

Library Meeting Minutes – July 22, 2014
Prepared by Fran Rosen

Present: Stacy Anderson, Rick Bearden, Ann Breitenwischer, Scott Garrison, Mari Kermit-Canfield, Gary Maixner, Leah Monger, Kristy Motz, Fran Rosen

Rick chaired the meeting in Melinda's absence.

Announcements:

- Kristy sent out an invitation to the liaisons to meet new faculty. The FCTL said they've received 54 RSVPs. There is growth to support the MSW and the new programs in Public Health.
- Rick will send a general invitation for feedback on the webpage changes. Once it is finalized we will need to move the look & feel to Springshare.
- Scott distributed the list of major initiatives from Academic Affairs. He welcomes questions & feedback.

Professional Development support:

Scott asked for feedback on Professional Development support. For academic year 2014-2015 he can allocate up to \$2000 for each faculty librarian. He said some people go over their allotment & some go under. He asked if we should have a faculty committee to approve requests. Group webinars are funded from a different pot of money.

Several people said they didn't think a faculty committee is necessary, but that there should be some kind of appeals process if a request is denied. The current travel policy is good and has clear guidelines, these can be revised if necessary. We need to communicate so the library isn't left understaffed. Also, Scott might want to propose a modification to the guidelines to tie professional development to the strategic plan. This could still allow faculty to broaden their understanding and prepare to undertake new areas of work, while making sure that we are working within a plan.

Scott asked about percentages – currently faculty are reimbursed at 80, 90, or 100 percent depending on various criteria. Reimbursement at anything other than 100% creates a lot of work for faculty and for Josie. It isn't clear that the extra 10% for presenting is enough of an incentive to matter. After some discussion, Rick suggested that Scott determine what changes he would like to see & send the proposal out to faculty.

Scott also asked what is the best way for librarians to report on what we've learned at conferences and meetings. Many people like the short reports at the all-FLITE meetings so we should keep them. But there should also be opportunities for more in-depth discussion. We should find ways "to broaden out the doorway meetings" that occur when someone has returned from a conference. We could do more brown bags. We could set up a regular schedule. We could also schedule them in advance when a conference is coming up that several of us will go to (like ACRL).

Organizational Structure

Scott asked for thoughts or reactions on the sessions with Tara Fulton. Comments included appreciating how she worked to bring all the groups to a more common understanding, appreciating how well she kept a sense of balance and viewed the organization structure as a way to do what you want to do (but you still have to figure out what you want to do), and appreciating her different way of thinking. Ann asked about a written report & Scott said he would ask Tara for one that could be shared with all faculty & staff. There is also a recording of the report she presented to the group. Scott would like to have her back and she is willing to come back.

Scott next talked about looking at the bigger picture: where do we want the organization to go? He went through the exercise of taking the answers that he got when he asked what are the characteristics of the organization we should have at FLITE. He brought copies of the list he compiled & asked what he missed? Things mentioned were follow-through, realizing that work-flows can change quickly, “trust” – meaning you shouldn’t need to look behind you, giving people the benefit of the doubt & not assuming bad intentions, respect, not taking things personally.

Stacy suggested that we have some workshops on how to have a thick skin & how to take feedback well.

We also talked about the Dean’s role. Sometimes people question Scott’s motivations and wonder what he really thinks. Scott brought up his “brainstorming.” He does give notice that that’s what he is doing, but Mari suggested that he should encourage other people to participate in the brainstorming. Maybe he could ask a question & then stop to see what others have to say.

Scott handed out a matrix of home areas and specific work group assignments. He also handed out an attempt to group library work areas into functional groups. He feels that some library core values will be associated with specific groups (Access, Teaching, Research) while others underlie everything we do (knowledge, learning, service). Leah pointed out that all of the functional groups have people with roles in other groups so the functional groups should be included in the column of work groups. Ann brought up Discovery and Stacy brought up Assessment.

Scott talked about how he sees the organization and he said he imagines a big chunk of arrows in the middle connecting people & areas. He is working on “what are the roles.” He said we need to have a faculty vote on what to do with Randall’s position. He said each functional group will require leadership. He will come up with some scenarios.

All of the documents should be available on the J Drive.