Minutes
Fall Library Faculty Meeting
October 3rd, 2013
103 Cooper Library, 11 AM

Present: Kay Wall, Lisa Bodenheimer, Alan Burns, Gordon Cochrane, Chris Colthorpe, Jan Comfort, Camille Cooper, Jim Cross, Pam Draper, Scott Dutkiewicz, Kathy Edwards, Meredith Futral, Anne Grant, Bobby Hollandsworth, Gail Julian, Ed Rock, Suzanne Rook Schilf, Eric Schoaf, Megan Sheffield, Dennis Taylor, Gypsy Teague, Peg Tyler, Chris Vinson, Kathryn Wesley, Andy Wesolek, Derek Wilmott

Absent: Chris Ryan

I. COLLEGE FACULTY MEETING (Presiding: Dean Kay Wall)

Dean Kay Wall called the meeting to order at 11:01 AM. A welcome was offered to new Faculty member Andy Wesolek.

A. Approval of minutes: The minutes of the April 8, 2013 meeting were approved.

B. Reports of Standing Committees
   a. Library Advisory Committee (LAC) – Kay Wall, chair
      i. Search committee has been formed for the vacant Head of Special Collections position.
      ii. Library Chair Search Committee has completed their work; Peg Tyler is the new Interim Chair of the Library Faculty.
      iii. Changes to the bylaws that had been approved by Library Faculty at a previous meeting have been sent to the Provost and returned for review.
      iv. There is a vacant position in the LAC, to be filled by election (see below).
   b. Information Access Committee (IAC) – Gail Julian, chair: See Addendum #1

C. Reports of Special/Ad Hoc Committees
   a. Head of Digital Scholarship Search Committee – Chris Vinson, chair: Andy Wesolek has been hired and is in attendance.
   b. Head of Special Collections Search Committee – Dennis Taylor, chair: The search is progressing. Three candidates have scheduled on-campus interview dates.

D. Dean’s Report: See Addendum #2
   a. Restructuring – New units have been established.
b. Board of Trustees retreat – No news about presidential search; CU’s research agenda was discussed.
c. Library/CCIT Collaboration – See Addendum #3.
d. Increased Development Activity
e. Performance Increases
f. What’s ahead? – New Head of Special Collections; Technical Services moving out to Library Depot; focus on research and where we as faculty and as a library fit into the university’s 2020 plan.

E. Faculty Senate Report – Gypsey Teague, senator: See Addendum #4.

F. New Business
   a. Elections
      i. Library Advisory Committee (Peggy Tyler’s term through 2016): Andy Wesolek (Jan Comfort and Andy Wesolek tied in a secret ballot; Jan withdrew.)
      ii. Information Access Committee (Priscilla Munson’s term through 2015): Meredith Futral elected by acclamation
      iii. Bookstore Advisory Committee (one year term 2013-2014): Gail Julian elected by acclamation

The College meeting was adjourned at 11:23 AM.

II. DEPARTMENT FACULTY MEETING (Presiding: Interim Chair Peggy Tyler)

The Departmental meeting was called to order at 11:24 AM.

A. Welcome and Introduction: Interim Chair Peggy Tyler
   a. Library Faculty Meetings will now be split into two parts. The first will be the College meeting and will be led by the Dean, and the second will be the Department meeting and will be led by the Chair.

B. Reports of Standing Department Committees
   a. Sabbatical Leave Committee – Gail Julian, chair: One faculty member has requested sabbatical, they are waiting on Provost approval.
   b. Library Faculty Reappointment Committee – Alan Burns, chair: Three faculty members are up for reappointment this year.
   c. Library Faculty Promotion and Tenure Committee – Derek Wilmott: Nothing to report, no faculty members are going up for promotion/tenure in the near future.
   d. Library Faculty Post-tenure Review Committee – Meredith Futral, chair: Three faculty members are going through review and the process should be complete within a few weeks.
C. Chair’s Report
   a. Goals will be frozen tomorrow (10/4/13)
   b. Action calendar and timeline on the wiki will be updated/revised after the faculty meeting due to changes by eTPR.
   c. Changes to procedures for LAC evaluation of the Chair: Previously evaluated only with a letter from the Dean, but might add Form 3 and administrative review procedures for Chairs that are not Unit Heads.
   d. Board of Trustees Grievance – Collegiality must now be included in faculty evaluation process, and we must tell the Provost by 12/6/13 how this will be implemented. We will look to other universities to see how they have implemented this.
   e. eTPR – System is live, will be used only for reappointment and promotion this year because the library faculty don’t fit well into the current categories.
   f. The Associate Dean’s position description was changed to include assessment responsibilities.

D. New Business
   a. Election
      i. Library Faculty Reappointment Committee (one untenured member, 2013-2015): Megan Sheffield elected by acclamation.
   b. Proposed Changes to Faculty Bylaws – LAC approved amendments in spring but they bounced back from the Provost; the LAC will take this up as new business.
   c. eTPR – We are going to have to go to 3 criteria from 5; we need to fit into the teaching/research/service model. Library faculty need to look at best practices for library faculty guidelines from other universities. The Interim Chair formed an ad hoc group to do this; the “eTPR Guideline Group” will consist of volunteers Camille Cooper, Jan Comfort, Lisa Bodenheimer, and Anne Grant.

The Department meeting was adjourned at 12:06 PM.
Addendum #1: IAC Report, Gail Julian

IAC Report to Faculty – October 3, 2013
We are licensing five new JSTOR collections –

Arts & Sciences XI and XII
Ecology & Botany II
Global Plants
Business IV

We now have reached JSTOR Sustainer status, which means we will be eligible for a 25% savings off future collections. Monographic allocations are in the process of being determined by the selectors. If inflation comes in under the 5% budgeted for continuing resources, then additional monies may be available for monographs mid-year.

PASCAL e-books initiatives. PASCAL is using one-time lottery money to purchase a 3-year subscription to three Ebrary e-book packages which total close to 100,000 titles. Plan is to add MARC records to the union catalog and to our local catalog on a Dec./Jan. timeline. Also PASCAL will be working on a DDA/PDA plan through EBL later on in the year.
Addendum #2: Dean’s Report

Dean's Report

2013 fall faculty meeting

Restructuring
Completed the workload realignment that took effect in July. Unit Heads are working to complete his/her work as groups are consolidated, people are retrained and new workflows are established.

Board of Trustees retreat
Presidential Search
Research agenda discussion
Carnegie Very High Classification

Library/CCIT collaboration
Identified commonalities
Data Management Task Force
Related events: Gustma visit, GSU, Adobe

Increased Development activity
Donna Dant
Board redevelopment
Phase II Capital Campaign
Increased library visibility
Annual Fund activity

Performance increases
1% is less than $40,000
Not all good performance was recognized in the compensation plan
Part of 2020 plan, installment #3

What's ahead?
Been through a great deal of change in the last two years
Change will continue with administrative changes
Increased analysis of measures relative to 2020 plan
Focus on research and where we as faculty and as library fit in that agenda
New Head of Special Collections
Technical Services move to Library Depot
Opportunity for leadership development
Assessment
Library service demands outside this zip code
Addendum #3: CCIT/Library Collaboration

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Potential Partnership Opportunities between CCIT and Clemson Libraries

As the research and teaching needs of faculty increasingly rely on both content and technology from first thought through creation, dissemination, and archive, etc., there is a growing opportunity for effective collaboration between CIOs and Librarians. University libraries have expertise in data curation and cataloguing, metadata creation and standards, and often act as the first port of call for faculty (especially those in the humanities and social sciences) when they encounter technology needs. Campus IT groups, such as CCIT, have expertise in areas such as data storage, data analytics and visualization, and networking. Together there is an opportunity to advance the research capabilities of Clemson and provide a model for effective collaboration nationwide.

The following is a preliminary list of potential overlaps of interest, expertise, and needs between CCIT and Clemson Library.

• Establishment of joint advisory group to identify needs and synergies and to approve formal collaborations
• Shared technical and human infrastructure for research and infrastructural support:
  - Website/portal development and long-term hosting solutions
  - Data analytics
  - Geospatial analysis
  - Digitization
  - Digital Preservation/Archiving
  - Metadata standards and creation
  - Database design and implementation
  - Mobility
• Development of a University-wide Data Management Strategy
  - Library has existing expertise in data curation
  - CCIT has expertise and access to data storage solutions
  - Funded through F&A (requires VPR approval)?
• Strategies for incorporating libraries into the Condo of Condos framework (collaborative projects and repositories between partner institutions, etc.)
• Creation of speaker series/training workshops in data curation/management
• Establishment of regular meetings between Clemson CIO and Dean of Libraries to align priorities and initiatives
Addendum #4: Faculty Senate Report, Gypse Teague

Faculty Senate Report
Fall Faculty Meeting of the Library

The Senate met three times since the semester began. Much of the time has been spent introducing the new Senators to the people around campus such as Redfern, Disability Services, Office of Community and Ethical Standards, etc.

The Committee Reports that have met to date are as follows:

Scholastic Policies – Will look into stoles for students. Seems that any group that gets permission from the Student Senate may wear an honors stole. Some other groups have worn them without permission and that is the question currently at hand; what to do about those students?

Also the Committee is looking at getting more detail in the faculty syllabi for e portfolios. Some faculty say nothing about them in their syllabi.

Research Committee – Is looking at updating the section of the manual from Sponsored Programs. The I.P. section is not as accurate and explanatory as it needs to be.

Policy Comm – Post Tenure review should be triggered at two substandard evaluations in a row instead of the way it is written at two substandard evaluations within a 5 year period.

The Senate is also looking at, although no one knows who yet, a rank above full professor. There are a number of names for this so far but nothing concrete or even tenuous. Will report more on this as it comes up.

2013 Benefits fair on Oct 10, 9-1 at Fike.