

University Libraries

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Minutes of the Library Assembly, University Libraries, September 23, 2014

Present: Brenda Seago; Barb Mann; Rod Bustos; Melissa Johnson; Erin Prentiss; Sandra Bandy; Steven Shelton; Kathy Davies; Darra Ballance; Lindsay Blake; Kimberly Mears; Peter Shipman; Julie Gaines; Maryśka Connolly-Brown

Fay Verburg, chair, called the meeting to order at 10:33am.

1. Minutes of the June 24 meeting were approved.
2. New officers and committee representatives were announced. The chair asked for updates or changes to the list; none were provided – see appendix I.
3. Old Business – none
4. New Business

- a. GRU University Senate update (Bandy) – See appendix II for University Senate report.

Members of the Library Assembly provided feedback regarding unfilled chair positions for various University committees and asked Sandra Bandy to forward their concerns to the Senate. Sandra noted currently about 85% of the committees do not yet have chairs, but that the Senate is aware of the problem. Each committee has a corresponding representative on the Senate who is tasked with ensuring that the committees function as intended. She indicated that she would pass on the Assembly's concerns.

- b. University Committee updates

Athletics Committee (Shipman):

The Athletics Committee will meet on the afternoon of Sept. 23. The University has joined the MEAC Division 1 for golf, in addition to being part of the Peach Belt Conference. Fort Gordon has partnered with GRU to provide a home course for the cross-country teams.

Faculty Development Committee (Ballance):

The Faculty Development Committee is scheduled to meet on Sept. 24.

Nursing Information Librarian Search Committee (Shipman):

The search committee for the Nursing Librarian has been formed and is awaiting selection of members from the Nursing faculty.

Reference and Instruction Librarian Search Committee (Mann):

Two candidates have been selected for on-site interviews that will take place on October 6 and 9.

Reference and Instruction Librarian Search Committee (former Government Information Librarian) (Johnson):

Melissa Johnson has been selected as chair for this committee.

Assessment and Grants Librarian (Seago):

An Assessment and Grants Librarian position is currently being created to replace the former Assistant Director (Reese) and will serve both campuses. Brenda Seago will provide more information about this position and ask for input.

Collections and Technical Services Librarian (Mann):

Revisions are currently being written for this position before it will be relisted.

Promotion and Tenure Committee:

The Library Promotion and Tenure committee will meet on 9/24. There are seven members including Julie Gaines. Lindsay Blake is the candidate under review. Thanks were extended to the ad hoc committee for their work in preparing for this review.

c. User Engagement Results (Seago)

There were 37 respondents from both libraries. Responses for heads of departments with less than five people were mapped to GRU Library Administration. The GRU Libraries were ranked at a tier 3. Mapping issues due to small numbers in departments and inconsistent responses makes it challenging to obtain useful data. The survey results will be examined and action taken in the coming year to address deficiencies.

d. Other University information related to faculty

Kim Mears has been selected as the new Scholarly Communications Librarian. As part of her duties, she will chair a University-wide committee on digital measures. The specific make-up of this particular committee has yet to be decided.

e. QEP Report (Davies)

Kathy Davies presented a presentation entitled "QEP Roadshow" to share information about the ongoing efforts to select and implement a five-year QEP plan. The theme of "Experimental Learning" has been selected along with subthemes of "Leadership," "Research and Scholarship," and "Community Engagement." The required learning objectives associated with the QEP are written and oral communication skills. QEP proposals that incorporate the theme and at least one subtheme will be accepted from September 15 through

November 3. Kathy exhibited the QEP site and highlighted information of interest to the Library Assembly.

5. Announcements:

- a. October 15 will be the date of the first Faculty Author Reception to be held in the Greenblatt Room (AB 155). Current and emeritus faculty who have published books in the last five years (approximately) have been invited. An online form is available for authors to share information about their book(s). They are also welcome to donate a copy to either library. So far, sixty-eight authors are to be invited via printed invitations. Dr. Buckley will say a few words at the event. Liaison and embedded librarians are encouraged to attend to show support for faculty authors in their areas. Next year's Faculty Author Reception will be held at Reese Library. (Bandy)
- b. On October 28, a reception will be held in Reese Library for the Royal Photographic Society's 2013 International Images for Science exhibition that is being sponsored by the GRU Arts Council. Both libraries will begin exhibiting photography beginning on October 20. (Mann)
- c. A preview of the Southern Chapter of Medical Library Association conference presentations will be held on October 21. All are welcome to attend. More information to follow via email. (Seago)
- d. A webinar sponsored by GKR will take place at noon on October 20 as part of the Open Access Week events. The topic will be open access journals.

The meeting adjourned at 11:40am.

Appendix I

Officers and Committee Representatives

Library Assembly Chair: Fay Verburg

Library Assembly Vice-Chair/Parliamentarian: Darra Ballance

Library Assembly Secretary: Maryska Connolly-Brown

University Senator: Sandra Bandy

GRU Athletics Committee: Peter Shipman

GRU Curriculum and Academic Policies Committee: Maryska Connolly-Brown

Budget Advisory, Info. Tech and Univ. Resources: Brenda Seago

Community Services: Darra Ballance

Faculty Development: Darra Ballance

Faculty Rights and Responsibilities: Rod Bustos

Governance and Communications: Lindsay Blake

Grievance and Dispute Res.: Fay Verburg, Sandra Bandy (alternate)

Promotion and Tenure Committee: Kathy Davies, Julie Gaines

Student Affairs: Kim Mears

Appendix II

University Senate Report

The first University Senate meeting was on Monday, September 8th in EC 1222. Some key highlights to share include:

- The Senate needs a Parliamentarian
- On the University Senate page, a discussion board is listed to review the current proposed changes to the University Senate Bylaws. It has been suggested that you review the changes and comments before the voting in four weeks take place.
- Cathy Slade shared information about the Faculty Rights & Responsibilities Committee Morale Survey. There were 13 questions, on December 10, 2013 1,500 were invited to participate. They received a 29% response rate. They had 1087 comments and 92 quotes. 14 recommendations and findings were gathered. Dr. Pawl, Senate Vice-Chair will be sending the results out to the Senators to share among faculty. I have not received this report to date.
- The Press Gainey Survey from the spring 2014 will be combined (overlay with concerns). The Press Gainey Survey results will be presented at the next University Senate meeting on October 6th. On September 16th I attended the chairs, managers, and supervisors session with the Press Ganey consultant to review the survey results. They indicated the power point from that meeting will be sent to me, I will share when received.
- This year, the University Senate is trying out WebEx for those that can't attend the meeting in person. All faculty members are welcomed to attend.

Dr. Azziz's report included appreciations to those that attended the Day of Service. (1) There were over 1,000 volunteers. (2) This is the 60th year for the Alumni. (3) Jazz on G was a great event. (4) The master planning process for the university and health system is moving along. The health system side is a little slower at the moment. The University plan is on time, on target for 2015 for what our University will look like in the future. Top needs are to move on the student housing as soon as possible, 600 units or so by 2016. Cancer research building progress will move up before the master plan is finished. (5) Dr. Azziz will be meeting with each college (and libraries) to hear what is on our minds

Dr. Caughman report included restating that the Press Gainey survey results will be presented at the next Senate meeting. QEP proposal, more than 50 themes, Experimental Learning, put ideas forward by January 2015. Enrollment is 8529 down from last year's 8995. Transfer and new freshman are up, they are looking at transfer to find out what's going on as students were in good standing when they left GRU.

Dr. Richley report was primarily on the faculty annual performance evaluation form. Faculty from each college (and library) will look at the new form and make improvements. First year Convocations theme this year was “food for thought”. She stated that they are currently looking to faculty to teach those 1000 classes. Debra Richardson sent an email about this “Learn about the new INQR1000 class.”

Faculty Council from the College of Arts and Humanities read a resolution: library as an academic unit.

Two questions from the College of Math and Sciences (1) annual compliance (who to address questions too) as the college thinks some of the requirements need to be revised based on what department (2) faculty manual—since the consolidation there is none, before there were one on each campus. It was recommended by the Senate that they go to the Faculty Policies committee and to be very clear on their purpose. Brenda shared that during the New Faculty Orientation, new faculty received a packet of information that might be relevant to use.

October 6th meeting, Chief McBride will be presenting on building access afterhours, the Gainey survey, new faculty assembly on October 29th in the Alumni Center.

Email from Dr. Pawl on Tuesday, September 16th regarding the overall “Faculty Council” from the USG that meets once a semester. The meeting is October 11th. Our GRU Representatives (this year, Jean Pawl as the primary and Elizabeth Hogan as the alternate – respectively the Chair and Vice-Chair of our Senate). They can bring up issues of concern to GRU as a whole, and report back to the Senate issues that others have brought up. If there are concerns please let me know to bring forward at the October 6th Senate meeting.

Submitted by Sandra Bandy, University Libraries Senate Representative 2014-2015