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

1. Approval of Minutes from May meeting
The August minutes were approved as presented.

2. Approval of Agenda
The agenda was adopted as presented.

3. Forum follow-Up
The comments from the Faculty Forum will be posted to the Planning Committee Sakai site.
Next steps that were discussed for the Planning Committee were:
- To look at the comments from the Forum that will be posted to the Sakai site.
- Figuring out a way, perhaps Qualtrics, to identify major concerns of the faculty.
- Have a member of the Planning Committee go through and identify themes from the Forum comments.
- Presenting solutions for the concerns for a future Planning Committee meeting agenda.
- Talk with SAPAC about having speakers discuss developments in the profession and at other libraries.

4. Research support
The University Librarian seems committed to giving research leave to faculty with research agendas, but feels the current policy is too restrictive. She feels this should be done on a unit level and is hoping to propose a more flexible, responsive system. There was discussion about the possibility of inconsistencies if this is handled by directors and what the measure of accountability should be, for example maybe a progress report.
RBHS librarians will not be affected by this issue until contract negotiations regarding their faculty/staff status is settled.

This issue will be on the agenda for the RUL Faculty meeting on October 5, 2018 to begin a preliminary discussion. The Research Leave Committee has been informed about this discussion.

5. Review of AVP position

Changes have been made to the original job description for the AVP for Scholarly Communication and Collections. Some notable changes were not requiring a library degree or library experience. There was discussion of whether this is the beginning of a trend. There is concern that this position is evaluating library faculty so the candidate should have experience in libraries. There is also concern about the make up of the search committee. People with an interest in scholarly communication and collections should be involved at some level.

The Planning Committee will make the following recommendations to the University Librarian:

- The applicant pool needs to be bigger.
- Add a requirement for library experience and an advanced degree to the job description.
- Point out that if a library degree is not going to be required, this is a new direction for the libraries since currently all RUL faculty and the RBHS librarians have library degrees. The committee will not recommend requiring a library degree.

Mulcahy will draft the recommendations and send to the Planning Committee for review before sending them on to the University Librarian.

6. Updates from Cabinet and other meetings

At the last Cabinet meeting on September 11, 2018 there was discussion about Hyperion budgeting. Budgets need to prepared way in advanced and this is a challenge for the directors to submit priorities well in advance.

Mulcahy will look into how other institutions are using RCM.

An idea for an agenda item for a future meeting is to plan a library event with outside speakers (ACRL, BTAA etc) or from RUL people who are leaders in library organizations.

7. Faculty meeting agenda

The agenda for the RUL Faculty Meeting was distributed. The AAUP-AFT union representative for legacy Rutgers will give an update on current contract negotiations after the meeting.
8. Adjournment