Faculty Meeting Minutes  
March 8, 2018

A regular meeting of the Faculty of the University of South Carolina Libraries was held on Thursday, March 8, 2018 at 2:32 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.

The report of the Associate Dean of Administrative Services was received.

The report of the Associate Dean of Libraries was received.

The report of the Associate Dean for Collections was received.

The report of the Associate Dean for Special Collections was made.

The report of Moving Image Research Collections was received.

The report of the South Caroliniana Library was made.

The report of South Carolina Political Collections was received.

The report of the Irvin Department of Rare Books and Special Collections was made.

The report of the Office of Oral History was received.

The report of the Dean of Libraries was received.

Reports on the February and March meetings of the Faculty Senate were received.

The report of the Library Professional Development Committee was received.

The report of the Nominations and Elections Committee was received.

The report of the Libraries Select Tenure Committee was received.

The Library Technology Report was received.

The report of the Secretary was received.

Neither a quorum of tenured Libraries faculty nor a quorum of all Libraries faculty was present, so the scheduled elections for seats on the Libraries Select Tenure Committee and the Faculty Senate were not held. The elections will be conducted using absentee voting procedures.

The meeting adjourned at 3:34 p.m.

Respectfully submitted,

Laura Litwer  
Secretary
Compiled Reports from the March 8, 2018 Library Faculty Meeting

Report of the Associate Dean for Administrative Services, Diversity, Inclusion & Equity

We have now transitioned to PeopleSoft for travel documentation and reimbursements. If you are traveling soon and are having a hard time entering your banking information, please get in touch with Mary Horton.

Report of the Associate Dean of Libraries

We are excited to introduce new faculty member Jade Geary, Instructional Design Librarian.

Megan Palmer and I met with the new Student Advisory Council last week. 12 of the 17 students who signed up for the Council were in attendance. They provided great feedback on services and spaces and recommendations for how best to communicate with students. We have already made some adjustments to study room policies and are looking at implementing other suggestions from the group. One idea that seemed to resonate with them is developing a recording space in the library. More instructors are asking students to complete projects involving video or audio recording and there is not much support for that on campus. The space team has been discussing the potential for creating and supporting this type of space. The Council will meet again in April to look at how to organize and manage an Advisory Council for 2018-2019 academic year.

The Raymond electric lift is down at the Library Annex. Staff are fulfilling requests for materials that are accessible using ladders but can’t fulfill all requests without the lift. It is a 20 year-old machine and parts are difficult to find but technicians hope to have it running soon.

Spring Break is next week and library will operate on interim hours. Starbucks will be closed. Several projects related to the building will take place. Shelving will be moved in Reference section on Main, we are also reducing the number of newspaper shelves, Jane will coordinate returning furniture to its regular location, and the Educational Films viewing room will be dismantled to turn into study space.

The Music Library had their Author’s Day celebration last week. Ana and her staff did a great job organizing the event which included an exhibit of recently published books, recordings, articles and other scholarship produced by Music faculty this year. It was a good crowd.

March 8, 2018, Library Faculty Meeting
Update from AD for Collections

- Working on collections/acquisitions spending now that FY2018 library budget is stabilized
- Campus Libraries Council (librarians from USC System campuses) will meet on Tuesday, March 13; organized by Debra Franklin-Smith
- PASCAL Shared Library Services Platform
  - Deans/directors briefing was held online on February 27, covering the following topics:
Timeline - late March/early April remains the target date for announcement of the selected vendor for the SLSP

Governance
- MOU that will establish participation in the SLSP is nearly finalized
- Working group leadership and membership have been finalized; USC is well represented - thanks to all who agreed to serve!
  - Working group rosters:
    http://pascalsc.libguides.com/c.php?g=768648&p=5640835

Finance - Finance Committee remains confident that PASCAL will offer an equitable revenue model to distribute ongoing costs for the SLSP among participating libraries, but the details will remain uncertain until the vendor is announced.

Report of Moving Image Research Collections

We have now received approximately 10,000 US Marine Corps films from the History Division at Quantico. The next shipment that arrives will probably bring the last of the 16mm materials; then we will begin to receive the 35mm films.

We are working with DoIT on low cost, trusted, storage of our data in the cloud. We will likely work with Google, and perhaps Amazon, too.

Report of South Carolina Political Collections

We have a new one-case exhibit up in the Brittain Gallery featuring longtime state representative Harriet Keyserling. The exhibit on Ike Williams is still on display and we are working on planning future exhibits for the SCPC gallery.

Our grant-funded project digitizing the William Workman photographs continues to move forward and we are enjoying sharing our progress on our blog.

We are looking forward to the Russell Lecture next Thursday in the Hollings Library and hope to see a good crowd for Herb’s talk about his time as director of SCPC.

Office of Oral History Report, Library Faculty Meeting  March 8, 2018

The Kline Iron & Steel Oral History Collection exhibit is now available online at:
http://library.sc.edu/blogs/klineIS/
We are currently waiting for Communications to run a story and promote the collection through social media.
Report of the Dean of Libraries

There has been positive feedback on the Administrative Meeting minutes. Thank you to Ms. Sudduth for taking the minutes.

The Libraries’ budget has stabilized; we have our money back.

The Excellence Initiative committee received 130 first-round proposals. There should be an announcement soon about who will be invited to submit second-round proposals.

Efforts to fund the Library Annex expansion are ongoing.

The final round of compression money has been received.

The South Caroliniana renovations are more expensive than initially anticipated. The main cause of the cost increase is the sophisticated heating and air conditioning system proposed by the architect.

One Library means no more walls. Walls are coming down in several ways. First, changes are being made to the Libraries’ administrative structure. In addition to the four associate deans already in place, an Associate Dean for Technology will be hired. Second, employees like Andrea L’Hommedieu, whose expertise can be used by different departments, will be able to work with those units. Third, the Thomas Cooper Society and the Ex Libris Society will be combined into one friends group.

Library Faculty Meeting Report for March 8, 2018 from the Faculty Senate Meeting, February 7, 2018

Pulled from the Faculty Senate Minutes (approved March 7, 2018)

Assistant Dean of Undergraduate Advisement, spoke on academic advising and undergraduate students. In 2014 a task force was created to look at academic advising across campus and it gathered perspectives from faculty, staff and students. Her staff did some surveys, looked at national best practice and 6 recommendations came out of that. Things like establishing an advising center, hiring first-year advisors, and doing training in online technology. There’s a lot of research out there that says that the quality of academic advising is the single most powerful predictor of satisfaction with the campus environment for students of four-year schools and so knowing that USC wants to increase retention and graduation rates, they really wanted to take a look at how advising was impacting that.

Skylar Pritchard spoke on the Dinner Dialogues program. Dinner Dialogues is an opportunity for faculty to host their undergraduate students in their homes for a dinner and get reimbursed by The Office of Parent & Family Programs $10 for each undergraduate student in the course. This was really created to allow for more of an interaction with students outside of the classroom, break down those barriers that can sometimes take place when faculty are up lecturing potentially at a podium and they’re just sitting there taking notes. Faculty actually invite their whole class that is the purpose of the program. It’s about the camaraderie and seeing professors in their homes.

Report of President Pastides - reported on a review of the Commission on Higher Education. Some states have Boards of Regents that oversee all of public higher education and they have both the role of our Board of Trustees in that some oversee individual campuses but they also have a coordinating role.
across universities. There are 8 universities in South Carolina but in this state there is no Board of Regents; there is a Commission on Higher Education that is supposed to have the coordinating role, one that is to look at programmatic development between/across universities to prevent unnecessary duplications. People can argue what that is and look at other policies related to financial aid, the use of lottery funds, etc. The Commission on Higher Education over the past couple of years has become more ideologically engaged, and they have become a voice not in advocacy, in his opinion, for public higher education but more of a voice talking about reckless tuition increases and universities’ inability to contain costs and so universities have been in an open public dialogue, if not debate, with them about what Pastides sees and what other college presidents frankly see as state 7 colleges’ plight of gross underfunding and they in return talk about the colleges’ inability to tighten their belts even more, to live with less and to lower in fact tuition, which is not productive. They have been having well-attended town halls. USC representatives attend them, but they are not being successful in having a true meeting of the mind. The good news is they don’t have direct line authority over the University of South Carolina. Their commissioners are appointed and their chair is appointed by the governor.

The second topic is related and that is a presentation that the administration and others made at the House Ways and Means Committee of the state of South Carolina. The way a budget is built is with an executive budget. It’s the same as in Washington so USC first submits its request to the governor; the governor then puts out a budget and it goes to the house where the House Ways and Means and in particular the House Ways and Means Higher Education subcommittee has hearings. Then they build their budget based on what the governor said usually historically adding funding for higher education and then it goes into the Senate, the Senate Finance Committee that also has a higher education subcommittee of Senate Finance, where they generally increase the allocation to a higher rate. The tradition in South Carolina during Pastides’ tenure as president starting with Mark Sanford and going to Nikki Haley and then going to Henry McMaster has been very little money supplemented by a little bit of money supplemented by just a little bit more money and that’s the way it has gone from executive to House to Senate. So USC started consistently with no extra money provided by the governor in spite of the administration’s requests and now they’re working with House Ways and Means. Pastides told them that his goal was to hold tuition flat at the University of South Carolina and all that would take would be an equivalent amount of money that USC would receive from a tuition increase to be provided by the state of South Carolina by taxpayers. He told them that USC educates more South Carolinians than it ever has before, more AfricanAmericans than ever before in the history of the university and more than any other college in the state, more African-Americans by the way than all the HBCUs combined, more Hispanic students than any other university.

Pastides didn’t know if there would be a salary increase this year. The state of South Carolina retirement fund is going broke, health care costs continue to increase and to cover the mandated increases for university employees, USC has to raise tuition to account for the mandated increases and mainly in retirement and health care. USC has been increasing the size of the student body, including the size of the out of state student body and that has been the major reason why the campus hasn’t seen more deleterious cuts in employees’ daily lives.

The freshman class is roughly 50:50 now out of state, in state; that is particularly high nationally speaking. South Carolina has no incentive and so USC has gone to about 50%. Pastides is particularly proud that over 110 nations are represented between the undergraduate and the graduate student body. He is very concerned about international student enrollment; the decline isn’t precipitous but it’s still early. There is a little decline from India and in the Middle East so USC will continue to advocate for them and for the dreamers the DACA students as well. There was a rally on campus called Not On Our
Campus. The rally was on campus and USC doesn’t want those who would invade our campus, with racists in particular, but any threatening or demeaning posters or language to come and work on our campus. Pastides’ main message was the USC community needs to stand tall against people like that.

There are eleven important students and USC works to provide funding for them and to protect their interests and where possible they have met with elected officials to prosecute their case.

Report of Provost Gable - The Provost’s retreats have been held; faculty senators were invited to the Provost retreat and they will continue to be invited moving forward. If they have any feedback or questions about the retreat, they can reach out to Provost Gabel or use an anonymous link that was provided. The Provost Office has not received any feedback in real time or via the anonymous link that indicated any feedback unique to a faculty senator.

The Provost’s Office is working on the faculty compression raises. They are also working on the new budget model. Tom Regan, chair of the Budget Committee, is the faculty representative on the Steering Committee working on this process. This process, is looks at how USC can be more effective at utilizing incentive-based budgeting in effort to try to align the budget and resource allocation across the campus with strategic priorities as defined in the updated strategic plan.

The proposal window for the Excellence Initiative closed at midnight on February 1st. The committee has not started evaluating the proposals yet; there are approximately 130 proposals. The committee is going to determine the timing and specific steps of the next phase of the review process based on how their initial review of this group of proposals goes. For example, if all 130 proposals looked as if they had the potential for funding, that would require a lengthier review process because the committee will need more lead time to review 130 proposals. The committee is trying to wait to issue the deadline for the next phase and give an indication to potential submitters of exactly what will happen during the next phase based on what their initial review of this set of proposals looks like. They’re in the process of doing that right now and it shouldn’t take more than a couple of weeks. The next phase will be by invitation and during this phase a more in-depth proposal will be requested. If needed, a town hall will be held to take questions and offer more aggregate feedback.

Faculty Senate Report from 3/7/2018 meeting

• The Director of Academic Integrity (guest) gave a short presentation and mentioned an Instructor tab on the website with resources to help with reporting and other issues.

• The Chief of Police (guest) came to clarify the SC state law that no guns are allowed on campus (law enforcement officers are the exception.) He also recommended the Rave Guardian Safety app provided by USC Law Enforcement and Safety.

• There are two nominees for Faculty Senate Chair-Elect: Mark Cooper (ENGL) and Tom Regan (SPTE) Bios and personal statements will be available soon, and they will give presentations at the Faculty Senate meeting in April before a vote by Faculty Senators. Please feel free to tell one of the library senators if you have input.

• The Senate voted to approve the slate of candidates for University faculty committees, so notifications should go out soon.
• The Faculty Advisory Committee has received a number of complaints and inquiries related to administrative hiring practices across the University (e.g., assistant/associate deans, program directors, department chairs) and the lack of adherence to current policies. The committee is asking for any additional input or issues to be submitted to committee chairs Bill Sudduth and/or Camelia Knapp.

• Save the Date for the IT committee’s Symposium on Research Computing on Thursday, April 26.

• Faculty Welfare is working with the Provost’s office on policies for summer teaching compensation. Any comments on the draft policy (available on the Faculty Senate website) can be addressed to Dr. Subra Bulusu at sbulusu@geol.sc.edu

• Pres. Pastides discussed his concerns about the possibility of an active shooter incident on campus, and he has asked for updates on the university’s emergency preparedness. He also mentioned his concerns that the Commission on Higher Ed is increasingly acting in an ideological manner, operating outside of their original mandate as an oversight body. The per capita (student) funding for USC from the state legislature is almost the lowest in the state, which means many smaller institutions are receiving more money per student.

• Provost Gabel reported that 345 faculty members received “compression” raises. The raises are effective March 1 and should appear in the March 15 paycheck. Work continues on the new budget model. A proposal will be made after a meeting with the deans in April, and then that new model will run concurrently with our existing model for one fiscal year of assessment before implementation in summer 2019. Expect a Campus Climate Survey coming on March 19.

• Look for information on the return of the “collegiality lunches” at Preston soon.

• Attendance at Faculty Senate meetings is low. The first part of April’s meeting will be used to discuss the problem and how it relates to the effectiveness of Faculty Senate as a deliberative body.

Report of the Professional Development Committee

We recently hosted a recap session for attendees of the ALA Midwinter Conference. We ask that anyone who attends a conference or workshop to think about ways that they can report or share the things they learn. Feel free to contact any member of the committee for more information.

Nominations & Elections Committee Report, 8 March 2018

Elections for the Libraries’ Select Tenure Committee and Faculty Senate representatives will be held during the New Business portion of today’s meeting. On behalf of the committee, thank you to everyone who is standing for election today.

Elections for the following positions will be held at the May 10 library faculty meeting:

Officers
Presiding Officer (2-year term)
Secretary (1-year term)
Parliamentarian (1-year term)

Committees
Nominations and Elections (1 seat, 3-year term)
Library Professional Development (1 seat, 3-year term)
Peer Review (2 seats, 3-year term, only tenured library faculty may serve)

All terms begin in September. See the library faculty bylaws for additional information about officers and committees.

To be included on the ballot, nominations must be sent to the secretary no later than Thursday, April 26. Self-nominations are welcome.

Report of the Select Tenure Committee
Completed its work with the midyear tenure candidates’ files and is now working on third-year review files, to be followed shortly by post-tenure reviews and annual reviews.

Library Technology Report
PASCAL SLSP Initiative Update
The Implementation & Management Team and the 6 Working Groups have been formed and formally announced on the PASCAL web site. The Implementation & Management Team is comprised of the chairs of the Working Groups. University of South Carolina Libraries is very well represented, having individuals chairing three of the Working Groups and representation on all of the Working Groups. Next steps will be a Zoom session with the Implementation & Management Team and the SLSP Steering Committee on March 23rd. Sometime in April, an in-person meeting will be held that will include all Working Group, Implementation & Management Team, and Steering Committee members as well as some Board members.

Training
Library Technology Services will be offering several training/information sharing sessions during the week of Spring Break. These sessions will cover such topics as OneDrive, Spirion Identityfinder, Outlook and more. The schedule will be provided shortly. These training sessions will be repeated in the future. In addition, alternative ways of making the information available will be developed.

Town Hall sessions
Two Technology Town Hall sessions were held last week. These sessions were an opportunity for Library fac/staff to come and share their thoughts on what is working, not working and what training might be beneficial related to technology in the Libraries. Good discussions were held in both sessions with some immediately actionable items arising. Technology Town Hall sessions will be repeated in the future.
Report of the Secretary, 8 March 2018

The next library faculty meeting will be held in TCL Room 204 at 2:30 p.m. on Thursday, May 10, 2018.

As everyone now knows, reporters write and submit their own reports. Thank you to those who have already submitted their reports for this meeting. If you have not already sent your report to me, please do so by 5:00 p.m. tomorrow. The sooner we can distribute the reports to the faculty, the more useful they will be.

I have recently learned that some people were unaware of the library faculty meeting schedule. I apologize for any ways that I may have failed in informing you of the meeting dates. If you have ideas on ways that I can better communicate information about library faculty meetings and elections, please email them to me at litwer@mailbox.sc.edu.