

University Libraries

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Minutes of the Libraries Assembly

2:30 p.m. – 3:30 p.m., JSAC Skinner Room (231), September 15, 2015

Present: Darra Ballance, Brenda L. Seago, Carol Waggoner-Angleton, Ansley Stuart, Vicki Burchfield, Melissa Johnson, Rod Bustos, Erin Prentiss, Kathy Davies, Sandra Bandy, Kim Mears, Barb Mann, Max Hackman, Thomas Weeks, Li Ma, Julie K. Gaines

1. Darra Ballance, Chair, called the meeting to order at 2:30 p.m.

Minutes from the June 6, 2015 Library Assembly meeting were approved over email.

Introductions of new faculty were requested.

2. **OLD Business**

- a. Peer Review of Teaching (Verburg)

Sandra gave the report on behalf of Fay. Peter, Sandra, and Fay are on the committee and they have been working via email. They have completed a literature search on topic and may send a survey to various listservs. For new faculty members, the purpose of the committee was explained: library faculty need more evidence in support of teaching documentation and improvement for inclusion in promotion portfolios. Carol suggested liaising to Dr. Richardson for support.

- b. Alternate Faculty Senate Representative (Bandy)

Sandra asked Allied Health for their bylaws as an example of how the Libraries can amend their current bylaws to accommodate the addition of an alternative senator. Sandra clarified that the University Senate bylaws does allow for alternates so we can look at that language as a model too.

After discussion, it was identified that the Senate bylaws allow 2 representatives for colleges with 21-99 faculty. Since the Libraries has 21 faculty positions (some unfilled at the moment) that would eliminate the need for an alternative senator because the Libraries qualify for a second representative on the Senate. Kathy will seek counsel from Robert Scott, University Senate Governance & Communication Committee, for clarification and guidance regarding the number senators for the Libraries.

3. **NEW Business**

- a. Revision of Libraries bylaws (Ballance)

Article indicate that we review bylaws every three years. Our bylaws were created in 2012 so it is now time to form a committee. Darra will ask the past chair to serve as chair of bylaws revision committee starting at the beginning of the year. Please let her know if you are interested in serving on this committee.

b. University Senate update (Davies)

There have been two meetings:

- August 24, 2015 Meeting (Health Sciences campus): Minutes of the first meeting were distributed over email. Please see Appendix I.
- September 14, 2015 Meeting (Summerville campus): minutes are included in Appendix II.

8 library faculty participated in the GRU Day of Service

c. **University committee updates**

- i. Athletics (Prentiss): The committee met with the Athletics Director to address unfinished business from last year. Athletics would like to pay for regalia for athletes from their foundation fund.
- ii. Budget, IT, and GRU Resources (Seago): No update
- iii. Community Services (Waggoner-Angleton): The committee has requested that a representative from the Department of Communications and Marketing attend the next meeting to clarify communication channels for communication.
- iv. Curriculum and Academic Policies (Shipman): The committee met on September 22, 2015 on the Summerville campus to discuss the Faculty Credentialing Manual. The Faculty Qualifications and Credentialing Policy states properly credentialed faculty should be teaching appropriate courses in their area of expertise. The Manual required a few recommendations from the committee to the Provost to clarify the level of academic degrees needed for Summerville courses in Wellness courses and for the Graduate Teaching Assistants (GTAs) to conform to SACS requirements.

The committee is planning to meet in November 2015 with Katherine Sweeney and Adam Wyatt to discuss a new role for the committee in providing oversight of the Academic Advising Center because Curriculum advising is part of the committee's charge in the University Bylaws.

- v. Dispute Resolution & Grievance (Verburg and Bandy): The committee members will receive training from legal office on state mandated mediation training in the beginning of October.
- vi. Faculty Development: (Burchfield) The committee has met once. The committee is exploring the addition of faculty recognition awards that do not have campus specific qualifications. The committee is also exploring the option to add a section on campus fundraisers to allow donations to faculty recognition awards.

- vii. Faculty Rights and Responsibilities (Bustos): The committee has met once for a short meeting.
 - viii. Governance and Communication (Mann): There are currently 6 subcommittees doing work: Faculty Evaluation of Administrators; GRU Policies; Bylaw and Statutes; Intrafaculty Communication; Nominations and Elections; and Faculty Manual.
 - ix. Student Affairs (Weeks): The committee has not met this semester
- d. Other University information related to faculty

Thursday, September 17, 2015 is the All Faculty Fall Assembly and New Faculty Reception from 5:30 pm - 7:30 pm in the Alumni Center.

4. Announcements

- The first event in the Latino's series is tonight, September 15, 2015 at the Headquarters Library, Augusta-Richmond County Public Library from 6:00 - 8:00 PM, Latino Americans: Peril and Promise Screening
- Constitution Day activities will be on September 17, 2015.
- The Faculty Authors' Reception is on Tuesday, September 22, 2015 from 4:30 – 6:30 p.m. in Reese Library on the Summerville campus.
- Raise the Banned: Banned Books Awareness event is Wednesday, September 30, 2015 from 10:00 AM – 2:00 PM on the JSAC Patio, Summerville Campus.
- Please complete the Wufoo Survey for research expertise.
- Reese Library has new tutorials on eBooks and how to create alerts in EBSCO.
- The Reese Library Research Assignment Calculator is continuing to be tested with students to receive feedback.
- The second candidate for Access Services Librarian will be interviewing on Wednesday, September 16, 2015.
- The 3rd offering of the Georgia Biomedical Informatics Course begins on September 27, 2015. The participants include 30 members from across the country.
- The next lecture in the History of the Health Sciences Lecture Series is Dr. Russell Moores on the topic of The Chronicle of George and Procuring

Specimens for the Teaching of Anatomy Dr. Moores on October 15, 2015 from 4:30-5:30 p.m.

- Reese Library's extended hours start September 30, 2015.
- The Greenblatt Library is hosting the *Harry Potter's World: Renaissance Science, Magic, and Medicine* traveling exhibition February 15 –March 26, 2016.
- Alma training from the University System of Georgia will be a 6-week online course.
- An Elsevier representative will be on campus to conduct Pure training sessions:
 - Health Sciences Campus – Greenblatt Library AB-108: Tuesday, September 15, 10am – 11am Wednesday, September 16, 4pm – 5pm
 - Summerville Campus – University Hall UH-157: Tuesday, September 15, 4pm – 5pm Wednesday, September 16, 10am – 11am
- ORCID registration drop-ins are scheduled for each campus:
- Summerville: Wednesday, October 7, 2015, 9:00 AM—4:00 PM, Reese Library, Room 304
- Health Sciences: Monday, October 19, 2015, 9:00 AM—5:00 PM, Greenblatt Library, Room 163
- The HVAC construction at Reese Library is ongoing.
- The Greenblatt Library will celebrate National Medical Libraries Month on Wednesday, October 14, 2015 from 1:00 PM –3:00 PM with cupcakes.
- The next Library Assembly meeting is December 8, 2015, 2:30 PM - 3:30 PM at the Greenblatt Library, AB 211.

The meeting was adjourned at 3:35 PM.

Appendix I: August 24, 2015 University Senate Meeting

Welcome and Introductions

- Dr. Jean Pawl will continue to serve as chair until the newly elected chair Dr. Elizabeth Hogan returns from family leave.
- Dr. Cathy Tugmon, Vice Chair reported that the Bylaws Committee has met and will present revisions at the next senate meeting.
- Dr. David Hunt was elected to serve as Secretary/Treasurer.
- Dr. Brooks Keel was welcomed and spoke briefly to acknowledge the support he has received from both campuses in his first few weeks in office.

Provost Report – Dr. Gretchen Caughman

- USG Board approvals:
- Two new endowed chairs for GRU
- UGA Pharmacy cooperative program with Health Sciences expanding and renovation of building
- Naming Cancer Research Center in honor of Bert Storey
- Dr. Mark Miller presented on GRU economic development to USG Board
- GRU participating in multi-institutional cyber security initiative
- Low producing programs are being reviewed by board
 - Reduced number of GRU programs on this list from last review
 - May be intentionally small programs with critical value
- Enrollment figures are ongoing concern and need faculty support
- Estimated decrease of 200 undergraduates
- Retention increasing but not at desired level
- Human resources changes to benefits will be addressed at future senate meeting
- Encouraged use of GRU calendar to promote campus events

Vice President Academic and Faculty Affairs—Dr. Carol Rychly

- New degrees approved
 - Doctor of Education- 12 students enrolled
 - Doctor of Allied Health Sciences – 4 students enrolled
 - Certificate of HealthCare Diversity established for BS to MD/DDM allows for honors designation
- Class of 2019 has chosen Purple as Color to emphasize leadership value
- Expressed appreciation for faculty participation in convocation

Committee Chairs

- Governance: Recommended changes to SACS documentation for academic freedom and faculty governance standards. Subcommittees:
 - Faculty Evaluation of administrators: Working on new survey for Spring 2016
 - Policies subcommittee: Drafting reduction in force policy to be forwarded to senate at future meeting

- Promotion and Tenure: Revising guidelines not approved before start of current cycle so changes will not impact current candidates; Changes presented to senate and then for faculty vote this fall

Special Orders

- Mr. Chris Melcher welcomed as new GRU General Counsel
- Chair made plea to fill two senate positions
 - Parliamentarian – Dr. Ray Whiting stepping down after dedicated service
 - Ombudsmen—GRU will support travel to attend national training for this role
- USG Faculty Council voted to approve resolution on presidential salaries and faculty compensation to present to Board of Regents
- See attached file of resolution

New Business

Dr. Ray Whiting presented on Robert's Rules of Order for conducting faculty senate meeting. See attached copy of presentation

The next Senate meeting is on the Summerville campus in the JSAC Ballroom on September 14 from 5:30pm-7:30pm. All faculty are welcome to attend. The Faculty Assembly is on the 17th at 5:30pm at the Alumni Center, where new faculty will be introduced and the Libraries will have several new librarians who will be introduced. Please plan on attending. Food will also be served.

Appendix II: September 14, 2015 University Senate Meeting