Rutgers University Libraries
Faculty Planning Committee Meeting
Wednesday, November 15, 2017
10:00am-11:30am
Pane Room

Attendees: Natalie Borisovets, Melissa DeFino, Pam Hargwood (Faculty Secretary), Karen Hartman (Faculty Chair), Kevin Mulcahy (Faculty Vice Chair/Chair Elect), Laura Mullen, Caryn Radick, Ela Sosnowska, Zara Wilkinson (remote)  Excused: Joseph Deodato

1. Adoption of the agenda

The agenda was adopted as presented. The October minutes were approved.

2. Report of the Faculty Chair/Faculty Members of the UL Cabinet (Hartman and Mulcahy)

Cabinet met once, 11/7/17, since the last PlanCo meeting on 10/25/17.

- Cabinet 11/7/17

It was mentioned that ORCID outreach is the responsibility of the campus directors.

There was a proposal for a group to coordinate social media efforts. It was noted that campus social media should cover local happenings as well as events at the other campuses. Ultimately, directors are responsible for this media.

Boyle gave a PowerPoint presentation on SERU. Two library questions were addressed in this survey. The University Librarian suggested it might be useful to have this library data on the President’s dashboard, in order to heighten our visibility.

Hartman and Mulcahy led a discussion regarding the level of support and process for faculty travel allocations. There was reluctance to set a standard amount for travel system wide due to the fact that if you budget as a line item there is less flexibility. Hartman and Mulcahy suggested that support for travel be recognized as a higher priority. The directors will continue to discuss this issue as a group and will provide more input.

3. Update-group reviewing library faculty guidelines/criteria documents (Mulcahy)

There is representation from 5 different library units in this group.

The group has identified Big10 schools that have faculty status for their librarians. This group will survey the current policies of these schools to inform the revision of current RU guidelines.
There was discussion that it might be useful to review the guidelines on writing personal statements and the group decided to take this on as part of its charge. The group hopes to have something written up by the spring.

4. Brief update—Information Literacy Committee (Mulcahy and Wilkinson)

The committee has not met yet and are in the process of scheduling their first meeting.

5. Faculty meeting debrief (all)

The mentoring report was accepted at the last Faculty Meeting on 10/27/17. There was discussion as to how to roll this program out and it was decided that the old program continues until 7/1/2018 and then the new program will start.

The current practice regarding membership will not be changed at the present time due to ongoing union negotiations with the RBHS librarians. It was suggested that we might want to look at the University Regulations to see why there is a concern that the current wording in our bylaws might be in violation.

There was a discussion about the library units and the university librarian's argument that the determination of units falls to her.

The tenure track statement was approved.

Hartman and Mulcahy will meet with the University Librarian in December to discuss various issues regarding communication and mentoring.

6. Guidelines for adhoc/interest groups (Hartman)

Hartman and Mulcahy asked for input on establishing guidelines for these groups. Currently, there are two groups: ICOP and a proposed Special Collections group. Information they would like groups to bring to the Planning Committee are 1) title of group, 2) membership roster—perhaps name a convener rather than a chair, 3) statement of what the group is trying to accomplish, 4) whether or not this is an ongoing group or has an end date, and 5) brief status updates.

Hartman and Mulcahy will draft guideline parameters for these groups.

February 23rd, 2018 was considered as a potential date for the next faculty forum.
7. Summary of outcomes (Hartman)
   Hartman and Mulcahy will draft guideline parameters for the adhoc and interest groups.

   Hartman and Mulcahy will schedule a meeting with the University Librarian to discuss a variety of issues.