



University Libraries

Mailing address:  
1120 15<sup>th</sup> Street  
Georgia 30912

[www.gru.edu/library](http://www.gru.edu/library)

## Minutes of the Library Assembly, University Libraries 11am-12pm, room AB 211, Greenblatt Library, June 17, 2013

Present: Camilla Baker, Darra Ballance, Sandra Bandy, Rod Bustos, Tom Cutshall, Kathy Davies, Virginia Feher, Julie Gaines (by phone), Jeff Heck, Autumn Johnson, Melissa Johnson, Kim Mears, Kyle McCarrell, Brenda Seago, Peter Shipman, Christina Yau  
Absent: Lindsay Blake, Camilla Reid, Fay Verburg, Carol Waggoner-Angleton

Jeff Heck, Chair, called the meeting to order at 11am.

Minutes from March 15, 2013 were approved.

### OLD Business

#### *Promotion and tenure update (Shipman):*

Peter Shipman shared information regarding the Libraries Promotion & Tenure (P&T) Guidelines. The university P&T guidelines group reviewed the Libraries P&T guidelines, which are based on the April update of University Guidelines, and requested a minor change. The Libraries P&T group resubmitted the guidelines with this change. In addition, the Libraries requested an exception to term limits, and the exception was approved. Because of the small number of eligible members who can serve on P&T committees, members will be able to serve consecutive terms.

Kathy Davies and Julie Gaines meet the criteria to serve on the college level committee. Currently, we do not have a librarian who is eligible to serve on a university level P&T committee (non-administrative, assoc. professor or higher, tenured, and not already on the College committee). As a small college, we will not have a departmental committee, but the already established Library Assembly Promotion and Tenure Committee will serve a similar role as a portfolio review committee. According to University guidelines, we can change the College guidelines every year, and they have to be reviewed at least every three years.

Camilla Baker and Peter Shipman will compile a slate of outside candidates to fill two positions in the College committee for a vote by the Library Assembly. (Faculty in the College select four total, two librarians already mentioned, and two external members; the Director selects three for a total of seven.) The candidates will be tenured faculty, Associate rank or higher. Camilla Baker has already found candidates from the Summerville campus who are willing to serve. Peter moved to approve use of the existing Library Assembly P&T Committee as the portfolio review committee, and the Library Assembly approved the motion.

Per University System guidelines, tenure track candidates may elect to move to non-tenure track.

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## **NEW Business**

### *Election update (Heck):*

Those who currently serve as officers for the Library Assembly will continue to serve until August 2014, covering the partial term for 2013 and a full term 2013-2014 in order to synchronize with the election cycle required by the University Bylaws.

### *Changes to Bylaws (Heck):*

Jeff Heck reviewed the proposed changes to the bylaws with the group. The Assembly approved the changes by a voice vote.

### *Other university information related to faculty and announcements:*

Kyle McCarrell said that the Athletic Committee may call on departments to act as boosters for athletic teams. At this time, the program is in the early planning stages, and the Athletic Committee will meet next week to discuss further. Upon further discussion, it was decided that Kyle will present more information at a later date before the Libraries make a decision.

Sandra Bandy reported that the GRU Community Services committee is teaming up with the GRU Day of Service group to assist with the day of service. They plan to expand it to twice a year instead of the current once a year schedule and hope to double the number of volunteers as well as increase the number of volunteer sites.

Brenda discussed the upcoming Expo, in which various GRU departments will provide information for returning GRU faculty and staff. The Libraries participate. The Expo will be on August 15<sup>th</sup> from 3-7pm at the Christenberry Fieldhouse.

Kathy stated that Phi Kappa Phi is merging the two chapters (Augusta State University and Georgia Health Sciences University) into one GRU chapter. There will be an official ceremony likely in the fall, but it may be in the spring.

Jeff reminded everyone that changes to the bylaws will be distributed electronically for a vote to meet our Bylaws requirements.

Meeting adjourned at 11:50am.