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

1. **Adoption of the agenda**

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

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

   Currently, no one has accepted the nomination for Vice Chair of the RUL Faculty. Hartman asked the committee to reach out to tenured colleagues for nominations.

   There was discussion with the University Librarian regarding the new AVP position and adding scholarly communication details to the job description. Questions were asked about the reporting structure of the position. There was talk of reorganization after the Alma/Primo implementation.

   **March 6<sup>th</sup> Cabinet meeting:**

   Cabinet looked at the Services and Planning Framework. This is an attempt to layout when central coordination is needed.

   Ron Jantz is taking over the statistics portion of Jeanne Boyle’s job.

   It was announced that Jessica Pellien will be the temporary Cabinet liaison and coordinator of OAT while Lily Todorinova is on leave. Concerns were raised regarding this appointment with the feeling that leadership for this initiative should be a librarian.

   **March 9<sup>th</sup> RUL Faculty meeting:**

   The committee noted that peer letters was an issue raised at this meeting that warrants further discussion with and clarification from the University Librarian-consistency in the message to untenured faculty, source of the limit on number, etc. Union representatives met with library faculty after this meeting. Any union/contract issues can be brought to the faculty assembly.

   **March 20<sup>th</sup> Cabinet retreat:**

   There was a review of the 2018-19 priorities.

   With regard to Access Services, the University Librarian stated that no library should be open without a staff member present.
As Alma/Primo is implemented, some reorganization will most likely continue as a consequence of this change.

3. **Planning for Spring Faculty Assembly (All)**
   The Spring Faculty assembly will be April 24, 2018. One of the agenda items will be how do we articulate a message regarding the Rutgers University Libraries as a system and the library faculty roles within that vision.

4. **Update-group reviewing library faculty guidelines/criteria documents (Mulcahy)**
   This group has met and is in the process of working on revisions to the documents which will be brought to the April Planning Committee meeting for input.

5. **Update-Information Literacy Committee (Mulcahy and Wilkinson)**
   This group is in the process of preparing a document recommending Credo as the new information literacy tutorial to replace RIOT that will be presented to Cabinet at their next meeting.

6. **Summary of Outcomes (Hartman)**
   Hartman and Mulcahy will send an email to the University Librarian discussing the concerns over the leadership of OAT while Lily Todorinova is on leave.
   Hartman will put out a call for agenda items for the Spring Faculty Assembly.
   Hartman and Mulcahy will discuss peer review letters with the University Librarian.

7. **Announcements**
   The New Brunswick Libraries will be holding an author’s event April 11th.