

Faculty Meeting 2024.11.12

Meeting Details

Date: November 12, 2024

Time: 9:30 – 10:10 am

[Zoom Meeting Recording](#) [in LIB-University Libraries Faculty Team folder for this meeting]

[Folder of materials for this meeting](#)

Attendance: 53, all attendance was in Zoom for this entirely virtual meeting.

Summary Minutes

Convened at 9:31 AM

1. Welcome and Logistics – Hilary Bussell, Chair of Faculty Advisory Council (FAC)
2. Annual reports from Governance Committees from the chair during the 2023-24 academic year
 - Faculty Advisory Council - Amanda Folk
 - Reviewed the provided report noting the dates of the faculty meetings FAC led, work on governance documents, continued support of Libraries' new employee orientation, collaboration with Staff Advisory Council (SAC), faculty recruitment process consultation with HR, and consulted with Dean and head of HSL on closings of libraries in May 2024.
 - Faculty Hearing Committee – Cynthia Preston
 - No activity this year
 - Faculty Review Board – Sherab Chen
 - Fixing broken links on the web page
 - No other activity
3. Interfolio Update –Michael Flierl, Vice Chair, Appointment, Promotion and Tenure Committee; Interfolio Quickstart Guide

Reviewed the Interfolio Quick Start Guide they created. More substantial help is coming from AP&T. Where will it be kept for reference? Likely the APT website.

Faculty Activity Reporting (FAR) is the section to use for adding data to be included in one's dossier, including what we use for annual reporting.

When reporting our of Interfolio, go to Legacy Vitas (not Vitas)

Don't delete areas that don't apply to you, instead add N/A.

There are parts pulled in from other university systems.

Faculty Annual Reporting for 2024 work is to follow the outline of the dossier from Interfolio. But faculty members can use the word doc version or create using Interfolio. Alison Armstrong encourages everyone to use Interfolio to create dossier this year to become familiar with the system, but it is not required.

Faculty Annual Review for 2025 work will happen in Interfolio, both creating the dossier and the reporting to supervisors, etc.

4. Networking in break out rooms
5. Staff Advisory Council (SAC) organized events – Chris Seifert, Chair of Staff Advisory Council

SAC hosts events related to the library or on-campus regularly, generally once a month. They were initially for new employees but are now open to everyone. Jan 29 is a tour of the Medical Heritage Center and in Feb is a tour of the ROTC building. In March and/or April will have an Archives and Depository event. These are all posted on LINKS and usually require RSVP. Looking to hold a workshop series to highlight hidden talents of employees.

6. Faculty Secretary Items – Beth Black, Faculty Secretary

Nominations are open for Faculty Secretary. This is a rewarding service role.

Retention of faculty meeting recordings process being set up so that we keep only one year, to be in compliance with other university guidance regarding recordings kept on Teams. To prepare for this, Beth is ensuring we have a written record of the meetings for which we have recordings. I am informing the faculty so if anyone has a concern or suggestion, you have the opportunity to share it.

7. New Business and Announcements – Everyone
 1. Recording of President Carter's Investiture (2024-11-08):
<https://president.osu.edu/investiture> The strategic plan framework he outlines (begins ~44:00 in the recording) is also available here: <https://president.osu.edu/strategic-planning>
 2. Thursday, Nov 14, 6 pm is the book release party and BICLM fundraiser to celebrate the release of *Tell Me a Story Where the Bad Girl Wins: The Life and Art of Barbara Shermund* by Caitlin McGurk, from [Fantagraphics](#) Books. This event is a fundraiser for the Billy Ireland Cartoon Library & Museum, and \$1 of every beverage purchased will be donated to support their important work. Location: Seventh Son Brewing.

NOTE: Two agenda items, Luminaries Program and Deans Remarks, were postponed due to the individuals leading those sections being unexpectedly unavailable.

Adjourned 10:10 AM

Respectfully submitted,

Beth Black, Faculty Secretary