
Library Faculty Governance: Minutes

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Library Faculty Council Meeting : 2008 : 06 : 24 : Minutes

Nelson Poynter Memorial Library. Library Faculty Council.

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Library Faculty Council Meeting Minutes

24 June 2008, 2:00 p.m., Room 218, Poynter Library

Librarians Present: Marcy Carrel, Deborah Henry, Tina Neville, Jerry Notaro, Patricia Pettijohn, Jim Schnur, Kaya Townsend

Regrets: None

Guests: None

Meeting: Called to order at 2:05 p.m. by Deb

Minutes: In section "Promotion Guidelines for Librarians" of May 6 minutes, sentence beginning "Removed the document..." was amended to "Removed *from* the document..." Motion by Tina, seconded by Jerry, to accept May 6 minutes as amended. Motion carried unanimously.

Old Business:

Promotion Guidelines for Librarians: Discussion continued regarding guidelines. Some emails and conversations prior to the meeting discussed whether or not time served at other USF campuses could or should be considered as time within the library system when counting years of service in rank. Jerry described a meeting with Mark Durand, former Regional Vice Chancellor for Academic Affairs, in which Durand noted that long before the pursuit of separate SACS accreditation, signed agreements between USF's central administration and USF St. Petersburg gave us a level of independence so that years of teaching and service towards tenure and promotion were based solely upon time at this campus. Under this arrangement, newly hired teaching faculty who transferred to USF St. Petersburg would have the opportunity to negotiate with their dean the amount of time that could be brought over towards years in rank; however, no provision guarantees that administrators would credit all of the time at other USF campuses to the new hire. In this sense, time served at other USF campuses is similar to time served at other college or university campuses: faculty could bargain for consideration of that time but the awarding of that time was at the discretion of the dean.

After much discussion, a general consensus existed that we should follow the practices and standards in use by USFSP academic colleges. With discussion closed, **Tina** moved and **Deb** seconded that years in rank enumerated in our promotion guidelines should reflect time at USF St. Petersburg, *not* within the USF system. **Motion carried** with 5 votes for, none against, and 2 abstentions. Deb will make corrections to the document and forward to the librarians, Kathy, Chris D'Elia (outgoing RVCAA), and Noreen Noonan (incoming RVCAA).

Reports

Faculty Senate Update: Jerry noted that old and new Faculty Senate members planned a meet-and-greet for incoming RVCAA Noreen Noonan. She was unable to attend due to illness. During the event, Karen White and Chris D'Elia summarized annual accomplishments. Outgoing chair Margaret Hewitt called for chair nominations. After deliberations, David Carr (History) will be incoming chair, Brianne Reck (Education) will be vice chair, and Tom Carter (Economics) will serve as secretary. Meeting schedule for fall 2008 semester is complete, with meetings starting at 11 am.

Relocation of Media at Tampa Library: Jerry reported on the move of media from the 6th floor of the Tampa Library to the former annex area on the other side of the 1st floor circulation desk. He had met with Rue Herbert and Marilyn Burke to learn about their procedures. He outlined how

items were selected for the move, what was de-accessioned (kits, filmstrips, and many IMC materials), and how they handled requests for less-commonly used items (VHS documentaries with low circulation counts). The plan under consideration here is to move the circulating VHS, DVDs, CDs, and audiocassette materials to the 1st floor in some of the reference shelving. This would require some consolidation of reference materials and perhaps the removal of some print indices.

Marcy's Trip to Peru: Marcy described her recent trip to Peru as a speaker/panelist at an invited presentation. The conference covered expenses and airfare to and from the conference, and she covered expenses for additional time on annual leave. Patricia suggested that Jim write about her experiences for "Off the Shelf"; Jim will also mention the new fiscal assistant in Collections and Technical Services.

New Business

"Mission Creep" and Applications Software in Library: Jim brought up a recent email exchange in which a student who comes to campus only on weekends requested the addition of a course-specific software title to the library computers. The request was channeled from the College of Business through Campus Computing instead of directly to the library. This would be a moot point if Campus Computing offered weekend service hours and provided this course-specific software in its labs. General discussion followed regarding Jim's perception that we have continued to take on an increasing amount of software and instructional support for computing without any access to "lab" money that underwrites the operations of computing labs at USF. He suggested that his colleagues formulate a statement about the types of services we offer, service-related issues in Campus Computing, and how we have handled these growing requests without additional resources so we have an accurate, consistent message before we meet as a faculty with Noreen Noonan.

Upkeep of Library Facilities: Jim described the physical conditions of the library and the full trash receptacles in some areas when he arrived to work on Saturday morning. Since the library lost Vienus as an Operations & Maintenance of Facilities (Physical Plant) employee assigned to the library in the evenings, he said that there has been a noticeable deterioration of the quality of cleaning and upkeep. He added that there could be up to a 72-hour period between Friday morning and Monday morning during which trash is not collected, and that despite our best efforts to discourage food in study rooms, this could pose a problem. Jim said that he understood the University's budgetary constraints and does not fault Physical Plant, but insisted that the library should receive better attention since we are expected to remain open on nights and weekends. The library is often the first building prospective students visit when they come to campus, and therefore deserves an appropriate level of service to maintain a good image for visitors. He asked if colleagues could also monitor conditions in the building so that we could address this issue with Ashok Dhingra's office if things do not improve by the fall semester.

Announcements

The mandatory fall faculty meeting is scheduled for August 22, from 11am until 1pm.

The next meeting scheduled for later in the summer term, date and time to be determined.
Meeting adjourned at 3:12 p.m.

Respectfully Submitted,

Jim Schnur
Council Scribe