LFPA Committee on Research & Scholarly Activities
October 4, 2011 meeting

Present: Currie, Leon, Rathmel, Rosenblum (LFPA Exec Liaison), Wenger
Absent: McCray-Pearson (another meeting conflict)

Establish Note taker: Lars will take today’s.

Purpose of this meeting: Review charges.

Handouts: None

Review/approve previous meetings minutes None (1st meeting of FY12)

Previous meetings’ Action items:

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<th>What</th>
<th>Who</th>
<th>When</th>
<th>Update?</th>
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<tr>
<td>None – first meeting of FY12</td>
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Agenda: [list items; include time allotted and who will lead discussion]

CRSA FY12 members:
Lars Leon, 2010-2012
Joyce McCray-Pearson, 2010-2012
Angie Rathmel, 2010-2012
Lea Currie, 2011-2013
Tara Wenger, 2011-2013
Brian Rosenblum, LFPA Exec Liaison, 2011-2012

Brian shared comments on what LFPA have been talking about related to CRSA:
- Faculty status for librarians and what the Provost might want to do about that and what we might do. CRSA is not being asked to do anything at this time. LFPA is considering types of data to gather if the topic arises. Two possibilities:
  - Denise Stephens collected research profile data. Nothing has been done with that data. Someone should see what we should do with that data.
  - Look at ways in which we can articulate what library faculty is doing with their research and what the impact is.
- Look into ways to help LFPA members get skills to do evidence-based research.
- Look into ways we can share experiences and projects about what types of research staff are doing. Host programs to make research more visible.

Select Chair, Secretary
- Angie volunteered to be Secretary.
- Tara will think about being Chair.
- Lars used the same template as LOSDC and Lib Assessment. CRSA members can review these notes to see if they are okay to use.
- Secretary responsible for sending notes to Carmen as LFPA secretary.
Note on Brian’s role as liaison:
- Brian’s - As the LFPA Exec Committee Liaison to the committee, Brian Rosenblum is your primary contact with the LFPA Exec. Your LFPA Exec Committee Liaison is expected to provide regular/frequent reports back to LFPA Exec regarding the work of the committee. Please let him know soon if there are any questions about the membership or charges. (from LFPA Chair)
- Carmen Orth Alfie responsible for updating CRSA web pages

Lars provided info on two main sources of research funds CRSA decides on:

Library Research Funds (LRF)
- FY12 budget= $7,000 (+$222 to cover Ghouse project of $222 approved in FY11 but expended in FY12)
- Already approved in FY12 (by Rathmel, Leon, McCray-Pearson since full CRSA not yet appointed)

GRF Funds (Background info from Lyn Wolz document (Lars will email CRSA members)
- The money that funds the Libraries’ GRFs actually comes from the Faculty Senate Research Committee and is administered by KUCR.
- The chair of CRSA should receive a letter from KUCR by the end of November giving the amount of GRF money allocated to the Libraries.
- Deadline usually first Monday in March within the KU Libraries. CRSA then reviews and makes a decision.

Reviewed charges (listed at the end of notes from this meeting)
Meeting adjourned.

Actions:

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<tr>
<td>Schedule monthly meetings (will include Brian on calendar and include him as needed)</td>
<td>Tara</td>
<td>By next week</td>
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<tr>
<td>Review guidelines for disbursement</td>
<td>CRSA members</td>
<td>By next meeting</td>
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<tr>
<td>Review 3.3.9.3 document on CRSA website</td>
<td>CRSA members</td>
<td>By next meeting</td>
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<tr>
<td>Update LRF instructions to reflect new contact and other edits suggested by CRSA.</td>
<td>All review and send edits to Angie</td>
<td>By Friday</td>
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<tr>
<td>Send reminder to kulib-l about LRF funding available now after LRF instructions</td>
<td>Tara</td>
<td>Next week</td>
</tr>
<tr>
<td>Find out if someone else in LFPA is looking into what happened to research data Denise collected</td>
<td>Brian</td>
<td>By later this week</td>
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Parking lot
- Schedule two sessions a year for people who receive grants to present on their research to other staff.
- Send out announcements on presentation ideas+
Committee on Research & Scholarly Activities

Standing Charges
3.3.9.1 The Committee on Research and Scholarly Activities (CRSA), in keeping with the Libraries’ mission, shall encourage, promote, and support research and scholarly activities of the members of the Library Faculty and Professionals Assembly.

3.3.9.2 The Committee on Research and Scholarly Activities shall establish and review, on an annual basis, guidelines for the disbursal of funds received from the Dean of Libraries for scholarly pursuits. The Committee shall allocate these funds based on those guidelines. The Committee shall also administer the University’s General Research Funds based on the established criteria.

3.3.9.3 The Committee on Research and Scholarly Activities shall compile and maintain documentation on the Libraries’ requirements for research and scholarly activities. The Committee shall review this documentation and update it annually to reflect the current faculty requirements. This documentation shall be made available to all Library Faculty members.

3.3.9.4 The Committee on Research and Scholarly Activities shall be composed of five members from the Library Faculty and Professionals Assembly to be appointed by the Executive Committee, three of whom have the requirement to engage in research and scholarly activities as part of their professional assignment. A reasonable effort will be made to appoint members who represent the various ranks of faculty as well as the different units of the Libraries. (from Code & Bylaws, http://lib.ku.edu/lfpa/LFAcode_2009jun.pdf)

3.3.9.5 Committee members shall serve two-year overlapping terms. The committee members shall select a presiding officer and a recording secretary.

From http://www.lib.ku.edu/lfpa/CRSA/crsa_charges.shtml