A regular meeting of the Faculty of the University of South Carolina Libraries was held on Thursday, January 17, 2019 at 2:34 p.m. in Thomas Cooper Library, Room 204. The Presiding Officer and Secretary were present. The minutes of the last meeting were approved without amendment.

On behalf of the Ad Hoc Bylaws Revision committee, Ms. Snediker moved that “the Constitution and Bylaws of the Faculty of the University of South Carolina Libraries (Revised April 2017) be amended so that Article V, Section A reads as follows: The quorum requirement for the transaction of business is 25 members or a majority of all Faculty, whichever is fewer. A majority is defined as more than half of all the members of the Faculty, as described in Article III.” The motion was adopted following debate.

Tellers’ Report*

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
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<tbody>
<tr>
<td>Number of Votes Cast</td>
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<tr>
<td>Necessary for adoption (2/3 majority of those present)</td>
<td>29</td>
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<td>41</td>
</tr>
<tr>
<td>Votes against</td>
<td>2</td>
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*Due to a clerical error, the tellers’ report given at the meeting was inaccurate. The correct figures are shown above.

On behalf of the Ad Hoc Bylaws Revision committee, Ms. Snediker moved that “the Constitution and Bylaws of the Faculty of the University of South Carolina Libraries (Revised April 2017) be amended so that Article VI and Addendum: Library Faculty Standing Committees, Sections B and C read as follows:

ARTICLE VI

NOMINATIONS AND ELECTIONS

A. General elections for all offices and committees, including Faculty Senate representatives, shall be held during the March meeting. Should a vacancy occur, the unexpired term shall be filled by special election. Special elections shall be conducted as necessary.

B. The Nominations and Elections committee shall conduct elections. The committee’s duties shall include the preparation, distribution, collection, and counting of the ballots. Voting for elections shall be by written ballot.

C. Nominations shall be submitted to the Secretary for inclusion on the ballots at least ten working days prior
to the election date. Any eligible member may make a nomination. The Secretary shall contact nominees for acceptance of their nominations and distribute the list of nominees with the agenda for the next meeting. Nominations shall also be taken from the floor prior to voting.

D. The elections of officers and committee members shall be determined by a majority of votes cast. If no candidate has a majority after the vote, a second vote shall be cast with the two candidates receiving the highest number of votes constituting the ballot. Faculty Senate representatives shall be elected by a plurality of votes cast. The Presiding Officer shall announce election results.

E. In the event there is only one nominee for a vacancy after nominations are closed, the nominee may be elected by unanimous consent rather than a written ballot.

F. Elected terms for all Library Faculty officers and committee members shall commence on July 1, with the exception of terms of office on the Select Tenure Committee which commence on April 1.

ADDITIONUM: LIBRARY FACULTY STANDING COMMITTEES

B. NOMINATIONS AND ELECTIONS COMMITTEE

1. Purpose: The purpose of the Nominations and Elections Committee is to assist the Secretary with all votes involving written ballots.

2. Membership: The Committee shall consist of four (4) members of the Faculty at large and the Secretary. Members are elected by the Faculty at the regularly scheduled March meeting, with terms to commence at the start of the following academic year on July 1.

3. Term of Office: The term of office is three years, members may not serve consecutive terms, and the terms of office will be staggered.

4. Duties: The Committee shall:
   a. assist the Secretary in determining who is eligible to vote and/or run for office.
   b. provide a list of nominees of eligible faculty members for all elections.
   c. count ballots and report election results to the Presiding Officer.
   d. perform any other functions necessary for election of Faculty committees or officers as requested by the Secretary or Presiding Officer.

5. Restrictions: Any Committee member who is running for an office or committee position may not assist in counting the ballots for that particular office. Serving on this committee does not exclude any member from running for any other Faculty committee or office.

C. LIBRARY PROFESSIONAL DEVELOPMENT COMMITTEE
Mission:

The mission of the Library Professional Development Committee shall be to encourage and support faculty and staff development. Functions of the committee shall include such activities as coordinating and publicizing opportunities for development, encouraging and advising faculty and staff in their professional development, and working to provide assistance in the form of time and funding. The Committee shall especially seek to encourage and to assist in their development faculty who are on the tenure track. Through its policies and activities, the Committee shall strive to help the Library better fulfill its mission.

Membership:

1. The Committee will be composed of at least six members and may consist of as many as eight, with a maximum number of six faculty and two staff, each serving a three-year term. Faculty and staff positions will be elected in March, with terms of office commencing at the start of the following academic year on July 1.

2. Committee membership should strive for balance between public and technical services.

3. Committee members representing the library staff may be nominated by any library employee and will be elected by library staff.”

The motion was adopted following debate.

Tellers' Report*

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<td>Votes against</td>
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</tr>
</tbody>
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The report of the Professional Development Committee was received.

The report of the Ad Hoc Peer Review Examination Committee was received. Dr. Wilsbacher, reporting on behalf of the committee, elaborated on the written report previously distributed to the faculty. He noted that the committee would engage in investigative fact-finding by talking to peer institutions and other departments and schools at the University of South Carolina.

The report of the Ad Hoc Travel Implementation Committee was received.
Dr. Weisenburg moved that the Library Faculty change its customary meeting time to 1:00 p.m. on Thursday. The motion was approved by a voice vote following debate.

The report of the Dean of Libraries was received.

The report of the Secretary was received. The report distributed prior to the meeting contained an error. A revised report, corrected and updated to reflect the adoption of the motion to change the Library Faculty’s customary meeting time, will be distributed with the minutes.

A report on the December 2018 Faculty Senate meeting was received.

The report of the Director of Digital Research Services was received.

The meeting adjourned at 3:52 p.m.

Respectfully submitted,

Laura Litwer
Secretary
Report from Professional Development Committee for 1/17/19 meeting

The Professional Development Committee hosted a conference recap session on November 19th. Conferences discussed were:

- Charleston Conference
- Federal Depository Library Conference
- Society of American Archivists Annual Meeting
- South Carolina Library Association Conference
- Southeastern Research Sharing Conference

We are working on scheduling another recap session in the next month or so. Please let Shanna know if you are attending a conference or meeting in January of February that you would like to share information about. Also, please let Shanna know of any recent articles or news you think would be relevant for a brown bag session.
Members appointed: Greg Wilsbacher (Chair), Karen Brown, Amber Cook, Jessica Crouch, and Elizabeth Sudduth. The committee has met once so far. The first outcome of that meeting is the charge, agreed upon by all members and presented to Kathy Snediker.

Charge: The ad hoc committee will:

1. Investigate the effectiveness of supervisory input into the Library Select Tenure Committee’s Annual and Third-year Reviews;
2. Review the role of peer review within the library faculty tenure process.
The report of the Travel Committee:

Yesterday you should each have received an email confirming the amount you spent on travel for professional development thus far this fiscal year, as well as the approved amount you have remaining to spend. If you now plan to spend much more or much less than you originally estimated, please send me an updated estimate. You can simply respond to the email you received with the updated number.

If you have require support above the budget approved at the beginning of the fiscal year, recall that you can apply to the discretionary fund for additional funding.

Finally, we have not enforced this rule to date, but please also remember that documentation of participation in the conference is required for tenured faculty who requested the bonus budget.
The current presidential search is different from past searches. There is a desire for more transparency. The Board of Trustees will still ultimately determine which candidate is offered the presidency.

Provost Gabel will continue in her current position through the dates of May’s commencement exercises. President Pastides will continue in his current position through July 31. We might expect an announcement of an interim Provost sometime in March.

The Board of Trustees has not yet approved the hybrid budget model. They will likely table the matter until after the new president is hired.

Congratulations to Ms. Freeman and Ms. Wochner on being awarded tenure.

The Board of Trustees has not yet approved the awarding of Excellence Initiative grants.

Ms. Crouch’s proposed ArchivesSpace project received the highest rating of any Libraries’ Excellence Initiative proposal. Provost Gabel has agreed to provide $50,000 to support her proposed project. The Libraries are committing the other $50,000 necessary to fund the project.

The search for the Associate Dean for Technology is ongoing.
The next Library Faculty meeting will take place Thursday, March 21, at 1:00 in TCL Room 204.

Elections for the following positions will take place at the March Library Faculty meeting:

**Officers**
- Secretary (1-year term)
- Parliamentarian (1-year term)

**Faculty Senate** (2 seats)

**Committees**
- Libraries Select Tenure Committee (2 seats, only tenured faculty eligible)
- Peer Review Committee (3 seats, only tenured faculty eligible)
- Professional Development Committee (3 seats)
- Nominations and Elections Committee (2 seats)

To be included on the ballot, nominations must be sent to the Secretary no later than Thursday, March 7. Self-nominations are welcome.

Please see the Library Faculty Bylaws for additional information about the eligibility requirements and duties of each office and committee.
U of SC Faculty Senate

Meeting Minutes
Dec 5, 2018

Presiding: Marco Valtorta, chair
Next meeting: February 6, 2019 – Wednesday at 3 p.m. – Gambrell Hall/ Room 153

1. Call to Order

2. Corrections and Approval of minutes

Minutes from Oct. 26 and Nov. 7 2018 meetings approved

3. Invited Guests

Leah Moody, Chair of the Academic Affairs and Faculty Liaison Committee, Board of Trustees
Serving on search committee for new University President. You can ask her questions you want taken to the committee. You can also ask the chair of the committee. She is concerned about diversity. Marco Valtorta has her contact info.

Professor Jim Augustine, University Ombudsman
Has a one sheet report of the University Ombudsman. Also a longer report, available on the University Website. Ombudsman is a “confidential, neutral, and independent resource”, and is not a mandatory reporter. Common reasons to see him are conflicts in work relationships, career progression and development, promotion and tenure, etc. His cell number is on www.sc.edu/ombuds web page. Don’t email information because it is not confidential.

4. Reports of Faculty Committees

Senate Steering Committee: Only one vacancy on Senate Committees remains. Vacancies for less than a year were filled by appointment. Those that have more than one year voted on at end of meeting.

Committee on Curricula and Courses: 264 proposals (152 Arts and Sciences, 12 Business, 5 Education, 34 Engineering and Computing, 12 Hospitality, 11 Communications, 28 Music, 2 Nursing, 3 Palmetto, 1 Pharmacy, 1 Public Health, 3 in Social Work). Questions from chemistry faculty about an engineering class and its prerequisites. Proposal for that class tabled for next meeting. 263 proposals approved.

Proposal to change procedure about changing course description to break out pre-reqs, co-reqs, Carolina Core, etc. into another field. Change allows this kind of editing to be done by the register without going through Curricula and Courses Committee. Approved.

81 Courses to be approved for Graduate with Leadership Distinction inclusion.
Committee on Instructional Development: 4 courses for distributed learning approved.

5. Reports of Officers (This report was delivered before invited guests because of a scheduling issue)

President Pastides: Providing eulogy for funeral of Bob McNair (founder of McNair scholars program, which is restricted to out of state students) Provides for 20-25 fully endowed students from out of state per year.

Heading into legislative season: A Special senate committee has been convened to deliberate HEO (Higher Education Opportunity Act), which has identified increases in state revenue from taxes on online sales to fund higher ed. Would have been 125 million dollars last year (more than USC’s budget.). If successful money will be divided between all public universities in the state.

Participated in ribbon cutting at USC Beaufort Hilton Head Campus. Lit capstone building in November because we received a #1 ranking in sports science. Booker T. Washington. Auditorium has been renovated and added to the national register of historic places.

Provost Gabel: Internal grants are in process now with notice coming in the spring, contact Cheryl Addy if you have questions.

Second time for Winter Session. Started pilot last year through the On Your Time office as an online 3 week session. Last year seven courses were offered, which all filled, this year there are fourteen that were all filled.

A Beautiful Question Contest: Winning team from University 101, with a question about mental health services for undergraduate students. Prize was attending President’s pre-game tailgate and going on the field for pre-game.

6. Report of the Secretary: no report
7. Report of the Chair: New protocol is being finalized pertaining to faculty notification during building closures. University President Search Committee: Nov. 8 meeting was public, Nov. 30 dedicated to discussion of search firms.

8. Unfinished Business

Voted to fill Faculty Senate Committee vacancies by acclamation. One vacancy left on the Professional Conduct Committee.

9. New Business: none
10. Good of the Order: none
11. Adjournment
Introducing
Digital Research Services

Kate Boyd with Task Force: Amie Freeman, Stacy Winchester, Michael Weisenburg, Jean Clenney, Bill Sudduth
January 17, 2019
Survey, July – December 2018

- Charge and Task Force
- Benchmarking:
  - DLF eResearch webinar series
  - UT Knoxville visit and other phone calls to other institutions
  - Digital Library Federation conference
  - 5 ASERL webinars
  - 109 ARL Libraries’ web sites, lit review
- Needs Assessment:
  - CTE’s Oktoberbest survey
  - 3 faculty focus group (Humanities, Social Sciences, Sciences) and 1 Grad Students
  - USC web site review
  - Interviews and Discussions
Abby Smith Rumsey, former director of the Scholarly Communication Institute at the University of Virginia, describes DS as the

“use of digital evidence and method, digital authoring, digital publishing, digital curation and preservation, and digital use and reuse of scholarship.”
The Libraries should help students “think critically and communicate affectively regardless of media,” says Holly Mercer, AD at the University of Tennessee Knoxville Libraries.

Click [here](#) for an interactive version of this map to see data for your own neighborhood.

Chetty, Friedman, Hendren, Jones, and Porter, “The Opportunity Atlas, Mapping the Childhood Roots of Social Mobility. October 2018

Annotated Darkroom by Sasha Patkin, [https://www.annotateddarkroom.com/marxist](https://www.annotateddarkroom.com/marxist)

Georgetown University Digital Scholarship Showcase Winner
In 2022, we see a world where:

• Open Access is the predominant form of publishing;
• Research Data is Findable, Accessible, Interoperable and Reusable (FAIR);
• Digital Skills underpin a more open and transparent research life cycle;
• Research Infrastructure is participatory, tailored and scaled to the needs of the diverse disciplines;
• The cultural heritage of tomorrow is built on today’s digital information.

Findings

• ARL libraries:
  – Most have a Research Data Librarian and a Scholarly Communication Librarian
  – Half have well organized and advertised digital scholarship services spaces
  – Many have Data Vis Librarians and Digital Humanities, and new technologies like video and audio production, digital cameras to check out and patron scanning

• UofSC
  – Is a Silo-ed campus
  – does not think of the Library for tech needs
  – faculty want help with data management for themselves and their students
  – Faculty are interested in alternative publishing avenues and are concerned about paywalls
University Libraries’ Digital Research Services
Digital Research Definition

Data management planning, data creation or collection, data visualization and analysis, and data curation, preservation, and publication
Digital Research Services

Goals

• Assist faculty and students in the entire research cycle
• Assist the university with tracking and promoting USC research
• Prepare students for 21st century skills
• Improve access to technology on campus
• Work as a Team and Integrate with the Library as a whole
Scholarly Communication Librarian, Amie Freeman

Year One Goals

• Rework appearance of Scholar Commons
• Organize and promote open access services, including tools to discover and publish OA
  – Explore and pursue memberships with open access stakeholders and publishers
  – Provide library support for open foundational services
• Enhance support for Open Educational Resources
  – Pursue new partnerships and explore venues to support faculty publication of OER

Future Goals

• Support a variety of Open Access Journal platforms
• Manage and develop a grants program through the university for Open Access Journal submissions
• Continue to develop and increase outreach for the IR
• Gain support and recognition for efforts from the Office of Research
• Promote the universal ID, ORCID, to faculty and grad students
Research Data Librarian, Stacy Winchester

Year One Goals

- Increase number of research data management consultations and workshop offerings
- Identify and form partnerships with academic departments that have data-intensive course content and offer instruction
- Expand DMPTool Support by Creating boilerplate wording for DMPs and activating DMP Submission function within DMPTool to begin reviewing plans.
- Create online modules for DMP guidance, ICPSR, and Open Science Framework

Future Goals

- Comprehensive and active outreach to faculty and students
- Join the Data Curation Network
- Collaborate with DoIT to create and manage a data repository for USC faculty
- Actively partner with the Office of Research
Data Visualization Librarian Goals

• Data Visualization consultations, workshops, and online tutorials for faculty and students
  – Teach tools such as GIS, NVIVO, Tableau, and R
  – Help find data

• Engage with campus partners to make digital and scholarly data discoverable, accessible, and reusable
  – Work closely with Kevin Remington of Geography
Director of Digital Research Services, Kate Boyd

• **Learn and Study**: Continue to learning about Research Data Management, Scholarly Communication and OER, Data Visualization, new technologies, etc.

• **Communicate and Promote**

• **Collaborate**: Working as a team and with all of you
  – Now attending Space Team and Dept. Heads Meetings, invited to Liaison meetings, Communicating with Miranda, Sharon, and Beki on a regular basis
  – Continue to manage digital collections with Mēgan Oliver and Digital Collections Team
  – Straddling Special Collections and TCL – One Library
  – Encourage new partnerships on campus

• **Assess and Align**: our progress, campus needs, and ensure alignment with Library and University missions

• **Continue to investigate new opportunities** and ideas for supporting digital research on campus
  – Aspire III for equipment for new depart: Video/Audio production studio, VR library and room
Future Growth

• Work more closely with campus partners
• Digital Research Services Center space
• New technologies and hardware:
  – This year: Aspire III grant and video/audio production room
  – data visualization wall
  – Public book scanners
• Create jobs for students and new research opportunities for faculty
• Consider levels of digital archiving and publishing support by the Libraries
  • https://expansive.pubpub.org/pub/framework/content/638354cd-9d56-47b6-9b90-216ee77373be