University of Arkansas Libraries, Fayetteville, Arkansas
Faculty Monthly Meeting with the Dean
March 19, 2014

Travel Allotment
As only two trips for professional development will be funded per year, the dean advised faculty members to consider that when they are submitting paper proposals. Faculty might, after one paper was accepted and another not, swap an unfunded trip for one that had been approved for funding. The Libraries are also looking at the possibility of making a set amount of dollars available per year, and the individual faculty member would decide how to fund travel during the year. Any proposed trips beyond the two will be considered for funding, but only if there are funds in the budget.

As professional development and presentation of papers is such a priority, travel should be funded. Is there a pool of university funds, from the Teaching and Faculty Support Center or Provost’s Office to fund travel when a faculty member is presenting? The dean is not aware of any such program. Some grants are offered to fund travel.

Head of Instruction and Outreach
The job search for Head of Instruction and Outreach is on hold due to a lack of budget funding. The Libraries cannot fund the position with Foundation, or “soft funds,” unless the position funding in the budget has already been approved by the University. We have been given no new funds for new positions, only existing. Since we still have the funds for the vacant position of Head of Access Services, Lora Lennertz and Carolyn Allen will review strategies for filling the positions recommended by the organizational structure committee. This process is just at the brainstorming phase now; the faculty will be included in discussions further down the road.

Director for Administrative Services
Marco de Prosperos was made an offer and accepted it. He will begin on April 1.

CAPC Retreat
The dean reported on the Chancellor’s policy group (CAPC) retreat on March 10-11. The topics discussed included: improving graduation rates, academic progress, increasing the research capacity of the university, diversity, a report from ASG representatives on student needs (they said they are pleased with library service), Danny Pugh and Suzanne McCrae reported on a student support network on the Website, Don Pederson reported on finances, the Staff Senate representatives reported they are working on increasing living wage of staff at the lowest levels (40% of staff use the Food Pantry) and rights for non-traditional spouses. The dean and Dennis Brewer gave a presentation on information access gaps, including funding issues and digital open access. Mike Johnson talked about bricks and mortar, Marty Matlock talked about sustainability, and Jeff Long discussed athletics. Laura Jacobs talked about enhancing external communications, which will be very important during the capital campaign.

The chancellor described his top priorities, which included reaching the top fifty status, increasing funding to students, increasing faculty salaries and tenure track faculty position, continuing upgrading classrooms and labs, with the possibility of building one or two new classroom / lab buildings, and additional housing for students close to campus.

The Libraries are still listed on the campus building list for renovations, including the branch libraries and the proposed new storage facility. There is no money for renovations yet. The Union renovation includes an upgrade to the plaza, so maybe we will see a new front entrance area. The old men’s gym,
which used to house the Museum, will be replaced by the Faulkner Performing Arts Center. There is a major donor for that facility.

The retreat allowed the administration to hear concerns from faculty and administrators.

The SEC fall symposium will be held in September, which focuses on obesity and includes highlights and clips from each institution. The UA film shows broadcast students filming athletic events and is worth viewing.

**Systems Updates**

Judy Ganson announced that Windows will no longer be updating Windows XP. Systems used to use a product called Alteris, a reimaging software, to update all computers on our network simultaneously; however, Alteris does not work with Windows 7, so all reinstalls must be done one by one on each individual computer. Boddie and Trent are working to get those remaining computers still running Windows XP upgraded to Windows 7.

Adobe has changed the structure of their licensing model to a subscription rather than a product purchase, and the campus is negotiating with them. Until that is hashed out, no new Adobe products will be ordered.

**Academic and Research Services Updates**

Lora Lennertz reported that the fourth floor graduate study space has been completed. We are waiting on the new furniture to be delivered and keys to be made, then that area will be open. She and staff are upgrading the web pages and key instructions.

Jordan Nielsen has organized Money Smart Week on April 7-11. He collaborated with Financial Aid Office, the Career Development Center, and the UARK Federal Credit Union to present two events in Mullins Library during that week.

Academic Integrity Week will be the same week. Sarah Spiegel and Norma Johnson will offer two sessions on citing sources, avoiding plagiarism, and choosing between citation managers.

Lora Lennertz and Tim Zou will participate in an event on Technology in the Classroom aimed at faculty, and will present on copyright, media, and providing materials in Blackboard.

Lora serves on the International Education Access Committee (IEAC) in conjunction with the Study Abroad Office. The UMR card for travel insurance does not work in many countries in South and Latin America, Africa, a large part of Asia, and the Middle East. If you are planning to travel internationally, fill out the form at the Study Abroad Office at least 30 days in advance to apply for travel insurance.

The dean met with an ASG senator, Meagan Wade, who asked if we were having any problems with students in the Libraries, and the dean mentioned food in the library. She made the point that it was the students’ money that was being wasted on ruined materials and asked her to alert students NOT to have food delivered to the library or carry in food that will draw pests. She also asked faculty not to carry savory food through the public areas back to their offices.

**Human Resources Updates**

Jeff Banks described the increased training sessions and webinars. They included:
1. Safe Zone Allies training and certification, Tuesday, March 18. Brande Flack Armstrong from the Center for Multicultural and Diversity Education provided the training during the Library Diversity Committee Meeting. More information about the program can be found on the Multicultural Center website at: Safe Zone Allies Program. This training is recommended because it is important that all students feel comfortable when approaching faculty.

2. AMIGOS webinar “Is RDA on your RaDaR?” Wednesday, March 19 at 1 p.m. in 472B.

3. Chronicle of Philanthropy webinar “Grant Seeking 101” on Thursday, March 20 at 1 p.m. in 486.

4. Human Resources will host the “New and Not-so-New Employee Social” on Friday, March 21 at 3:45 at the Alumni House. This is a good opportunity to welcome new faces to the campus.

April 15 is the deadline for Employee of the Quarter nominations. Last quarter Cedar Middleton was honored, and it helps our perception to others on campus when we put forward our employees for recognition for excellence.

**General Updates**

Donna Daniels reported that Parking is looking at a new fee structure for parking permits, which will have different rates for those whose annual income falls below $40,000. Parking is conducting a trial with lot 7 near the greenhouse and will limit scooter spaces to 17 slots and assign parking permits via lottery. They are looking to separate scooter and motorcycle parking. Scooters are jammed together and cause damage. They are reviewing ice on the parking lots and are holding a campus facilities meeting in April to look at policies and procedures and be better prepared.

Patricia Kirkwood reported that the Fringe Benefits Committee, which is an advisory committee only, heard a report from Steve Wood on the transition from QualChoice to UMR. They are specifically interested in the assistance and benefits given to the mentally ill. They are also investigating HEAL loans.

The papers of former U.S. Sen. Dale Bumpers will be opened to researchers in a ceremony at 3 p.m. in the Walton Reading Room. The Chancellor will not be in attendance; Provost Sharon Gaber has graciously agreed to take his place in the ceremony.