ULFO Meeting
February 6, 2003
UL1116
1:00 – 2:30 pm

Present: Jim Baldwin, Polly Boruff-Jones, Brenda Burk, Billie Clements (guest) Todd Daniels-Howell, Emily Dill, Randall Halverson (Chair), Kathleen Hanna, Joe Harmon, Dolores Hoyt, Fran Huehls, Martha McCormick, Julie Moline, Ann O'Bryan, Bill Orme, Kevin Petsche (Secretary), Tony Stamatoplos, Mary Stanley, Randi Stocker, Stephen Towne

According to the ULFO Bylaws, Article IV, Section C, a quorum was present.

Business Meeting:

I.   Randall called the meeting to order at 1:00.

II.   Mary Stanley moved that the minutes from the August 12, 2002 and the October 22, 2002 meetings be accepted; Brenda Burk seconded the motion. The motion passed without dissent.

III.   Announcements

   a. Brenda announced that Special Collections and Archives collection of IUPUI photographs is now available online at http://indiamond6.ulib.iupui.edu/IUPUIphotos/.
   b. Kevin announced that IU Librarians' Day will be held here at IUPUI on Friday, April 25. Details will be forthcoming. He is on the planning committee.
   c. Tony said that the Primary Peer Review Committee (PPR) was busy reviewing the annual reports of un-tenured librarians. He also said that some people had not yet turned in their reports and that they should get them in immediately.
   d. Randall reminded us that the Indiana chapter of the Special Library Association is sponsoring a Round Robin Resume Review for SLIS students and others seeking employment. It will be this upcoming Thursday, February 13 at 6:00 pm at the Pike Library.
   e. Polly will be on sabbatical from February 17 to March 4. She will be in on Wednesdays during this period and at other times to work the reference desk.
   f. Mary reminded subject liaisons that there's a big pile of Dewey books in the Acquisitions area that needs to be gone through.
   g. Dolores said that on Saturday, March 15, four librarians from Russia will be visiting the University Library. There is still a need for housing for

some of these visitors. If interested in hosting one of the visitors, contact Zoya Golban, who is a former University Library employee.

h. Stephen announced that the complete run of The Sagamore has been microfilmed and is now available in Special Collections. Also included in this collection are the two previous titles to The Sagamore, which are Onomatopoeia and the Component back to 1964. IUCAT will reflect this collection next week.

i. Ann informed us that the Search & Screen committee had received over 20 applications for a cataloging librarian position. The pool is a strong group. All resumes received by February 15 will be given consideration.

j. Bill informed us that Bill Plater is putting together a financial planning committee. He reported that David wasn't concerned about the lack of library representation on it.

IV. Reports from ULFO Committees
   a. Primary Peer Review—See Tony's announcement above.
   b. Research Leave—Kathleen informed us that the committee had okayed two research leave applications, one for Martha McCormick (for the previous fall) and for Polly Boruff-Jones (see Polly's announcement above).

V. Change in ULFO Bylaws
   a. The Bylaws Committee forwarded the following text for addition to the ULFO Bylaws, Article II, Section D which reads:

Part-time Librarians are not members and thus may not be considered for the determination of a quorum, making or seconding motions, voting for proposals, voting in elections or serving as chairs of committees. Part-time Librarians are invited to attend meetings and work on committees of the ULFO. Part-time Librarians' involvement in the ULFO within normal working hours is subject to the approval of their team leader, although engagement with the ULFO may be maintained outside of said normal working hours.

   b. Discussion ensued as to exactly what a "part-time" librarian is and whether this wording was appropriate for the intention of the proposed change.
   c. It was decided to send the proposal back to the committee for wording change.

VI. Mentoring
   a. Mary wanted to get an idea if the organization felt that the mentoring of un-tenured librarians was working and worth keeping.
   b. More than a few in attendance noted that they weren't even sure there was a mentoring program at the University Library. Also, some wondered who their mentors might be or if they might be mentors themselves.

    c. It was mentioned that the mentoring program is being discussed at the campus level as part of the ongoing evaluation of the promotion & tenure process.

    d. Mary is going to post a list of mentors and their advisees on the Administrative Support intranet site.

VII.   ULFO Web Site

    a. Discussion continued about a tabled item from the October 22, 2002 meeting which raised the idea of moving the ULFO web pages from a secured site on the University Library's intranet page to a publicly accessible site.

    b. The idea of doing this is because potential candidates for librarian jobs do not have an easy way of accessing information about the organization or about the promotion and tenure process.

    c. It was noted that other faculty organizations do have their sites unrestricted, though these tend to be representative organizations of faculty units and not the units themselves.

    d. Concern was raised over the appropriateness of publishing the organizations minutes and whether this will impede frank discussions.

    e. It was also noted that the organization is a public body and that anyone who wishes to attend the meetings must be allowed.

    f. Martha moved that the ULFO's web site, including meeting minutes, be moved from the intranet to a publicly accessible site. Brenda seconded the motion.

    g. The motion passed by a vote of 11-6.

VIII. Presentation/Discussion on Research by University Library librarians

    a. Bill and Tony led a presentation based upon their experience doing research. The following points were raised in the presentation:

        i. Librarians should research a question they're really interested in.

        ii. They should think about what they really want to find out regarding the research question.

            1. This will impact methodology, instrumentation and the project population.

        iii. Networking is very important

            1. There are many good people on campus and off who are great resources.

            2. There is a lot of guidance for novice researchers, such as <u>How to Design and Evaluate Research in Education</u> by Jack R. Fraenkel and Norman E. Wallen. The UL has copies of the 2nd & 3rd eds.

            3. This is also important for the publishing of the results.

        iv. No matter how well the project is planned, there will be unforeseen glitches.

        v. Great attention needs to be paid to the campus human subjects process.

        vi. Research doesn't have to be synonymous with doing a survey.

vii. Attention should be paid to whether quantitative or qualitative questioning is utilized.

viii. Don't let others talk you out of (or intimidate you from) pursuing your research.

IX. Randall adjourned the meeting at 2:40 pm.