



9-15-2009

Library Faculty Council Meeting : 2009 : 09 : 15 : Minutes

Nelson Poynter Memorial Library. Library Faculty Council.

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Library Faculty Council Meeting Minutes

September 15, 2:00 p.m., Room 218, Poynter Library

Librarians Present: Deborah Henry, Tina Neville, Jerry Notaro, Patricia Pettijohn, Kaya van Beynen

Regrets: Jim Schnur

Guests: None

Meeting Called to order at 2:09 p.m. by Deb

Minutes Approval of August 2009 minutes was tabled for next meeting

Announcements

SPSS training – In Progress

Deb learned that Dean Biafora is offering SPSS tutoring to his students and asked whether he could provide the same SPSS tutoring to the Reference Librarians. He said that he would be happy to do this. Deb will provide him with some possible dates and times to organize a Brown Bag SPSS training for the Librarians

Old Business

Annual Review – In Progress

Jerry met with the Associate Deans Mark Pezzo (CAS) and Deanna Michaels (COE) and discussed their experiences and understanding of Faculty Annual Reviews. Deanna Michaels said that faculty self evaluation through the self-assignment of numbers was optional, but that departmental committee review and supervisor review (Dean for COE but now departmental Chairs for CAS) were mandatory.

Departmental Review – CAS now has Chairs assess faculty rather than the Dean – this is just beginning this academic year. Jerry proposes that the Librarians have their Supervisors complete their annual review rather than the Library Dean. Currently Jerry's proposal will only affect Deb and Kaya, as Tina will complete their Annual Review rather than the Library Dean. Both Deb and Kaya voted in support of changing the Annual Review guidelines to reflect review by immediate supervisor rather than Library Dean. At this time the Library Dean is the direct supervisor for Patricia, Jerry, Jim, and Tina, and as such there would not be an immediate change in who completes their Annual Reviews. However, this could change if the library were to gain an Associate Dean like the other colleges. If so Deb proposed that we revisit the language in the Librarians Annual Review guidelines.

Jerry will generally talk to Carol about the proposed changes to our Annual Review guidelines and will remind her that our Summer 2009 assignments have not yet been completed. Jerry, Jim, and Kaya will meet and edited the new wording and submit to the LFC for an email vote. Carol will subsequently receive the agreed upon Annual Review Guidelines

Tracking Library and Campus Computer Usage – In Progress

Reference librarians are still tracking the computer usage and Jovin is still entering the data.

Weekend Security Proposal – Done

Reference Desk Hour Proposal – In Progress

Virginia asked that the Library advertise the change to evening Reference Desk hours. This will be done in a positive tone that highlights when we are open and all the various means to receive Reference help. Tina will also review which QuickStart guides that need to be updated. Tina hopes that the change in evening Reference hours will take effect sometime in the next 3 weeks.

Reference librarians need to continue to collect data on the Saturday morning hours and keep this on the LFC agenda.

New Business

Committee Assignments – Done

Marcy had been assigned to the Enrollment Management Committee. Jerry volunteered to serve on this committee in her stead.

USF SP Council and Committee Reports

Budget Council – The Committee has not yet met.

Faculty Senate – They are very busy. Brie Reck is now Chair, and the FS has new faculty from the COB. The Faculty Senate has assigned liaisons to faculty committees to make sure that they are meeting and doing their charge and they have plans to rewrite parts of the FS Constitution. They will meet this Friday.

General Education Committee – The Committee has not yet met.

Graduate Council – The Committee has not yet met.

Research Council – The Committee has not yet met.

Undergraduate Council – They meet this week with the NCTE accreditors.

PEBC (Planning, Effectiveness, & Budgeting Committee) – Tina has been attending these meetings. The PEBC plans on rewriting the university's strategic plan in light of the new budgetary climate. Goal 1 calls for library and data literacy, but so far the strategic plan is purposely very generic. This strategic plan is not yet approved by the ~~Regents~~ Trustees.

Leadership Program – Tina is going to Steve Rich's Leadership Program

1st Amendment Meeting – Jerry is going to this.

The next LFC meeting is scheduled for Tuesday, October 6th, at 2:00 p.m.

Respectfully Submitted,

- Kaya van Beynen