**LFPA Executive Committee, Fiscal Year 2011-12**

**Meeting Minutes:**
Date: Nov. 30, 2011  
Time: 3:00-4:00  
Location: Watson 455  
Approved:

Present: Sarah Goodwin Thiel, Nikhat Ghouse, Amalia Monroe-Gulick, Carmen Orth-Alfie, Brian Rosenblum, Mary Raple, Kathleen Ames-Oliver (guest)

Absent: George Gibbs


**Actions from November 2nd meeting:**

**Fall Assembly**
- Carmen -- complete minutes and send to Sarah for first review - DONE
- Sarah -- share draft of minutes with the Dean to clarify her “merit increase” discussion - DONE

**Evaluation and Merit Process Ad Hoc Committee** - DONE
- Sarah-- determine if Shannon or Mike will be ex-officio – Shannon will be asked - DONE
- Nikhat – call the first meeting in the next couple weeks - DONE
- Nikhat – reword charges to clarify implementation date being for the calendar year, not the fiscal year - DONE

**LFPA Exec task force on “faculty appointment”**
- Sarah – contact Kathleen Ames-Oliver to discuss ideas for LFPA Exec to approach the topic of “faculty-ness” to get to the goals of why is important to have the conversation and what we will gain by having an open meeting -DONE

**Notes:**

**LFPA Exec task force on “faculty appointment”**

- Kathleen Ames-Oliver joined our meeting as a facilitation advisor to contribute to the discussion on how to prepare a broader productive discussion with LFPA.
- Group began planning process discuss with question “Why is it a difficult issue to discuss?”
- Decided to ask, “What is the ideal we are seeking as faculty librarians?” LFPA will then work to create an identity or a brand for library faculty, one that is defined not by our discipline criteria, but by our value to the university.
- Frame the discussion to explore how we might approach the creation of an external review and/or post-tenure review.
- Decided to conduct several small focus groups for library faculty and unclassified staff rather than one open meeting. Considering 6-10 in a group (3-4 groups). Have separate focus groups for faculty and unclassified.
- Outcome of the focus group investigation will be a summary report and recommendations for next steps.
- Open LFPA meeting will be held after the focus group work has been completed.
- Information need—what criteria is used to determine employment appointment type.

**Actions from November 30th meeting:**

Review 11/2/2011 minutes online and provide comment.

LFPA Exec task force on “faculty appointment”
  - Formalize plans for focus groups at 12/14/2011 Exec meeting.

**Next Meeting:** scheduled regular meeting Dec. 14, 2011