Mr. Simmons called the meeting to order at 2:30 p.m.

Correction and Approval of the Minutes

The minutes were approved without amendment.

Reports of Administrators

Associate Dean of Administrative Services (Ms. Horton)

No report.

Associate Dean of Libraries (Ms. Gettys)

There was a lot of activity on the Liaison, Assessment, and Space teams this summer. The Liaison Team has refocused its charge, and its makeup has changed a bit. The team has been hard at work on their responsibilities and mapping their future.

The Assessment Team also refocused its charge. The new charge will be posted on the intranet soon. Ms. Palmer is now the chair of this team; the chairmanship will no longer rotate.

The Space Team will be starting a space assessment the week of September 18. Cooper’s Corner will be replaced by a Starbucks. The team has been working with university staff and Starbucks to determine how the new coffee shop will fit in the available space.

Information about teams’ activities, new charges, and annual reports should be available on their intranet pages.

There are some conversations going on regarding Excellence Initiative proposals, many of which have come from Libraries faculty. More information about the proposals that Ms. Gettys is helping to coordinate will be available soon. Dean McNally will discuss the Excellence Initiative in greater detail in his report.

Thomas Cooper Library is open 24/7, not the 24/5 schedule that was being considered last semester. However, floors 1 through 4 and the Mezzanine (except for the front study) now close at 9 p.m. on Friday and Saturday. They reopen at 10 a.m. the following mornings. Floors 1 through 4 are not accessible by
the elevators or the stairs when they are closed. Faculty with offices on those floors should talk to Tucky Taylor if they need to access their offices when the floors are closed.

**Introduction of New Faculty Members**

Following Ms. Gettys’ report, Mr. Simmons asked that new faculty members be introduced. Ms. Walker introduced Rebecca Denne, SCPC’s Special Projects Archivist. Ms. Snediker introduced Kristina Schwoebel, Research & Instruction’s Sciences and Computing Librarian.

**Associate Dean for Collections** (Ms. Bennett)

The Collection Development Team is revising their charge, improving communications with liaisons, reviewing how and why the Libraries collect print monographs, and starting to put in place mechanisms for doing more assessment and evidence-based decision making on collections.

Ms. Bennett’s recent collections and acquisitions work has included expanding USC’s participation in Scholars Trust, working with the Scholarly Communications Team to make open access materials more available to instructors, and looking at the endowments used for purchases for general collections. Ms. Shaffer is assisting Ms. Bennett with the latter effort.

Ms. Bennett has recently become a member of the PASCAL Board of Directors. She is involved with the group’s library shared services platform work. A RFP will be coming out for the shared services platform in the very near future. The next PASCAL town hall meeting will be from 10 a.m. to about 2 p.m. on October 5. It will be held at Phillips Market Center in West Columbia. There is no charge to attend, but attendees are asked to register on the PASCAL website. Lunch will be provided.

Li Ma, the new E-Resource & Serials Librarian, recently started. She is already doing important work.

**Reports of Special Collections**

**Irvin Department of Rare Books & Special Collections** (Ms. Sudduth)

The Irvin Department has four full-semester courses and one part-semester course being taught on-site with materials from the collection this semester, in addition to the regular library instruction sessions.

Staff are encouraged to tour the eclipse and “Weird Science” exhibits. Dr. Britton and Mr. Weisenburg will each be giving a talk on the Weird Science exhibit during Parents Weekend.

Ms. Crouch is processing collections and has begun the preparation for the next exhibition of material from Rick Layman’s John Dos Passos Collection.

**Moving Image Research Collections** (Ms. Heckman)
• 2 new full-time temporary employees on the Marine Corps Film project; one started this week (Matt Burrows); one will start next week (Nicole Arzu). They are training on film handling and the new equipment.
• Although we weathered the storm alright over the weekend, we are dealing with the usual ongoing facilities issues.
• Mark your calendars for Home Movie Day on October 21.

South Caroliniana Library (Ms. Bilderback)

All staff have now been moved out of the South Caroliniana Library. Some furniture still needs to be moved. The staff are settling in at their new locations, especially those in the Graniteville Room. Staff still have the same phone numbers. Mail addressed to SCL will find the staff.

South Carolina Political Collections (Ms. Walker)

SCPC’s two-case, eclipse-related exhibit, “Hollings and the Exploration of Space” is still up.

On September 7, David Ballantyne gave a talk about his book, *New Politics in the Old South: Ernest F. Hollings in the Civil Rights Era*. Dr. Ballantyne made extensive use of the Hollings Papers in writing the book. About 60 people attended the talk and the lively discussion that followed, including some of Hollings’ family members and former staffers. SCPC considers the event a success.

Oral History (Ms. L’Hommedieu)

Ms. L’Hommedieu and Christian K. Anderson have been awarded the Oral History Association’s Elizabeth B. Mason Project Award (small budget) for the University High School Oral History Project that they completed last fall. Ms. L’Hommedieu will accept the award in Minneapolis October 5th.

A web exhibit of the International Women’s Year Collection is almost ready to open. The two simultaneous grants involve digitizing and transcribing approximately 300 of the 700 interviews, then making them available online. Ms. L’Hommedieu will be talking about her work on this project at a conference in November in Houston, TX.

Report of the Dean (Mr. McNally)

Mr. Simmons and Ms. Spillane were recognized for completing 10 years of service.

Dean McNally has passed his five-year review. He will be appointed to a third five-year term, which will end in 2022.

We are still awaiting Excellence Initiative proposal guidelines. Deans will not be screening proposals; faculty will make requests directly to the proposal review committee. Library administrators are still happy to talk with faculty about their proposals. Ms. Gettys is very interested in seeing proposals that would impact library spaces.
Faculty are encouraged to read President Pastides’ State of the University address, especially his comments regarding resource allocation and data analytics. The Libraries should be handling data analytics for USC. Library faculty are expected to develop Excellence Initiative proposals in this area.

The architectural firm hired to renovate the South Caroliniana Library is currently learning how SCL staff use the building, as well as undertaking destructive testing. Alcove naming privileges are being sold to build an endowment that will fund future renovations of SCL.

Staff are now required to complete the university’s conflict-of-interest form. This new mandate will be implemented in the coming months. Dean McNally will appoint faculty to be authorized reviewers of staff members’ forms.

The university has allocated $1.8 million for compression money. Dean McNally has requested $50,000, the same amount of compression money the Libraries have received in previous years.

Next year will be the “Year of Creativity.” Details have not been announced.

In response to the Libraries’ budget request, we have been allocated $450,000 to offset inflation and $160,000 to offset the new Associate Dean position.

**Faculty Senate Report (Ms. Snediker)**

**Faculty Senate Report from 9/13 meeting**

- Learned about 5 of the University’s Living Learning Communities from the faculty principals

- There are openings on the following faculty committees:
  - Curricula & Courses
  - Instructional Development
  - Faculty Grievance (must be tenured)

- Pres. Pastides gave highlights from his State of the University, including planned renovation of the Coliseum

- Provost report:
  - Next “arena” they will be promoting is Information & Computing (first was Health Sciences)
  - Excellence Initiative Committee has been formed:
    - Mostly faculty, 1 grad student, VP for Research, CIO, and 1 Board of Trustees member
    - Working now on how to evaluate proposals, hoping for submissions by end of year
    - Diversity offices will be focusing on faculty recruitment/retention, grad student recruitment/retention, and quality data warehousing
  - She will continue floating office hours this year
USC went up slightly in national rankings based on reputational score

• Faculty Senate Chair:
  Reminder of changes to Faculty Manual giving non-tenure track faculty voting rights
  Means they can vote, serve on committees and Faculty Senate
  This is also the default for units/departments unless their rules/bylaws explicitly state something else

• Free flu shots available at local pharmacy, Benefits Fair, or Campus Health

Reports of Standing Committees

Professional Development (Ms. Palmer)

We lost two committee members over the summer, so I decided to hold off on meeting until we elect the two new members today. I am hoping to send out a survey soon regarding what types of activities and events you feel will encourage and support faculty and staff development.

Stacy Winchester has organized an amazing CV and Cover Letter Review Service for our SLIS students that work for University Libraries. She has sent out an e-mail to all identified students, but has not received any takers yet. We are hopefully to receive some as the semester progresses.

Peer Review (Ms. Brown)

Team members for this year are Karen Brown, Chair, Kate Boyd, Amy Edwards, Josh Garris, Doug King, May Liu, and Greg Wilsbacher.

The Peer Review Committee will meet the last week of September and the peer review process will take place in October.

Nominations and Elections (Ms. Litwer)

No report.

Tenure (Ms. Walker)

The unit vote on the current tenure file (available in Blackboard) is ongoing and the deadline for tenured faculty to vote via email is Monday, Sept. 18.

Report of the Travel Working Group (Ms. Heckman)

• Thank you to everyone who served: Mike Berry, Paul Cammarata, Jessica Crouch, Andrea L’Hommedieu, Kathy Snediker, Jodi Spillane, Bill Sudduth, and Michael Weisenburg. Thanks
also to David McQuillan, for attending several of our open meetings, to Megan Palmer, for assisting me with a few assessment-related tasks, to Mary and Maggie for compiling historical data and responding to many questions, and to all of you who took the time to share your thoughts in person or on the phone with me.

- We are in the process of drafting a report with recommendations to the administration. I had hoped to share that report with you in next week’s LINKS, on September 22nd. Last week’s weather disruption might have put us a bit behind schedule—please bear with us.
- Once the draft report is available, we will invite your feedback. You may:
  - Comment directly on the draft, and send your comments to me
  - Reply to a brief survey we will circulate with the report
  - Talk to me or any other members of the Working Group
- Then, we will take your feedback and incorporate it into a final report to present to the Mezzanine. Depending upon the feedback we receive, we might hold one or two open meetings during the revision period.
- No questions.

**Library Technology Report** (Mr. Bunton)

LTS has begun installing new staff computers. ILL received the first new machines earlier this week. Four new machine preparation sessions were held this week. Four more are scheduled for next week. The goal is to have everybody switched to the new machines by Thanksgiving.

If faculty have Excellence Initiative proposal ideas that might have some technology-related context, application, or need, Mr. Bunton is happy to hear what they are thinking about. LTS staff are also happy to provide information that would be useful in formulating proposals.

**Report of the Secretary**

The next Library Faculty meeting will be held in TCL Room 204 at 2:30 on Thursday, November 16.

**Good of the Order**

Ms. Spillane asked that people whose Excellence Initiative proposals require cataloging (or Cataloging’s assistance) consult with the Cataloging Department before turning in their proposals.

**New Business**

**Election: Professional Development Committee**
Mr. Simmons moved to vote from the floor. Mr. Garris seconded the motion. The motion passed. The previously published slate was accepted. The new Professional Development Committee members are:

- Term ending 2019: Christee Pascale
- Term ending 2020: Rebecca Denne

**Adjournment**

Mr. Simmons adjourned the meeting at 3:33 p.m.

Respectfully submitted,

Laura Litwer
Secretary