



## New Mexico State University Library 2009-2010 Committee Book Table of Contents

<i>Committee or Group</i>	<i>Page</i>
<b>Library Advisory Boards</b>	
Collection Management Group .....	2
<b>Library Committees</b>	
Budget Committee .....	3
Department Heads Group .....	3
Personnel Search Committees .....	3
Promotion and Tenure Committee .....	3
Social Activities Committee Executive Board (SAC) .....	4
Carl Faubian Outstanding Library Employee Review Committee .....	4
Dean's Faculty Research Fund Review Committee .....	4
Faculty Bonus Program Review Committee .....	4
<b>Library Task Forces</b>	
Continuity of Operations Plan .....	5
Library Faculty Mentoring Plan .....	5
Library Task Force on E-Portfolio Implementation .....	5
<b>Library Faculty Assigned as Liaisons to Academic Departments:</b>	
<a href="http://lib.nmsu.edu/depts/collserv/sel-liai.html">http://lib.nmsu.edu/depts/collserv/sel-liai.html</a>	
<b>University Committees with Official Library Representational Membership .....</b>	<b>6</b>
<b>Committees Outside the Library:</b>	
Representation by or Relating to New Mexico State University Library (including designated organizational representatives) .....	7

**2009-2010**

***Library Advisory Boards***

**COLLECTION MANAGEMENT GROUP**

Purpose: To provide a forum for the discussion of workflow and procedural issues relating to collection development and acquisitions.

**Memberships:**

	<b>Title</b>
<i>David Baldwin</i>	<i>Associate Dean</i>
<i>Susan Beck</i>	<i>Collection Development Librarian</i>
<i>Ellen Bosman</i>	<i>Technical Services Department Head</i>
<i>Cindy Pierard</i>	<i>Reference &amp; Research Department Head</i>
<i>Tracey Thompson</i>	<i>Acquisitions Librarian</i>

## 2009-2010

### Library Committees

#### BUDGET COMMITTEE

Purpose: *Advise the Dean of the Library on library fiscal planning.*

**Membership:**

	<b>Title</b>
<i>Elizabeth Titus</i>	<i>Dean, Position Appointment</i>
<i>David Baldwin</i>	<i>Associate Dean, Position Appointment</i>
<i>Ellen Bosman</i>	<i>Faculty Senate Representative, Position Appointment - Term expires 2010</i>
<i>Barbara Hart</i>	<i>Library Business Manager, Position Appointment</i>
<i>Tracey Thompson</i>	<i>Acquisitions Librarian, Position Appointment</i>

#### DEPARTMENT HEADS GROUP

Purpose: *To advise and make recommendations to the Dean on library operational and management issues, the development of library policies, and short-term and long-term library planning.*

**Membership:**

	<b>Title</b>
<i>Elizabeth Titus</i>	<i>Dean, Position Appointment</i>
<i>David Baldwin</i>	<i>Associate Dean, Position Appointment</i>
<i>Ellen Bosman</i>	<i>Department Head, Technical Services, Position Appointment</i>
<i>Carol Boyse</i>	<i>Department Head, Systems, Position Appointment</i>
<i>Steve Hussman</i>	<i>Department Head, Archives &amp; Special Collections, Position Appointment</i>
<i>Norice Lee</i>	<i>Department Head, Access Services, Position Appointment</i>
<i>Cindy Pierard</i>	<i>Department Head, Reference &amp; Research Services, Position Appointment</i>

#### PERSONNEL SEARCH COMMITTEES

Purpose: *Search committees recommend qualified candidates for available positions.*

**Membership:** *Varies with the search being conducted.*

#### PROMOTION AND TENURE COMMITTEE (COLLEGE)

Purpose: *Please refer to the Library Promotion and Tenure Document.*

**Membership:** *Elected eligible members of the regular library faculty who do not hold administrative appointments:*

	<b>Title</b>
<i>Sylvia Ortiz</i>	<i>Chair, Elected Faculty</i>
<i>Susan Beck</i>	<i>Vice-Chair, Elected Faculty</i>
<i>Larry Creider</i>	<i>Member, Elected Faculty</i>
<i>Cindy Watkins</i>	<i>Member, Elected Faculty</i>
<i>Mardi Mahaffy</i>	<i>Member, Elected Faculty</i>

**SOCIAL ACTIVITIES COMMITTEE EXECUTIVE BOARD (SAC)**

Purpose: *The Social Activities Committee (SAC) is a volunteer employee's organization which sponsors social activities for the library staff; sends acknowledgments for birthdays, illnesses, deaths, etc. of library employees; and establishes guidelines on the use of staff lounge areas.*

**Membership:** One to two representatives from each department.

	<b>Title</b>
<i>Kristina Martinez</i>	<b>Chair</b>
<i>Teresa Roberts</i>	<b>Historian</b>
<i>Jennifer Chavez</i>	<b>Secretary</b>
<i>Cassie McClure</i>	<b>Treasurer</b>
<i>Teresa Roberts</i>	<b>Branson Building Monitor</b>
<i>Paula Johnson</i>	<b>Zuhl Building Monitor &amp; Fundraiser</b>
<i>Rebecca Romero</i>	<b>Party Officer</b>
<i>Cecilia Carrasco</i>	<b>Officer at Large</b>

**CARL FAUBIAN OUTSTANDING LIBRARY EMPLOYEE OF THE YEAR AWARD NOMINATION REVIEW COMMITTEE \***

Purpose: *This committee reviews nominations for the Carl Faubian award and makes recommendations to the Dean.*

**Membership:** The Nomination Review Committee is made up of a Library Faculty member, a non-exempt staff member, an exempt staff member, a Department Head and the Library HR Liaison.

**DEAN'S FACULTY RESEARCH FUND REVIEW COMMITTEE \***

Purpose: *This committee evaluates proposals and makes recommendations to the Dean.*

**Membership:** Three Library faculty members, elected annually according to established procedures.

**FACULTY BONUS REVIEW COMMITTEE \***

Purpose: This committee reviews nominations for the Library's annual faculty bonus program and makes recommendations to the Dean.

**Membership:** Each spring, the Dean appoints a three member committee made up of one department head and two faculty members. The members of the committee will not be eligible for the faculty bonus program that year.

\* Member names not available at time of publication.

## **2009-2010**

### **Library Task Forces**

#### **CONTINUITY OF OPERATIONS PLAN**

Purpose: *To forward to the Dean of the Library their recommendations for a Continuity of Operations Plan by December 1, 2009. The plan should be developed using the template available on the NMSU Emergency Management Planning website and resources available through the Office of Environmental Health and Safety. The Task Force is asked to broadly consult with all library departments and encourage the participation of all library staff in the development of the recommended plan.*

#### **Membership:**

	<b>Title</b>
<i>Norice Lee</i>	<i>Chair</i>
<i>David Baldwin</i>	<i>Associate Dean</i>
<i>Carol Boyse</i>	<i>Systems</i>
<i>Dean Elizabeth Titus</i>	<i>Ex-Officio</i>
<i>Lorena Ramos</i>	<i>Administrative Assistant</i>

#### **LIBRARY FACULTY MENTORING PLAN**

Purpose: *Broadly consult with all library faculty and encourage the participation of all library faculty in the development of the recommended plan. Submit to the Dean of the Library their recommendations for a mentoring process for all library faculty by December 1, 2009.*

#### **Membership:**

	<b>Title</b>
<i>Cindy Pierard</i>	<i>Chair</i>
<i>Sylvia Ortiz</i>	<i>Representative from the Library Promotion and Tenure Committee</i>
<i>Steve Hussman</i>	<i>Representative from the Department Heads Group</i>
<i>Theresa Westbrook</i>	<i>Representative from Tenure-Track Faculty</i>
<i>Tracey Thompson</i>	<i>Representative from College Faculty</i>

#### **LIBRARY TASK FORCE ON E-PORTFOLIO IMPLEMENTATION:**

Purpose: *The Digital Measures Task Force will lead efforts to develop and implement an electronic portfolio system for Library faculty. Duties include: familiarizing themselves and the library faculty with Digital Measures; consulting with other Colleges on campus who already have experience in the use of Digital Measures; making recommendations to the Dean of the Library on the data elements and other topics that need to be included or considered; advising the Dean on a timetable for phased-in implementation.*

#### **Membership:**

	<b>Title</b>
<i>Larry Creider</i>	<i>Chair</i>
<i>Carol Boyse</i>	<i>Committee Member</i>
<i>Cindy Watkins</i>	<i>Committee Member</i>
<i>Cary Osborne</i>	<i>Committee Member</i>
<i>Tracey Thompson</i>	<i>Committee Member</i>

***University Committees Where New Mexico State University Library Holds Official Representational Membership***

For more specific information on Committees of the University and their membership please consult the most recent *New Mexico State University Councils and Committees* publication.

<b>Committee</b>	<b>Representative</b>
Academic Deans Council	Dean of the Library
Administrative Council	Dean of the Library
Associate Deans Academic Council	Associate Dean of the Library
Association of Computing and Networking Support (ACANS)	Dean of the Library
Campus Planning Committee	Associate Dean of the Library, Dean's Appointment
Campus Webmasters Group	Teresa Roberts, Dean's Appointment
Development Leadership Group	Kristina Martinez, Position on Appointment
Faculty Senate	Dean of the Library, ex-officio
Faculty Senate–elected faculty representative	Ellen Bosman
Faculty Advisory Committee on Technology	Sara Baker, Dean's Appointment
General Education Course Certification Committee	Susan Beck, Position Appointment
Graduate Council	Dean of the Library, ex-officio, Position Appointment
Living the Vision Committee	Dean of the Library, Position Appointment
Outcomes Assessment I	Paula Johnson, Dean's Appointment (May 2012)
Outcomes Assessment II	Theresa Westbrook, Dean's Appointment (May 2010)
Provost's Council	Dean of the Library
SBCI Administrative Council	Jeanette Smith, Dean's Appointment
The Sustainability and Climate Change Task Force (SCCTF)	Theresa Westbrook, Dean's Appointment
University Communicators Group (University Communications)	Jeanette Smith, Position Appointment
University Research Committee	Dean of the Library, ex-officio, Position Appointment
Zuhl Collection Outreach Committee	Jeanette Smith, Position Appointment
Zuhl Curation Committee	Dean of the Library

***Committees Outside the Library: Representation by or relating to New Mexico State University Library (including designated organizational representatives by Dean of the Library)***

Alliance for Innovation in Science and Technology Information (AISTI)	Dean of the Library
Amigos	Dean of the Library
Association of Academic Research Libraries of New Mexico	Dean of the Library
Cooperative Collection Development Sub-Committee	Acquisition Librarian, Position Appointment
Inter-Library Loan Sub-Committee	Collection Development Librarian, Position Appointment
Systems Sub-Committee	Access Services Dept. Head, Position Appointment
LibSys5 (NMSU Libraries group)	Systems Dept. Head, Position Appointment
Midwest Organization of Libraries for Latin American Studies (MOLLAS)	Norice Lee, Dean's Appointment
New Mexico Consortium of Academic Libraries	Molly Molloy, Position Appointment
National Information Standards Organization (NISO)	Dean of the Library
U.S. Agricultural Information Network (USAIN—AGNIC)	Dean of the Library
	Dean of the Library, (Voting Partner)
	Cindy Watkins (Alternate)
Western Rangelands Partnership	Cindy Watkins, Position Appointment
Voyager User Group	Carol Boyse, Dean's Appointment