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## Faculty Governance at the University of Florida Libraries

Minutes - April 16, 2007: 3:00pm  
Health Science Center Library, Room C3-72

The agenda and the 3/19/07 minutes were approved at the 3:09 PM start of the meeting.

Chair's report

Carol Kem reminded everyone that April 24 is the deadline for online ALA voting: Cathy Martyniak is running for an ALCTS position, and Carol herself is up for Councilor-at-Large.

The matter of search committee member certification that was raised in a previous Faculty Conversation about Diversity and Recruitment forum was again discussed, with the HSC librarians mentioning they recently had a "Faculty Diversity" workshop with Debra Walker King from the Provost's Office, who implied that those attending were certified for future service on faculty searches. [4-20: Brian Keith and Trudi DiTrollo checked with Dr. King about instituting further workshops in the libraries, and she replied, "All workshops that certify participants for search committee membership are frozen until the format and content is determined complete. In the fall, there will be an online certification tutorial for search committee members to take. The content of the workshops must match the content of the online venue." Thus the requirement does not appear to go into effect before Fall 2007, and the trainings/tutorials are likewise not available before that time. Brian stated he and Trudi are available to answer any questions or concerns.]

The slate is now complete for the upcoming balloting for those nominated to campus Faculty Senate Standing committees and/or Joint Committees.

A discussion followed about certain librarians not being on the official roster for one reason or another, and thus unable to access the current online election ballot put out by the Senate Office for the new senate representatives for Smathers and LIC respectively. Perhaps in the future all legitimate library faculty will be on the Senate Office list.

Online voting for the senator races closes at 5 today. [4-20: Edward Hart and Patrick Reakes emerged victorious in this year's election for new library senators.]

Administration Update

HSCL: Beth Layton reported that work on HSCL shared governance in matters such as budget and planning is currently ongoing.

Smathers: Michele Crump announced the appointment of the new Dean of the Libraries Judith Russell, who starts May 1.

Senate Update

April University Senate Steering Committee Meeting

Carol Kem reported that the Steering Committee discussed the denial of an honorary

degree for Jeb Bush, and the roster of new Senator candidates. She presented to the group the results of recent library elections.

3/22/07 March Senate Meeting

The handling of County Extension faculty promotion and permanent status packets were discussed. The upshot was that IFAS may do some internal tweaking, i.e., tenure candidates might be divided so that half go up one time and the others go up another part of the year. The APB also may be adjusted to meet twice a year, or two review committees may be invoked. Thus the burden of multiple packets that a T&P Committee has to review at one sitting would not be as bad.

President Machen has decided to institute minus grades starting January 2008.

Senators Marc Heft, John Leavey, Frank Bova and Saeed Khan, who are all nominees for 2007-08 Senate Chair, gave presentations on their candidacies, with election results announced at the April 20 Senate meeting.

## Committee Reports

### Nominating Committee

Tara Cataldo presented the nomination slate for the Chair-elect, Secretary and Nominating Committee: the slate was approved and those present subsequently voted. The 2007 Nominating Committee were commended for the hard work in preparing this and other ballots through the year. Those elected in this election will start their terms in the August LFA meeting. It was agreed that the immediate past Chair will henceforth be in charge of all election procedures during the annual business meeting.

### Election results:

- Vice-Chair/Chair-Elect: Vernon Kisling
- Secretary: Linda Butson
- Nominating Committee: Rae Jesano from HSCL; Elizabeth Outler from LIC; and Valrie Davis, Jason Fleming and Matthew Loving from Smathers.

### Shared Governance Report Committee

Michele Crump advised that the final draft of the report, which incorporated only a few minor changes, will be sent before the deadline this month to Danaya Wright, current Senate President, with copy to the Senate Office Administrative Assistant Amelia Hugus. The Committee was commended for the excellent work getting this ready within the limited timeframe.

### Strategic Planning Committee

Vernon Kisling reported that the committee has prepared a document to circulate describing the proposed way for the libraries to set up a market equity review process. Basically a cover sheet and brief statement giving the rationale why an individual feels (s)he should be considered for market equity review, accompanied by copies of annual evaluations from current and previous years, would be submitted first to the Department Chair. The packet would then be forwarded to a 3-to-5 member Market Equity Review Committee, whose members should be tenured at the Associate or Full Librarian level. A matrix would have to be designed and consulted to determine whether a candidate is qualified for the equity raise. The Committee's recommendation goes back to the Department Chair, who then passes that and all materials along to the library administration.

Library professional position analysis between peer institutions would best be carried out via certain measurement instruments that would supplement the standard ARL statistics,

which do not accommodate librarian salary comparisons easily.

Vernon recommended that most elements in the review process should be pulled together this fiscal year for possible action in the following fiscal year, although money to implement such raises may be a stumbling block down the road. Further discussion will take place in the May 14 LFA meeting.

#### Old and New Business

Vernon Kisling raised the issue of the entire library as a unit having something like a governing constitution, with sections on faculty, administration, and, as necessary, staff. This seems a conversation that might be best taken up later with Kathy Price, Judy Russell and the new Head of the HSCL, once the latter two are aboard. The constitution of the College of Design, Construction and Planning might serve as a good model.

Carol Kem again requested volunteers for the Ombudsman Standing Committee, consisting of a minimum of three people, with representatives from HSCL, LIC and Smathers. Due to the nature of this Committee, tenured faculty are solicited to join.

Strategic Planning and the other Standing Committees are expected to select their own chairs after the April business meeting.

#### Announcements

An Assistant Director of Information Technology may be a possible vacancy at the Legal Information Center, now that the current Associate IT Director has moved on. Candidates for the Head of the Health Sciences Center Library are being identified, with the hope that the person selected will start July 1. Three candidates will interview in May for the Special and Area Studies Collections Department Chair position in Smathers Libraries.

The next meeting will be May 14 in MSL L-107. A June meeting may be held as necessary. No July meeting is scheduled.

The meeting was adjourned at 4:06 PM.