Library Faculty Assembly Executive Committee  
Minutes  
July 16, 2013

The Committee met at 10:00 a.m. in Spencer Research Library. Attending were Deborah Dandridge, Rhonda Houser, Jennifer Roach, Keith Russell, and Sherry Williams. Julia Petr, guest, also attended for part of the meeting.

Updates

- Reviewed where we are to date on volunteers for committee slots. Deadline is next week
- Kim Glover has asked to resign from CRSA given her role on LFPA EX. This will create one more slot to fill
- Keith reported on a conversation with Lyn Wolz re an ad hoc committee to look into voting regulations for LCPT members. Lyn will be a resource for the committee

Charges

- Deborah stated that the charge to CRSA to have the incoming chair meet with the outgoing chair does not need to be issued as a special charge since it is a requirement in the Code.
- Unclassified Professional Committee: No special charges. Rhonda Houser will be the liaison
- Salary and Benefits: The Committee spent some time discussing the survey completed by last year’s committee, and the recommendation to do the survey over this year separately with faculty, and with unclassified professionals. We did not come to a decision about a special charge, and tabled the discussion with the arrival of Julie Petr who came at our invitation to talk about issues coming from FacEx this year. Rhonda later reminded the committee that Deborah had sent out an email from Nikhat that explained some of the objections to last year’s survey questions.
- Code and Bylaws: Deborah would like to charge the committee with developing a procedure for documenting the history of any change made to
the Code and Bylaws. This would not be retrospective but would help, moving forward in providing context for why and how things have changed.

Discussion with Julie Petr, a member of FacEx about issues on the horizon

- Julie explained that she is serving her second term on FacEx
- She reviewed issues that were discussed by FacEx last year, and issues on the horizon for this year, including the university-wide implementation of the Pro system that faculty will be required to use with their cv’s. The library has not been included in this yet, but will, and it may not be a good fit for our faculty
- The report of a promotion and tenure task force proposed steps to insure transparency to candidates at all steps of the process, with an expanded deadline for appealing a decision. We may see expanded requirements for insuring this process put in place. Deborah asked that Julie let us know when something was approved that we need to implement.
- Post tenure review: Currently the proposal for post tenure review (mandated by the Board of Regents) is available online for faculty comment until 11/13. Julie stressed the need to encourage faculty to read the document and make comments as this will be a major issue for faculty in the coming year.
- Intellectual property rights: This will be a hot topic for the coming year for faculty.
- Julie also noted that the Faculty Senate Library Committee will be receiving a special charge this year to assess the impact of the libraries’ reorganization on the research and teaching needs of the faculty.
- Julie has also asked LFPA Exec what the role of library governance is in the recent library reorganization. This is a topic that we will be discussing.
- Exec thanked Julie for her report, and noted her excellent service on FacEx.

Next LFPA meeting

- We need to change the date of the next meeting as it coincides with an all-day ACRL workshop Keith, and a number of others are involved in.
- We agreed to move the meeting to Aug 8. Deborah will send out an announcement.

**Update on website**
- Rhonda has checked with Scott regarding the advisability of training someone (the new secretary) in updating the website, as we are changing to a new content management system, and it will just have to be relearned. In that case, Rhonda, who knows how to do this, has offered to make changes, and post updates. Sherry is exceedingly grateful.
- We agreed that we would look at our website before the next meeting to see what revisions are needed, and we will spend some time looking at our website online during our next meeting.

**Review of evaluation and promotion and tenure documents**
- Deborah asked the committee to review the Discipline Expectations, faculty evaluation plan, and Criteria so that we can inform the dean that they are up to date before she meets with UCPT in the fall. This is a check to insure that all our documents are in order.