

Planning and Policy Committee

July 5, 2005

MINUTES

Present: Lucy Caswell, Nena Couch, Karen Diaz, Bruce Leach, Beth Russell, Betty Sawyers

Guest: Joe Branin (Topics 1-4)

1. Bruce Leach was welcomed as the new member of P&P.
2. Program Review--Joe Branin outlined the process for the Program Review the campus libraries will be undergoing during the coming year. The first step is a Self Study, which is to be completed by October and will consist of no more than 20 pages, plus appendices; Rai Goerler is in charge of developing the Self Study document. The plan is to use existing groups for gathering the necessary information, develop draft reports quickly and distribute them for broad internal review. Following the Self Study a group of four external reviewers will visit campus for two and a half days, followed by an internal university team of four reviewers. A report will be written by the reviewers to which the Libraries will respond with an action plan.
3. Vacant AD Position--Joe is soliciting ideas from individuals and groups to help him in deciding what to do with the vacant position resulting from Pat McCandless' retirement. Should there be a reallocation of duties at the AD level? Should there be a national search for a replacement? Should the HSS model be carried further? Should scholarly communication be a focus? Should the AD position not be filled and the salary funds used for additional Faculty/Staff positions?

He has met with the AD's and with the individuals who reported directly to Pat McCandless to hear their ideas of what to do with the vacant Assistant Director position, and has come to P&P for a similar discussion. The Executive Committee will discuss the matter at their meeting next week. P&P suggested that the report from the Alternative Organizational Models Working Group be revisited by the Executive Committee, and reiterated Faculty concerns about multiple reporting lines.
4. IT Support--With Gary Cox's resignation, the method of providing IT support for the Libraries has been re-evaluated. Representatives from the Libraries and the Office of Information Technology have been discussing the possibility of Computer Support and Services personnel from the Libraries being administratively transferred to OIT, although physically remaining in this building. A decision has been made to move forward with the transfer and re-evaluate at the end of the year to determine the effectiveness of the change.
5. Faculty Participation at Commencement--A Faculty member has registered concern about the low participation rate by Libraries' Faculty at Commencement since the ceremony was moved to Sunday afternoon. Should participation be required and/or assignments made? A discussion of the issue will be placed on the October Faculty Meeting agenda.
6. Faculty Council Evaluation of Libraries Director--There was a low response rate to the survey sent out to all regular Faculty at University Libraries concerning an evaluation of the Director's job performance. Karen will be contacting Faculty Council for additional information concerning the survey. If it is to be regularly issued in the future, are there steps that P&P should take to encourage broader participation?
7. Selection of Chair--Nena Couch will serve as Chair of P&P for 2005/2006.

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URL: <http://library.osu.edu/sites/staff/planpol/p&pmin0507.html>

Send questions or comments to [Betty Sawyers](#)

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