**University Library Faculty Organization (ULFO) Minutes**

**February 4, 2016**

**Members present:** Willie Miller (Chair), Sara Lowe (Secretary), Tina Baich, Todd Daniels-Howell, Eddy Gonzalez, Randall Halverson, Kathleen Hanna, Fran Huehls, May Jafari, Jenny Johnson, Yoo Young Lee, David Lewis, Katharine Macy, Bronwen Maxson, Paul Moffett, Ann O’Bryan, Jere Odell, Bill Orme, Kristi Palmer, Caitlin Pike, Eric Snajdr, Stephen Towne, Angela White

**Welcome and Call to Order**

The meeting was called to order at 1:00PM.

**Approval of Minutes from January 7, 2016 meeting.**

Minutes were approved.

**Call for New Business**

None.

**ULFO Committee Reports (if needed)**

* Primary Peer Review > Stephen Towne – The first meeting to discuss annual reports today at 2:30.
* Bylaws & Nominating > No Report
* Professional Leave & Awards > Jenny Johnson – The committee is reviewing the Trustee’s Teaching Award next week. Two people are eligible.

**Faculty Council Report (Tina Baich)**

* Faculty Council was Tuesday (2/2).
* Chancellor talked about diversity initiatives – there will be focus groups formed on a variety of issues such as faculty retention, and one for Latinos.
* There is a Town Hall meeting on Feb 15.
* There will 8 task forces total looking at diversity issues.
* Campus conversations – budget conversations happening Feb 24 and 25.
* Technology Committee – gave report – about ongoing discussion to alternatives to Oncourse for project sites. The committee was informed that UITS is looking at Google Apps for education.
* Report on campus safety.
* Campus internationalization program has produced a white paper. For more information see the International Affairs website.
* Staff Council is sponsoring a staff development mini-conference on June 7.

**Chair’s Report**

* Canvas site has ULFO documents where we store and manage things. Kindra has suggested another folder for library admin documents that would live in the canvas site. Kindra suggested this could be something she or someone in admin manages for ULFO. What does ULFO think of that?
* Kathleen Hanna asked: Could we link to documents in intranet? A: Maybe but at present we’re not sure of the state of the intranet.
* Tina Baich asked: Would that create confusion over what ULFO does vs what admin does?
* Bronwen Maxson noted that this seems outside scope of ULFO – not sure she’d think to look in the Canvas ULFO site for admin documents.
* David Lewis suggested that Willie and Kindra could meet and sort it out.
* Bill Orme wondered the opinion of ULFO. Faculty vs. administration. What is ULFO for? What is the relationship to administration? This proposal would alter that relationship.
* Willie will explore and report back at next meeting

**Report from Library Administration (David Lewis)**

* Tina went through a lot of things he was going to report.
* Nasser, the task forces he’s created are producing reports that are being acted on.
* African American recruitment and retention report was brought to administration. They are looking for money for programs.
* Diversity – consultant from last week. The office of equity, diversity, inclusion was very impressed with library diversity efforts in this area.
* Issues around staffing.
  + Caitlin Pike is now in a tenure-track position from visiting.
  + There are 2 librarian searches
    - Health Sciences Librarian who will have liaison responsibility for Public Health and Health and Rehabilitation
    - Metadata Librarian.
  + Technology position – replacing Adam. Some responsibilities will be modified and the position is expected to be posted in the next couple of weeks.
  + Also a position in Access Services, the position Paul had before he became Head of Access Services.
* Budget hearing was a week ago. This was the individual hearing. There will also be the cluster conversations, where a large number of people talk about what they want.
  + There is still the 2% salary increase, where the library needs to come up with 1% of that total. If we need to come up with 1% - we’ll take money out of materials fund. David has argued that if this always happens, then eventually you run out of choices.
  + Request for $50,000 for digital preservation program. This was also requested last year but didn’t go through so they are trying again.
  + Won’t be an awful year, but may be an OK year.
* Eddy Gonzalez had a question about the diversity task forces. How much time is spent on those? A: The African American program had a report within about 6 months. Upcoming task forces include the Latino student task force. Some groups are looking at climate (physical campus, etc).
* Willie Miller had a question about non-gendered bathrooms in library? A: This came out of LGBTQ concerns and the campus moved quickly. Every restroom with one fixture – those would be gender neutral. The library has 3, one in the admin suite and 2 across from Willie, Katharine, and Randall’s offices. To-date nothing has been done. There are concerns in the library about the homeless population and use of single fixture restrooms. Ann O’Bryan wondered about the Campus Center, if they have had issues with homeless and restrooms. Willie Miller noted that the admin suite closes at 5. To have a gender neutral restroom in there calls people out on their situation.

**Meeting adjourned:** 1:28PM