LFPA Fall Assembly  
October 26, 2011  
10:00-11:30 am, Watson A&B

Present:

Handouts
- Open Access Week flyer
- KU Libraries Faculty Research Profile 2006-2010 (Denise Stephens’ April 23, 2011)
- Timeline of University of Kansas Faculty Status for Libraries (Amalia Monroe-Gulick and Sarah Goodwin Thiel)

Welcome new members since April 2011
- Kim Glover, although not a new LFPA member, was hired to a new tenure track position as Instructional Design Librarian.

Minutes from LFPA Spring Assembly April 21, 2011 – approved as posted

Announcements
- Open Access Week Oct. 24-28, 2011 – pick up a flyer on this week’s events.
- As Chair of LFPA, Sarah Goodwin Thiel is the Open Access liaison to the library faculty.
- Changing for Excellence town hall meeting – Nov. 7th 9-11.

KU Libraries Faculty Status
- Amalia Monroe-Gulick and Sarah Goodwin Thiel reported on their investigation into the history of faculty status for Librarians at KU. (See handout, Timeline of University of Kansas Faculty Status for Librarians).
- Tami Albin noted that a local chapter of the AAUP is becoming active again at KU. A professor in American Studies is organizing the chapter.
• LFPA Exec plans to continue this conversation and intends to hold an open meeting before the holidays.

Remarks by Dean Haricombe
• Faculty status report – Faculty status is not in question. It was not a part of the Huron consulting process and there is continued support for Librarians at KU to have faculty status. --Understanding the history of faculty status here at KU is a good thing and we should continue to think about what it means to be a faculty member and our work as library professionals.
• Reviewed faculty research at KU using a PowerPoint presentation and referenced the report by D. Stephens, KU Libraries Faculty Research Profile
  o Highlights included: according to the Research Profile, upward trend in the yearly research output; greatest obstacle to conducting research was finding time to do research; “Proceeding and Conferences” greatest types of output category.
  o This is important information to consider as we move forward with strategic planning to build skills and competencies to conduct research.
  o Questions raised by Dean included:
    ▪ How will we accommodate those that want to do research, while others do not wish to conduct research?
    ▪ Does the report assess all the different ways librarians participate in scholarly output? Are we short changing other work that should be considered scholarly output? Are the output categories used in the assessment survey still relevant?
• Merit increase updates – happy news – merit increases will be awarded starting with the January 6, 2012 pay check. This is not a cost of living increase. Merit will reward excellence as noted during the past three years. Since we had no increases from 2008-2010 the Provost will allocate two funds – the first to be disbursed to all employees based on merit and the second fund distributed to a maximum of only 25% of the staff for “super merit”. The 25% maximum is the same for each school. – Each staff member will receive a letter from the Dean about their merit. Note: University Support Staff will receive a $500 cost of living increase. Some may receive an additional increase for superior performance. Staff members appointed to a “new” position on or after March 1, 2011 are not eligible. –Please direct any questions to your assistant Dean. If the merit process determines more than 25% are superior Lorraine and Sharon have identified funds to accommodate to ensure a fair and equitable allocation.
• Strategic planning process will be launched next week. The process will model the Provost’s strategic plan. All are encouraged to talk to supervisors and volunteer, if interested. There will 18-24 people appointed to the committee. In addition to the steering
committee there will be plenty of opportunities to be involved. The first meeting is set for
Nov 3rd from 3-6 and there will be food. The plan is to get things moving before the holidays
and the goal is to have a completed plan around July 1st. Updates on the process will be
posted regularly.

• Open access week – the Dean encouraged participation in the various events plans for Open
  Access Week.

• Dean’s Exec is considering equity and salary compression issues – recommendations have
  been accepted by the dean and approved by the provost’s office – equity adjustments will
take effect in the January 6 paycheck.

• Faculty staff hires – Search for E-sciences Librarian is underway. No further communication
  about faculty requests has taken place since the summer but Lorraine hopes to hear more
after the Huron business case plans are announced. Lorraine has offered the library as pilot
for the Digital Measures system selected to track research activity and measure research
engagement. The Music School is currently a pilot department for implementing this
system.

• Post tenure review – this is being considered by the university – something we need to
  move forward on.

• Annual evaluations – Mike Broadwell was asked to review the whole evaluation process –
gaps were noticed in the paperwork held in the files. Mike Broadwell will develop a
checklist to make sure the Admin Office has complete files and to have secure digital files in
place.

Updates on standing LFPA Committees – The LFPA provided the following updates. There
were no follow-up questions or comments from the Assembly.

• Unclassified Professionals Committee – will hold a professional development event in the
  Spring, and has started looking into the promotion structure for unclassified professionals.
  Chair - Letha Johnson
  Secretary - Micki Lubbers
  3rd Member - Brad Engelbert
  (LFPA Exec Liaison - Mary Raple)

• LCPT – is currently reading two promotion files and will read one PTTR file later this fiscal
  year
  Chair – Judith Emde
  Add’l members – Geoff Husic, Tami Albin, Deborah Dandridge and Keith Russell
  (LFPA Exec Liaison - Sarah Goodwin Thiel)

• Salaries and Benefits – after holding its first meeting, the committee stands as follows:
  Chair – Jon Guillian
Add'tl members – Julie Buchsbaum and Becky Schulte  
(LFPA Exec Liaison - Sarah Goodwin Thiel)

- CRSA - Libraries Research Fund (LRF) has $7,000 available for faculty and full-time unclassified professional staff. In addition, faculty can apply for funds the General Research Fund (GRF) additional money from KUCR. Deadline is March 1, 2012.

  Chair – Tara Wenger
  Add'tl members – Lars Leon, Joyce McCray-Pearson, Lea Currie and Angie Rathmel  
  (LFPA Exec Liaison – Brian Rosenblum)

- PRC – finalizing membership
  LFPA members – Judith Emde, Wade Garrison and Kim Glover
  KULSS members - Molly Altman and Andi Back  
  (LFPA Exec Liaison – Sarah Goodwin Thiel and KULSS Exec Liaison – Robert Szabo)

- Nominating and Balloting – holding first meeting this week.
  Members – Amalia Monroe-Gulick, Julie Petr and Shifferaw Assefa  
  (LFPA Exec Liaison – Amalia Monroe-Gulick)

- Code and Bylaws – committee has not yet met
  Members – Kathy Graves, Marianne Reed and Sara Morris  
  (LFPA Exec Liaison – Carmen Orth-Alfie)

- Sabbatical – One faculty member applied for sabbatical leave for FY13. We completed our review and sent comments to the dean earlier this month. The committee will hold a panel discussion on sabbaticals on March 15, 2012 from 2-3 PM.

  Chair - Whitney Baker
  Add'tl members – Susan Craig, Kathy Graves  
  (LFPA Exec Liaison – George Gibbs)

Updates from LFPA members of university committees

- Faculty Senate -- Lea Currie, Fran Devlin, Julie Petr and Sara Morris are serving on Faculty Senate this FY. LEA – Lea was asked to serve on Faculty Senate committee to conduct a survey on post tenure review.

- Faculty Senate Research Committee -- John Stratton is currently a member of FSRC. This fall, the FSRC specifically reviewed the software program called Academic Analytics, which uses commercially available programs to compile information regarding KU faculty scholarly output and productivity. The purpose of this kind of compilation is to allow administrative staff to compare units from similar institutions. FSRC will submit a final report to the Faculty Senate Executive Committee this month. -- In addition the FSRC is also reviewing guidelines and procedures related to General Research Funds that are distributed to academic units across the University (including the Libraries).
• Academic Computing and Electronic Communication (ACEC) -- Sara Morris is on Academic Computing and Electronic Communication (ACEC). ACEC has only met once (October 24th). They reviewed charges and were given an update of Huron related materials to IT from Julie Loats.

• Senate Planning and Resources Committee -- Brian Rosenblum is on the SPRS which is yet to hold the first meeting for the FY. There is nothing to report at this time.

• University Promotion and Tenure Committee -- Susan Craig – Is in her last year of service on UCPT and she encourages librarians to volunteer for UCPT when University Governance makes the annual solicitation for governance committees in the spring.

• Unclassified Senate -- Unclassified Senate -- Roberta Woodrick, member of USC, reports that recently the UCS had a good meeting with Huron Consulting. – The UCS will be organizing another Mini Wheat State Tour in the spring. – The USC is also involved in organizing the 2nd Annual Leadership Summit, Spring 2012.

Evaluation and Merit Review Ad Hoc LFPA Committee –LFPA Chair read the draft charge and called for volunteers.

[The Evaluation and Merit Review] Committee will investigate different evaluation forms to be used by Faculty and Unclassified Professional Staff. Evaluation forms from other institutions will be reviewed, evaluated and identified. Of particular interest will be the Student Success evaluation form discussed in DC Exec. This committee is also charged with investigating the development of a Merit Application form and process. Recommendations will be reported to LFPA Exec. Recommendations will be finalized by January 17, 2012. Any implementation of these forms is tentatively set for fiscal year 2012/2013. Membership will consist of 5 members.

Discipline Expectations and Academic Ranks Review --Because the current Discipline Expectations document was approved and signed into effect evaluation year 2010, the review of this document does not have to take place until the end of the fiscal year 2012/2013. Consequently, development of the Discipline Expectations and Academic Ranks Review Ad Hoc LFPA Committee will be postponed until next year.

• LCPT reported the forms are working well right now. No call for review at this time.

Meeting adjourned – 11:07 a.m.

Submitted by Carmen Orth-Alfie