University Faculty Senate Meeting Minutes

December 10, 2013

In Attendance:

1. Elaine Abelson, Lang
2. Emily Barnett, Parsons
3. Adria Benjamin, Mannes
4. Carolyn Berman, NSPE
5. Julie Boyd, Drama
6. Ted Byfield, Parsons
7. Margaret Fiore, NSPE
8. Ragnar Freidank, Drama
9. Peter Haratonik, NSPE
10. Todd Lambrix, Parsons
11. David Lopato, Jazz
12. Gina Luria Walker, NSPE
13. Frank Nemhauser, Mannes
14. Julia Ott, Lang
15. Richard Salcer, Parsons
16. Elaine Savory, Lang
17. Candy Schulman, NSPE
18. Earl Scott, Parsons
19. Luciana Scrutchen, Parsons
20. Chris Stover, Jazz
21. Ido Tavory, NSSR
22. Sven Travis, Parsons
23. Val Vinokur, Lang
24. Susan Yelavich, Parsons

Not Attending:

25. Wendy D’Andrea, NSSR
26. Marcel Kinsbourne, NSSR
27. Marcus Turner, NSPE
28. Jurgen Von Mahs, Lang
29. Inessa Zaretsky, Mannes

I. Approval of Minutes

Frank called the meeting to order and asked for a motion to approve the minutes. A motion was made. It was seconded and then approved.

II. Other Business
Frank shared that there were three NSPE faculty whose terms were set to expire at the end of the fall semester. The senators are Margaret Fiore, and alternates Kathleen Ossip and Sara Villa. Instead of holding elections now, the co-chairs proposed that the terms of these three Senators be extended through the spring 2014 semester, so elections can be held on a regular cycle (i.e. with terms to begin in the Fall semester). The three senators agreed to stay on through the spring. It is put to a vote and approved.

III. Report on Representatives to Provost Committees

Elaine Abelson stated that she and Carolyn Berman were serving as UFS representatives on the Provost Office Faculty Affairs Committee. Margaret Fiore will serve as UFS representative on the Curriculum Committee and Chris Stover will served as UFS representative on the Research Council. Elaine Savory said that a volunteer was still needed for the University Facilities Committee. Richard Salcer volunteered to serve as UFS representative. Elaine S. said that a volunteer was also needed for the Budget Committee. Adria Benjamin tentatively volunteered pending the meeting schedule. Julia Ott volunteered to serve as back up. Elaine S. said she would send a list of all the UFS representatives serving on PO and University Committees to the entire UFS.

Discussion:
Susan Yelavich shared that she got the full list of the PO Committees from the website and that she reached out to Roy Moskowitz, General Counsel, to get a list of all the Administrative Committees. Elaine S. has yet to hear back.

IV. New Business

Carolyn shared information, which some NSPE faculty received, stating that they were going to have to move from their current offices to a new space and would not have private offices moving forward. Carolyn is concerned about future faculty space issues, and is concerned about the language used to communicate this new policy.

Discussion:
Sven Travis said that as vague as the policy language is, it has actually been in practice at Parsons for years. Gina Walker said that this policy came as a shock to NSPE faculty. Peter Haratonik said that he knew something like would happen, as Media Studies is moving to a new location and he served on the committee about the move. Peter thought it would be better if faculty were a part of policy discussions such as this. He said that Media Studies is going to have open offices, but that the faculty weren’t really consulted about it. Ted is concerned about the out-of-nowhere-ness of this communication. He said that it doesn’t feel considerate. Gina added that since not context was given, the memo (and policy thereof) is concerning. Richard felt that the faceless-ness of the memo was galling. Elaine S. said that private space is required at times for
student interviews (for example). The move for NSPE faculty is scheduled for December 20. Ted felt that this was a by-product of the opening of the new building. He acknowledged that it is likely hard to coordinate all the moves at once but still felt that faculty should have been consulted. Luciana said that without any conversation or information about bookable spaces, faculty can feel in the dark. Ragnar was concerned about the structure in which these decisions are made. Sven stated that two main issues are the timing and way information was communicated, and how decisions like this get made. Margaret asked if space had been considered for adjuncts. Peter answered that space has been allocated. Val is repelled by the language. He said that faculty are not functions. Emily felt that text should be added to the resolution that pertained to PTF.

The co-chairs proposed two resolutions, and asked the UFS to choose. Julia felt that text should be added that addresses how all the faculty use space differently. Susan wondered if one of the new committees could deal with this, like the old Infrastructure Committee would have. Peter answered that Learning Environments could address it. Gina felt that the UFS should request information about university plans. Ted suggested that what may be better is consultation. Ted felt that TNS was good at vision and bad at execution. Frank asked the UFS to look at the two resolutions so they could vote. Suggestions about edits were made. Discussion ensued. David suggested that someone from the Learning Environments Committee should meet with whoever decided where the faculty should go. Frank said that the resolutions needed to be amended but wanted to put them to a vote. The UFS voted on Resolution B, with some edits to be made. The co-chairs will call a special meeting with the President and the PO to discuss the resolution. Members of the UFS will be invited to join that meeting when it is scheduled.

V. Library Presentation with Ed Scarcelle, Kira Boyar, and Will Edmiston

Faculty Senate Presentation – For Information Purposes Only

Good morning. I’m going to be talking to you about the New School Libraries & Archives. I will take a few minutes to give an overview of the library system and discuss what should a library be at The New School. Joining me are 2 of my colleagues who are here to help answer any questions - Kira Boyar, Director of Reference & Instruction, and Will Edmiston, our Librarian for Copyright and Reserves

First, I’d like to briefly give some context of how the library is organized. Similar to The New School in general, for much of our history there were separate divisions of the libraries, with separate staffs and cultures.

Fogelman Library was the library for the New School for Social Research
Gimbel Library was the library for Parsons
Kellen Design Archives was the archives for Parsons
Scherman Library was the library for Mannes
Although these separate branches were eventually joined under the umbrella title of University Libraries, they still maintained separate identities.

About 2 years ago, we re-organized this structure to create an identity that would reflect a resource that supports the entire New School and we became The New School Libraries and Archives.

Instead of having 4 separate staffs divided by branch, we now have a single staff divided into 4 functional departments

Access & Circulation [Patron/Public] Services, front-line staff, led by John Aubry

Reference & Instruction, subject specialists, liaisons, led by Kira Boyar (formerly Appel)

Digital Library & Technical Services, make library material findable and accessible, led by Allen Jones

Archives & Special Collections, unique, preservation, led by Wendy Scheir

In addition to our own New School Libraries & Archives, through a consortia arrangement New School faculty and degree-seeking students are also able to check out physical books at NYU’s Bobst Library and the Cooper Union library, and are able to read books on-site at⇒ other libraries such as New York School of Interior Design and Cardozo libraries. Together, this consortium is known as the Research Library Association of Lower Manhattan

So what is the library at The New School? A few years ago we prepared a strategic document that attempted to answer this question by examining 5 interconnected themes:

- Collection
- Discovery
- Services
- Space [Place]
- Archives & Special Collections

I am going to focus on the first 4 points, but we would always be available to give a presentation about the archives if there is interest

1. Collection:
The collection of the New School Libraries & Archives traditionally have had strengths in these disciplines: Some humanities, social sciences, (classical) music, art & design, and fashion
When most people think of a library collection, they think of books in stacks. The New School Libraries will have books in stacks, however we are also much more. The library is also: journals, scores, photographs & images, audio-visual, archives & special collections; plus the virtual equivalent of all of these formats, including ebooks and streaming media. In fact, our collection is now about 80% electronic, and of the part that is physical, we keep the most highly used material in the stacks onsite. The rest of our physical material is located offsite, and can be searched and requested through our website for delivery to any New School library location within a few business days. For those of you that are curious about exactly what offsite means, it is a high-density library storage facility located in Westchester.

I would like to emphasize that faculty can help contribute to the improvement of our collection - you can collaborate via requests, suggesting what’s on offsite, letting us know your format preference, reporting collection gaps, etc.

2. Discovery

So how do we find material in this complex world of information? Libraries have always provided tools for discovery. Many of us remember the card catalog, which told us where to find a physical item on a physical shelf. As card catalogs were automated, there were online terminals in the library that also told us where to find a book on a shelf.

Now we have created a website that integrates both the physical and virtual in a single discovery tool.

When collections were primarily physical books, one way to discover material was browsing the stacks. As material becomes virtual and moves offsite, physical browsing may be inadequate. However, one can search the entire collection, no matter the format, from any location - whether you are in the library, the comfort of your room, a cafe in Paris. Discovering the world of information can now happen anywhere, and we are continually improving the online experience.

3. Services
In addition to providing access to a collection and the discovery tools to navigate that collection, what makes a library a library are the services we provide:

- One on one reference to help students with research, and as a side note, our librarians are available through Starfish

- Collaboration with faculty to provide information literacy instruction in the classroom

- Special library workshops on topics such as how to begin your research
- Circulation services - checking in/checking out items

- Processing reserves materials for courses, both online and physical, including the creation of online course packs which students can access free of charge

- Also, physical materials can be placed on reserve at the library location of your choice

- Obtaining copyright clearance for online reserves

- Scanning, copying and printing services

We have enhanced our delivery services - any New School item can be requested to be delivered to any New School library location, plus any consortium item can be returned to any consortium location

We also provide virtual tools such as online research guides and our AskUs service, which is a link located on all pages of our website which allows people to ask us questions from anyplace at any time and answered within 1 business day

We want to collaborate with you to provide instruction and workshops that best fit the needs of you and your students. We can have a librarian who is a subject specialist in the appropriate discipline work with you. They can also help develop online research guides that are targeted to specific area

4. Space
Library as place. While perhaps one concept of a library space is a building or room for storing books, today the focus has been to create spaces the are more oriented to the user. We want to create a place of engagement: where students can engage with the collection, each other, their own work, and with library staff

In order to achieve this, our new library spaces will include various types of seating: quiet study, group work rooms for collaboration, lounge-style seating for those who just need a place to relax - plus copiers, scanners, printers.

We are about to embark on a physical transformation of the spaces of The New School Libraries and Archives, which will happen in 3 phases.

Phase 1 - the current space that houses Gimbel Library at 2 W. 13th St will be re-purposed, and a new library space will open in the University Center on the 6th & 7th floors. In addition to the types of seating mentioned, this space will house the high-use art, design & fashion physical collection
Phase 2 - the current space that houses Fogelman Library at 55 W. 13th St. will close, and a new library space will open on the 8th floor of the List Center at 6 E. 16th St. Again, there will be the various types of seating, and this space will house the most highly-used humanities and social sciences physical collection

Phase 3 - there are no specific details or designs yet, but there is a plan to have a library space in 55 W. 13th St after Mannes moves downtown, which will reflect the performing arts nature of that building

If you have any questions, please ask us

The co-chairs said they hope to start planning the next UFS Town Hall soon.

A motion was made to adjourn the meeting. The motion was seconded and approved.

Included here is the preamble and resolution that was passed:

PREAMBLE

The University Faculty Senate has been informed that some faculty are being required to vacate their offices on very short notice, and to do so at a time of the year that, in higher education, is synonymous with hectic schedules and heightened anxiety. Specifically, the following message was sent to some NSPE faculty:

“As many of you know, most of the programs at NSPE will be relocated in the coming months. With these moves the university is introducing a new set of priorities for classroom and student space that encourages interaction through open design, establishes office sharing as the norm, increases the use of mobile technology and flexible space, and limits the allocation of private offices. In this new conception, spaces will be associated with functions rather than with individuals, and the aim is that people will rotate through different offices and work stations as the nature of their duties changes and evolves over time.”

Resolution Unanimously Passed

The University Faculty Senate expresses its dismay in the planning and execution of recent office moves, and is concerned that this may be symptomatic of the way administration approaches consultation and communication. We also strongly urge that the faculty senate be included in the drafting of policies which deeply affect their working lives at the university.
Furthermore, we express our concerns about the imposition, by planning or happenstance, of a homogenized model for faculty working spaces.