I. Call to Order: the meeting was called to order at 11:01 am by Jane Strudwick.

II. Adoption of Agenda: (J. Strudwick)  
The Agenda was adopted as was, although it was decided to not go through items in the order given, as our guest speaker was not available at the beginning of the meeting.

III. Approval of the Minutes: (J. Strudwick)  
Minutes were not brought up for approval due to time constraints, and will be brought up for approval at the Spring 2015 meeting.

IV. Announcements: (J. Strudwick)  
- New faculty were introduced: Zach English, Ethan Fenichel, Jessica O’Neil and Teo Doras  
- Request was made to email hard copy of reports given in this meeting to L. Rebar for the Minutes of this meeting.
- Sign-in sheet is available, please use to show attendance at this meeting.

V. Dean’s Report: (W. Miller)  
- First accreditation for Medical School upcoming, A. DeLuca and W. Miller will be attending meetings.
- Quiet study space needed for Medical Students.
- University Faculty Senate Library Committee will meet on 10/27/14.
- FAU President John Kelly will be vising us on 11/10/14 @ 1 pm in the SEFLIN room. Provost will also be attending. This is part of a tour President Kelly is taking of the various academic departments. R. Pellen is heading the group to do a presentation for him. Talk with Rita about any ideas for this.
- SEFLIN Annual meeting of lunch and a program will be on 11/7/14 @ Doubletree Hotel @ I-95 & Hillsboro Blvd. in Deerfield Beach. This is their 30th anniversary.
- Dr. Miller is leaving the Library and FAU at the end of this year. He will keep his FAU email forever and will be available for questions via email or phone.

VI. Address by University Libraries search committee chair (Dean Heather Coltman)  
- Search committee has been formed and will meet on 10/31/14 from 2-4 pm. No search firm will be used.
- Dean Coltman will facilitate and make process as smooth as possible, as our spokesperson, advocate and organizer.
- Wants input from us re: sample job descriptions and where to post final ad. Looking to attract someone who is eager and take us beyond where we are thinking.
- Job to be posted hopefully by end of November, have it open a couple of months, and then hope to get someone to start in the summer. Dr. G. Perry would like to get the proper person and not rush things.
- Encourage people from FAU to apply (internal candidates)
- Q&A followed RE: 1) how to get input (logistics) from faculty/units to search committee
members in order to be as broad and inclusive as possible, i.e., start a Blackboard site; 2) process for contacting internal FAU possible candidates, University support (and funding) for search costs including communications, announcements, etc.; 3) is Provost open to re-opening search if we don’t get good group of prospects (A=yes)?

VII. Chair’s Report (J. Strudwick)
- Nominations will be opening for Library Faculty Assembly Committees. Talk to your mentor or a colleague to find out more about committees.
- Openings; Promotion Criteria Committee (3), Bylaws (3), Dean’s Advisory (2), and Vice-Chair positions.
- University Faculty Senate and Committees nominations/elections in Spring 2015.
- March 2015 – will call for 2 new Promotion committee members and will have Promotion and Tenure info session at library.

VIII. Committee Reports
A. Dean’s Faculty Advisory Committee (DFAC) (J. Strudwick): Traveling allocations were made and notices distributed. DFAC also had discussed upcoming search process for Dean, and updates will be made to faculty when available.
B. Bylaws (D. Hoban): Leslie Siegel is new member, finishing term of former member Laura Hulnik. Check library web pages for updated Bylaws showing all changes and revisions. Looking at terms of committees, standing vs. ad hoc committees. Let Bylaws Committee know if you have any questions.
C. Promotion Committee (A. Ergood): Candidates Leah Plocharczyk and Victoria Thur have received their positive letters from the Promotion Committee and are satisfied with their letters. Alyse will give Dr. Miller the portfolios and the letters, and he will then work on his letters to Provost. Promotion Portfolios will be taken by Alyse to Provost’s Office in December.
D. Promotion Criteria (L. Mello for Diane Kachmar): We welcome Leslie Siegel to the committee (taking over remaining term from Laura Hulnik). All revisions to the Bylaws agreed upon in our 2013-14 sessions have been posted to the library’s website where they can be read.
E. Academic Freedom and Due Process (M. Hayashi): No action to report.
F. Distance Education Committee (P. Alderman): No report, Pam Alderman was not at meeting.
G. UFS Library Advisory Committee (M. Hayashi): Dr. Miller has called for a Fall semester meeting to take place on October 27, 2014 @ 2 pm. Maris is beginning her first year on this committee, so a new representative won’t be needed until Spring 2016.
H. Team for Assurance of Student Learning (TASL) (D. Parrish):
- TASL was created at end of the SACS re-accreditation process to oversee assessment of student learning outcomes (SLOs) for Academic units (Colleges).
- The Office of Institutional Effectiveness & Analysis (IEA) was responsible for both Academic and Administrative/Support units, but currently oversees only assessment done by Administrative/Support units (which includes the FAU Libraries).
- TASL normally meets once per month, and there are two library representatives. Ken Frankel has temporarily replaced Lyn LaVigne on the Committee, due to Lyn’s retirement.
- Discussion at last meeting was about correcting problems with new University Assessment Database.
I initially reported that TASL was going to sponsor an Assessment Happy Hour on November 6th from 5-7 p.m. with a poster session on assessment of SLOs. Addendum by Darlene: However, I just received an email from TASL and this event has been postponed until early in the spring semester of 2015.

I. Task Force on Student Success (D. Parrish):
- Last meeting was in April 2014.
- Subcommittee had developed the idea of a 4-year Flight Plan of requirements for each major that would be tailored to a particular student and help them to complete required courses and graduate on time.
- Lyn and I created a document for FAU Libraries in support of the 4-year Flight Plan, and sent it to Dr. Jenny Peluso, Assistant Provost for Student Success and chair of the Task Force.

J. University Graduate Programs Committee (UGPC) (J. Parandjuk):
- UGPC is a subcommittee of the University Graduate Council (UGC).
- FAU Departments are continuing to work toward consistent Syllabi and to provide clear and updated information on programs listed in the university course catalog so that descriptions accurately reflect the requirements for entrance and to adopt or implement changes which could help boost a student’s completion of program requirements.
- Committee members applaud Engineering Departments for their meticulous and methodical approach to syllabi creation and consistency.
- Committee is informally discussing ideas to highlight Graduate Students and graduate programming.
- Two program changes were approved by UGPC, and moving forward, to UGC and the Faculty Senate toward the goal of student success, graduate degree completion: (1) College of Arts and Letters seeks to have an exam option for MA students; (2) College of nursing is requesting students to complete level 2 background check as part of admission to the program rather than trying to track students down to make sure it is completed prior to graduation.

K. UUPC (A. Ergood)
- New program is being presented for Bachelor of General Studies, but it is not yet approved by the Board of Trustees or Board of Governors. It may be available Spring of 2015, but more likely by Fall of 2015.
- Created to 2 groups of students: (1) Nontraditional students currently working full time and (2) Students who have accumulated a lot of credits but have never gotten a degree.
- Each college will award this General Studies degree.

L. University Faculty Senate (T. Van Dyke)
- Reporting on the September and October meetings. UFS meets on the first Friday of the month.
- Chris Beetle is the Faculty Senate President-elect/Associate Professor of Physics
- Bob Zoeller, was elected UFF President./Exercise and Science
- Current search for VP of Research. The on-campus interviews will be held between Oct. 19 and Nov. 7. If you are interested in this search you can go to the University Faculty Senate webpage for information on the candidates.
• The search for library dean was not mentioned but at the time the search committee had not been appointed
• Looks like we will get back 3.5 of the 7 million in January that we lost due to performance base funding. Waiting for new performance based funding metrics
• Some of the strategies that we have accomplished so far to get that money back are
• 130 new faculty members have been hired; 19 of the 26 new advisors have been hired. Who are now using a new advising system called Starfish to streamline the process
• The Jump Start program was launched over the summer; the program allows first year students to take 6 credit hours and creates a support system with advisors, professors and classmates. It also assists students in developing skills for success in college
• 95 programs now have Flight Plans: is a tool to assist students in planning the courses they should complete during their undergraduate studies in order to graduate on time
• This year the Provost will continue to focus on Student Success, Distance Learning, and on FAU’s relationship with the State Colleges
• FAU, Broward College, and Palm Beach State College received a TEAm Targeted Educational Attainment Grant for 3.5 million dollars from the Board of Governors. It is a collaborative project to create an accelerated program for students in the fields of computer science and computer engineering. The three institutions will collaborate on developing a hybrid curriculum to address workforce needs.
• A proposal for a new Bachelor of General Studies degree was passed. The degree is intended for students already in careers but who need a degree to advance professionally as well as for current FAU students who meet the 120 hour requirement but because of personal or employment issues have been unable to graduate
• New emphasis on recruiting efforts for local, state, regional and international students

M. University Research Committee (URC) (J. Strudwick for V. Thur):
The URC received 17 applications for the 2015 Dissertation award.

N. Union Steward (A. Ergood):
• Briefly discussed in unit faculty paid parental leave versus paid out sick leave after 10 years.
• No increases in salaries are anticipated, due to there being no extra monies for this.

O. Assessment Update (D. Parrish):
• The FAU Libraries 2014-2015 Assessment Plan has been entered into the University Assessment Database and submitted for review, as required by the University.
• The 2014-2015 Plan contains five outcomes or self-studies including: LibSat, Phase II of the e-journals subscription access study, ILL satisfaction survey, dissertations and theses continuing study, and PBSC needs assessment survey.
• Please encourage students, faculty, and staff to take the LibSat user satisfaction survey currently available on the FAU Libraries home page.

IX. Old Business
• Task force to review and recommend platform for Faculty Assembly Documentation (J. Strudwick). Jane had made a request for this at the last meeting, and it has now gone to the Internal Emerging Technologies Committee for their consideration. We will wait for more information.
X. New Business
   A. Call for nominations for Library Faculty Assembly committee openings (J. Strudwick)
   B. Mentoring program evaluation (D. Parrish recommendations):
      - Initially, conduct a focus group with librarians who participated in mentoring program for feedback and analyze and report results to the Faculty Advisory and Bylaws committees. (Assessment Unit would be responsible).
      - Conduct a survey or interview for participants, which could be done at end of each year to assess satisfaction with program (Assessment Unit would be responsible).
      - Dean’s Advisory Committee was asked to evaluate the mentoring documentation. After their evaluation and recommendations, it would go for vote. It would be passed to the Bylaws Committee for them to maintain its further documentation, including the web page.
   C. Student Retention and General Studies Degree (Dr. Miller): Dr. Miller further discussed this, the metrics from the State Board of Governors, what other universities are doing, etc. There was brief discussion by faculty of ways in which library can help move this dialogue, what we have done in the past and what we are currently doing.

Adjournment 12:32 p.m.

Respectfully submitted by
Lauri Rebar, Vice Chair