Rutgers University Libraries
Faculty Planning Committee Meeting
Wednesday, January 23, 2019
10:00am-12:00pm
University Librarians Conference Room

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

1. Approval of Minutes from the December meeting

   The December minutes were approved.

2. Approval of Agenda

   The agenda was adopted as presented.

3. Report from Cabinet (Anderson and Mulcahy)

   The Cabinet meeting on January 22, 2019 was cancelled.

   The Cabinet meeting on January 8, 2019 discussed the following issues:
   - RUL has a flat budget and there are still strict limits on hiring
   - Leganto implementation planning has started.
   - Chat has been expanded to seven days per week, twelve hours per day, and there have been 2 new hires to assist with chat.

   Some questions were raised by the Planning Committee regarding the length of the chat shifts for the new hires and will these hires be introduced to all of RUL since an email went out only to the Chat group.

4. Research Leaves and Research Support (Radick)

   Due to scheduling issues, the group will have their first meeting January 24, 2019. The survey the group sent out is now closed. Key takeaways from survey responses were a need for a baseline and flexibility regarding research leaves. A draft proposal date will be given after the group meets this week.

5. Faculty Forum Follow-up and Possibility of Spring Forum (All)
The Planning Committee agreed that another forum is a good idea, but there should be more structure to the forum, perhaps a series of questions to be tackled in small groups. Some possible dates for the forum are in late April or early May.

6. **Proposing a Media Group Agenda Item for Cabinet (Mulcahy)**

   It has been suggested by the Planning Committee that the Media group be reinstated with a revised and updated charge. The group stopped meeting approximately 2 years ago. Mulcahy and Anderson will send an agenda item suggestion to Brennan and will bring it up at the next Cabinet meeting on February 5, 2019.

7. **Long Range Planning (All)**

   Planning Committee members will go back to their units and ask their colleagues the following questions: 1) What could we be doing if we had the resources? 2) With whom should we be working? What partnerships should we be pursuing? 3) What models should we follow? And 4) What could we be doing differently? Are there things we are doing that we could stop? These questions will be used to help frame our long range planning. Planning Committee members will come back with feedback from their colleagues for the next meeting. This information will be shared at the next forum.

8. **Announcements**

   The Rules of Procedure Committee will be sending out a call for nominations soon.