lutz (guest), Kevin Mulcahy (Faculty Vice Chair/Chair Elect), Laura Mullen, Mary Beth Weber (guest), Zara Wilkinson (remote)

Excused: Elizabeth Sosnowska

1. Adoption of the agenda

The agenda was adopted as presented. The July minutes were approved with the only changes being that under the list of attendees, anyone who attended as a guest should be marked as such.

2. Mentoring Group Report (Weber)

Weber reported on a proposal for the Faculty Mentoring Program submitted by the Mentoring Task Force. Comments from the report were as follows:

- Out of unit mentoring was not discussed in the report. This would be a way to get familiar with colleagues. Will this be something that is required and will there be exceptions made for Special Collections and TAS?
- There should be a statement about committee turnover. Members to the committee will be appointed but for how long?
- There should be a frequency recommendation concerning how many times a mentor and mentee will meet. Other organizations use contracts to spell out meeting requirements. Is this something we want to consider?
- Does there need to be a stop to the current mentoring program?

Hartman and Mulcahy will bring the draft proposal to Maloney August 25th. PlanCo will email comments on the draft proposal to Hartman and Mulcahy. The proposal will be brought to the October Faculty meeting for a vote.

3. Tenure Track/Non-Tenure Track Statement Revised Draft (Borisovets, Glynn, & Hartman)

Borisovets presented a revised draft of the statement based on feedback from the July meeting. Discussion points that arose from reviewing the revised draft were as follows:
The third paragraph uses the word “temporary” when discussing when it might be appropriate to hire an NTT, but currently every part-time librarian at RUL is NTT so “temporary” might not be the proper term.

There are many circumstances where NTT might be needed. To list them all in this document would not be useful to strengthen the tenured faculty position argument.

Intellectual /academic freedom is not addressed in this document and should be added.

Borisovets will revise the document based on the comments discussed and Hartman will send out the revised document to PlanCo. The revised draft will be brought back to the September PlanCo meeting. The document will then be brought to the October or March 2018 RUL Faculty meeting.

4. Report of the Faculty Chair/Faculty Members of the UL Cabinet (Hartman & Mulcahy)

Cabinet has met two times (8/8/17 and 8/15/17) and there was a retreat (8/22/17) since the last PlanCo meeting on 7/26/17. Over the course of the two meetings, three charges to work groups were refined: Special Collections Reference Architecture Task Force; the Web Improvement Team; and Develop a Template for Routine Digital Projects. After discussion, two charges were tabled due to timing concerns regarding the impending Ex-Libris implementation and its potential effects on how work is distributed. These charges were Develop a Process to Prioritize Collection Management Projects and Develop a Process to Prioritize Cataloging Projects. The Library Directors will submit their top two or three project ideas for each of the latter two charges to Maloney for consideration at the Library Directors Group by August 31, 2017.

The report on the new staff resources site focus groups was reviewed. Overall, the new pages will be useful. Discussion focused on timing of software training, and more importantly issues of content review, lack of responsibility for maintenance of pages, etc. before migration. Marker, Agnew and Askew will bring back an assessment of what will be needed to move forward.

The retreat was held August 22, 2017. The draft RUL priorities 2017-2019 document was reviewed. There will be an October meeting with the CFO’s for the fiscal 19 budget ask and a pre-meeting on September 13th with Barbara Lee to go over the draft. Maloney also spoke about advanced research support. In the fall, an outside group will be put together to go over the SOAR implementation report. There was a distinction made between university policy and what the library can offer.

5. Planning for transition to faculty group structure, continued discussion (Hartman)

There will be an open faculty forum meeting September 15, 2017. Some themes that came up at the call for agenda items were:

- Advanced scholarly research and support
The committee discussed that before the meeting, it would be useful to have a summary of the current working groups and ones that might exist. RUL libraries will be getting Poll Everywhere, but it may not be available for this meeting. The intentions document has been posted on the staff resources page. It is a subheading under the Bylaws link on the library faculty page.

6. Summary of outcomes (Hartman)

The mentoring group proposal will be brought back to the October faculty meeting.

Borisovets will revise the TT/NTT statement based on the meeting discussion. Hartman will send out the revised draft to PlanCo. The document will then be brought to the October 2017 or March 2018 faculty meeting.