

Library Faculty Assembly

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Faculty Governance at the University of Florida Libraries

Minutes - December 18, 2006: 3:00pm
Room L107, Marston Science Library

Meeting was called to order at 3:02 PM, and the agenda, with one small change, was approved.

The Nov. 20 minutes were approved, with one change: under Senate Update, Review of the October Senate meeting: Joe Aufmuth, not Nancy Schaefer, reported specifically on the discussion regarding a Faculty Climate Survey on which the Senate Welfare Council is working.

Carol Drum gave an update on the Dean of Libraries search. All but one of the 8 semi-finalists have had phone interviews, and the expectation is that as many as 5 of these will be invited to interview in person. Carol is willing to provide a brief status report at the LFA Jan. 8 meeting.

Chair's Report:

The location for the April 16 meeting, pending confirmation, will be Health Science Center Library.

Administration Update:

[Brian Keith used PowerPoint](#) to illustrate the background and current situation regarding the Merit Pay Process. The three criteria cited in the Librarian CDH were used to determine merit status, and the director and department chairs prioritized prospective recipients and allocated merit awards by Nov. 20, and by Dec. 1 a letter was prepared to send to all 74 eligible faculty announcing, as appropriate, their new base rate and amount of increases. The available amount was \$38,000, and it had to be spread over a large number of people.

Merit Pay Process issues to discuss in the new year: replacing the sporadic current language "as done in the past" with a consistent documentation of the system of distribution, based on the evaluative criteria being fully understood and in place; analyzing the question of distribution between divisions and library departments; and the way some administrators awarded an x dollar amount while others used a percentage based on the departmental priorities to determine the individual merit increase. The LFA Chair suggested this conversation continue in departmental meetings as well as in the larger forum.

Senate Update:

Nancy Schaefer pointed to the Future of the Libraries report as the most important recent Senate meeting item affecting librarians:

http://www.aa.ufl.edu/search_committees/futureofthelibrary/

Naomi Young mentioned the agenda item for the January Senate meeting that is most relevant to librarians involves the status of the Standing Committee on Compensation: in terms of the collective bargaining unit: does this group take on "second agent" status? This must be clarified to avoid a charge of unfair labor practice.

As Chair of the University Nominating Committee, Carol Kem announced that the call for self-nominations for all Senate and joint Presidential/Senate committees will go out at the beginning of January, with a closing at the end of the month. 50% of the librarians nominated last year were actually appointed to Senate and joint committee assignments, a major increase over previous years.

Committee Reports:

Standing Rules Committee:

Vernon Kisling announced two changes to the document: Part 2.1 "divisions" in place of "departments" in Appointment statement, and Part 2.4 "Appointment, Promotion and Tenure" in place of "Tenure and Promotion" in heading. Staggered term conditions for committee members are desired: in the context of the Nominating Committee, the current temporary membership will all rotate off at once, but will in effect nominate the new membership, through either replacements or self-nominations, to continue in this body.

The Standing Rules were unanimously adopted by those present after the motion and second were taken from the floor. The Committee members-Vernon, Carl Van Ness, Ed Hart and Cecilia Botero-were commended for their excellent work.

Nominating Committee:

Valrie Davis recommended that the electronic elections that are planned for the Senate, with ultimate results stored in the Senate Office, be adopted by the libraries sooner rather than later, in that the experience of the recent paper ballot process revealed serious procedural flaws. Faculty eligibility and the public nature of all meetings, with a "meeting notice" on the webpage to satisfy sunshine laws, constitute other process issues under discussion.

Ad Hoc Governance Website Committee:

Carrie Newsom, along with Tara Cataldo, were congratulated for developing and implementing the new look of <http://web.uflib.ufl.edu/LFA/>. The LFA leadership will work on getting all Committee appointments made and will refine the Committee semantics on the site later to conform with the By-Laws and Standing Rules. The University Senate and joint Presidential/Senate Committees form a model for the Library Committee taxonomy, especially in characterizing such Committees as Travel that incorporate staff employees as well as librarians.

Old Business:

The Special Committee to draft the Shared Governance Status Report due in April will be formed soon, with a request pending to library administration to nominate someone to represent them. The Nominating Committee and the LFA officers will meet to discuss procedures for libraries faculty representation.

New Business:

Someone from the Future of the Libraries Committee will be invited to discuss that final report at the Jan. 8 LFA meeting, with Dr. Will Harrison the leading candidate, if he is available. In the Jan. 4 Senate Steering Committee the Provost may discuss this document, so that feedback may be available by the time of the next Assembly.

A UF online tutorial has been proposed, pending University Senate approval, to satisfy the certification requirement for all faculty who plan to serve on search committees, a new mandate that emerged in the recent Faculty Conversation series. Jan Swanbeck and Carol Kem are thus far the only librarians that have been certified through attendance at an all-day workshop sponsored by the Provost.

Announcements:

The Faculty Development Conversation series continues Jan. 11 at Emerson Hall with an all-day "Conversation about Shared Governance" workshop. Faculty and administration of the Libraries are strongly urged to participate in this important forum developed by Dr. Debra King from the Provost's Office.

Next meeting: Jan. 8 at L-107, Marston Science Library.

Meeting adjourned 4:15 PM.