Rutgers University Libraries
Faculty Planning Committee Meeting
Thursday, April 25, 2019
2:00pm-4:00pm
Pane Room with Teleconferencing

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

Guests: Tom Glynn, Karen Hartman, Tara Kelley, Elizabeth Surles, Bobbie Tipton

Excused: Melissa De Fino, Caryn Radick

1. Approval of Minutes from the March meeting

   The March minutes were approved.

2. Approval of Agenda

   The agenda was adopted as presented after moving the Bylaws/Faculty Elections discussion after approval of the agenda.

3. Bylaws/Faculty Elections (All)

   An email was sent to the Rules of Procedure committee from the VP/UL that stated she was not confirming the results of the faculty elections. The VP/UL would like to appoint a task force to review the bylaws and have a draft for discussion ready for the June RUL faculty meeting.

   Committee of the the whole invoked.

4. Report from Cabinet (Anderson and Mulcahy)

   Unit priorities were presented and central priorities were discussed with a focus on how all of these priorities inform and affect each other.

5. Research Leaves and Research Support: Next Steps (All)

   It was suggested that the current draft of this policy get on the agenda for the Cabinet meeting on May 6th, 2019. Any feedback on the draft should be sent to Deodato by Tuesday, April 30th, 2019.
6. **Forum Planning and Scheduling (All)**
   
   Response to the VP/UL letter regarding the RUL bylaws and faculty elections might bring about ideas for discussion at the faculty forum. There will be more discussion via email.

7. **Discussion of Dana Metadata Archivist position description (All)**
   
   There was discussion about why this position is an NTT position but it was learned this position is replacing an existing NTT position. It was noted that the description of the Dana Library is outdated on the job description. This should be revised.

   The Planning Committee is good with the job description.

8. **Announcements (All)**
   
   There were no announcements.

9. **Adjournment**