

Planning & Policy Committee/Executive Committee Joint Meeting

January 16, 2003

Present: J. Bracken, T. Chute, T. Connell, N. Couch, J. Duffy, R. Goerler, L. Gonzalez, A. Green, P. McCandless, S. Rogers, B. Sawyers

Absent: W. Boomgaarden, J. Branin, C. Diedrichs

1. The meeting was called to order by Tamar Chute, Chair.

2. **Vacancy Reports**--The group agreed that vacancy reports should be given at every Faculty Meeting. Linda Gonzalez presented a current report by category: the last time the vacancies were reported there were 6 faculty, .6 A&P, and 9.5 CCS; since that time there have been 4 additional resignations, so the numbers are now 7 Faculty, 1.6 A&P, and 11.5 CCS for a total of 20.1 FTE vacancies. A listing of vacancies by Unit will also be provided at the meetings.

3. **Plan and Priorities for Filling Vacancies**--Although it is necessary to establish priorities and develop a plan for filling vacancies, it would not appear to be productive to do so at this time. Any priorities that might be identified now could very easily change depending on what other vacancies occur or other requirements develop between now and when funding becomes available. Once we can see the light at the end of the tunnel, a plan and priorities will be developed and discussed.

4. **Prioritizing Work with Fewer Staff**--It would be desirable to have some overall guidelines to help identify what activities need to be continued--and at what level--or what could be stopped. There was discussion whether these decisions are best made at the library or at the unit level. Among suggestions made for setting priorities at the unit level:

Have continuing discussions within the unit to identify ways to streamline current activities, alternatives that would involve less time and effort, activities that could be curtailed or stopped altogether.

Keep constituents informed of the impact that the current staffing situation may have on them.

Ask constituents to prioritize their requests for service, with the understanding that only the highest priority may be able to be handled.

There was agreement that the Libraries can't stand still until such time as the economic picture improves, but it is becoming increasingly more difficult to deal with new initiatives as the staffing level continues to shrink.

5. **Knowledge Bank**--A funding request has been submitted to the Provost to provide support for the development of the Knowledge Bank at OSU. The request that was submitted to the Provost clearly stated that staff dedicated to the project is required if it is to move ahead in a timely manner. It is hoped that at least a portion of the request will be honored, but additional funding sources are also being explored. A request for a FIPSE grant may be submitted (deadline for preliminary proposals is February 13), and there is the possibility of support being provided by both OCLC and OhioLINK. In the absence of additional funding, the project will move ahead, but not as rapidly as had been hoped.

During the coming year DSpace, developed at MIT, will be explored as a possible platform for the development of an institutional repository at OSU; Laura Tull will attend training for the project later this month, as will someone from OIT, the unit that will be responsible for mounting the project.

6. **Planning Framework for Main Library Renovation**--The 12 Working Groups that deal with various aspects of

the anticipated renovation of the Main Library building have all been appointed, and most have begun their deliberations. Further discussion of the work of these groups will take place at future meetings.

7. Status of the Working Group on Faculty--After its initial deliberations, the Working Group on Faculty split into three subcommittees to deal with 1) Employment status of librarians, 2) Recruitment and retention issues, and 3) The MLS, and what defines a librarian, including core competencies for librarians. Each of the subcommittees is developing a report, that will be issued as a consolidated report from the Working Group. The original intention was to have the full report ready by the end of January.

8. ALA Request for Information on the Impact of Budget Cuts--A Faculty member had asked P&P to determine if a response had been sent to ALA concerning their request for information on the impact that budget cuts were having on libraries. Linda Gonzalez reported that she had been supplied with a copy of the request, and had submitted a reply for OSU by the stated deadline.

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