



Review of the Status of Librarian I Faculty for Senate Representation Purposes

PRESENTED BY Alan Peel, Chair

REVIEW DATES SEC – September 20, 2019

VOTING METHOD In a single vote

RELEVANT POLICY/DOCUMENT [UMD Plan of Organization for Shared Governance](#)

NECESSARY APPROVALS Senate

ISSUE

When the Plan of Organization for Shared Governance at the University of Maryland (University Plan) was last revised in 2015, the Librarian I title was being used by the University of Maryland Libraries for its professional track faculty. Since that time, the Libraries have begun treating the title as part of the series leading to permanent status, meaning Librarian I faculty are included in the same constituency as those holding other titles in the permanent status track. In August 2019, the Senate Executive Committee (SEC) charged the Elections, Representation, & Governance (ERG) Committee with a review of the status of Librarian I faculty to determine whether they were being represented appropriately on the Senate, and recommending any changes, as appropriate.

RECOMMENDATIONS

The Elections, Representation, & Governance (ERG) Committee recommends that the Senate Office should treat all faculty with the Librarian I title as belonging to the “full-time tenured and tenure-track faculty and their equivalent” sub-constituency defined in Article 3.2.a(1) of the University Plan. This classification should apply in all cases where constituency is relevant, including eligibility for election to the Senate, apportionment of the Senate, and eligibility for seats on Senate and Senate-appointed bodies.

The University Senate should charge the next Plan of Organization Review Committee with incorporating Librarian I faculty into the “full-time tenured and tenure-track faculty and their equivalent” sub-constituency defined in Article 3.2.a(1) of the University Plan, and with ensuring that constituency definitions are sufficiently flexible to accommodate changes in University practices between reviews.

COMMITTEE WORK

The ERG Committee considered the charge at its meeting on September 3, 2019. In addition to reviewing materials identified in its charge, committee members, among them two faculty members from the Libraries, met with the Senate’s Executive Secretary and Director. The committee carefully considered the principles behind the constituency categories established in the current University Plan, and determined that Librarian I faculty should be treated as permanent-status track faculty rather than professional track faculty for purposes of Senate representation and apportionment.

Given that the University Plan is not scheduled for review until 2025, the committee recommended changes in Senate Office practice to ensure Librarian I faculty are appropriately represented until such time as the University Plan can be amended.

ALTERNATIVES

The Senate could choose not to include Librarian I faculty with their permanent-status track colleagues and continue classifying them as professional track faculty. However, the Senate would lose the opportunity to ensure Librarian I faculty are represented as intended by the University Plan.

RISKS

There are no risks to the University in adopting these recommendations.

FINANCIAL IMPLICATIONS

There are no financial implications.



Review of the Status of Librarian I Faculty for Senate Representation Purposes

2019-2020 Committee Members

Alan Peel (Chair)
MacKenzie Allen (Undergraduate Student)
Sarah Babineau (Ex-Officio Director of Human Resources Rep)
Holly Brewer (Faculty)
Nicole Catanzarite (Graduate Student)
Leigh Ann DePope (Faculty)
Alexander Houck (Non-Exempt Staff)
Christine Johnston (Faculty)
Robert Koulish (Faculty)

Elizabeth Lathrop (Faculty)
Sharon La Voy (Ex-Officio Associate VP IRPA Rep)
Ngam Kenneth Ngong (Graduate Student)
Calvin Oates (Exempt Staff)
Bria Parker (Faculty)
Nicholas Torre (Undergraduate Student)

Date of Submission

September 2019

BACKGROUND

In August 2019, the Senate Executive Committee (SEC) charged the Elections, Representation, & Governance (ERG) Committee with a review of the status of Librarian I faculty to determine whether they were being represented appropriately on the Senate. In addition to consulting with the Senate's Parliamentarian and its Executive Secretary and Director, the committee was asked to consider the constituency categories established in the Plan of Organization for Shared Governance at the University of Maryland (University Plan). The committee was also asked to review how faculty titles are currently used by the University of Maryland Libraries and to review several policies establishing how Libraries faculty are appointed and promoted. The committee was asked to determine how Librarian I faculty should be represented on the Senate and recommend any necessary adjustments to Senate practice, as appropriate (Appendix 2).

COMMITTEE WORK

The ERG Committee considered the charge at its meeting on September 3, 2019. In addition to reviewing materials identified in its charge, committee members, among them two faculty members from the Libraries, met with the Senate's Executive Secretary and Director. The committee learned that Article 3 of the University Plan defines three major constituencies from which voting Senators are elected: faculty, staff, and students (Appendix 1). There are divisions within each of these constituencies, as well, and each is apportioned Senate representation based on specific criteria.

When the University Plan was last revised by the Plan of Organization Review Committee (PORC) in 2015, the faculty constituency was split into two sub-constituencies: full-time tenured/tenure-track faculty, and full-time professional track (PTK) faculty. Included in the first category are all librarians who have permanent status, as well as those with a title from the series that culminates in permanent status (permanent-status track), which currently includes Librarian I, Librarian II, Librarian III, and Librarian IV. In the course of its work, PORC consulted with the Libraries on how Librarian faculty should be represented. At that time, the Libraries were using the Librarian I title for its PTK faculty, which led PORC to include the title in the definition of the PTK faculty sub-constituency.

The ERG Committee learned that the Libraries have since transitioned to using Librarian I as the initial title in the permanent-status track series. This change, which is reflected in the Libraries Policy on Appointment, Promotion, and Permanent Status of Librarian Faculty ([II-1.00\[B\]](#)), was made in part to comply with the University System of Maryland Policy on Appointment, Rank, and Tenure of Faculty ([II-1.00](#)). The Libraries currently use the Faculty Specialist title series for its PTK faculty, which is already included in the full-time PTK faculty sub-constituency.

The committee determined that one of the principles guiding the 2015 revisions to the University Plan was that all faculty with tenure or permanent status (or who are on track to attain tenure or permanent status) should be included in one sub-constituency, and all PTK faculty should be included in another. As such, given the Librarian I title is part of the permanent-status track, faculty with that title should be included in the first sub-constituency. Yet the Plan’s language, which is based on title usage that has since changed, treats those with the Librarian I title as PTK faculty.

To resolve this contradiction, the committee determined that Librarian I faculty should be included in the sub-constituency established for tenured/tenure-track and permanent status/permanent-status track faculty. Given that the University Plan is not scheduled for review until 2025, the committee recommended that the Senate should treat Librarian I faculty in accordance with the spirit of the current University Plan until the next PORC process can address the inconsistency. The committee shared its recommendations with the Senate’s Parliamentarian, who had no objections. After due consideration, the ERG committee voted unanimously to approve its recommendations at its meeting on September 3, 2019.

RECOMMENDATIONS

The Elections, Representation, & Governance (ERG) Committee recommends that the Senate Office should treat all faculty with the Librarian I title as belonging to the “full-time tenured and tenure-track faculty and their equivalent” sub-constituency defined in Article 3.2.a(1) of the University Plan. This classification should apply in all cases where constituency is relevant, including eligibility for election to the Senate, apportionment of the Senate, and eligibility for seats on Senate and Senate-appointed bodies.

The University Senate should charge the next Plan of Organization Review Committee with incorporating Librarian I faculty into the “full-time tenured and tenure-track faculty and their equivalent” sub-constituency defined in Article 3.2.a(1) of the University Plan, and with ensuring that constituency definitions are sufficiently flexible to accommodate changes in University practices between reviews.

APPENDICES

- Appendix 1 — Article 3 of the Plan of Organization for Shared Governance at the University of Maryland
- Appendix 2 — Charge from the Senate Executive Committee

**Appendix 1 - Article 3 of the Plan of Organization for Shared Governance at the
University of Maryland**

Plan of Organization for Shared Governance at the University of Maryland

**ARTICLE 3
MEMBERSHIP AND ELIGIBILITY**

- 3.1 There shall be a Senate, a unicameral body composed of voting representatives called Senators from the following constituencies and certain non-voting ex officio members.
- 3.2 Faculty Senators:
- 3.2.a Faculty constituencies include:
- (1) full-time tenured and tenure-track faculty and their equivalent, defined as:
 - (a) faculty who hold a tenured or tenure-track appointment at the rank of Professor, Associate Professor, Assistant Professor,
 - (b) Librarian faculty who hold a permanent status or permanent status-track appointment at the rank of Librarian II, Librarian III, or Librarian IV,
 - (c) Field faculty with titles parallel to the rank of Professor, Associate Professor, Assistant Professor, and
 - (d) Instructors and Lecturers who have job security; and
 - (2) full-time professional track faculty, defined as:
 - (a) All professional track faculty (as defined in II-1.00 [G]), and Librarian I faculty (as defined in II-1.00 [A]), excluding the term-limited and entry-level professional track titles.
- Part-time faculty may not be added together to compose a faculty constituent.
- 3.2.b Representatives to the Senate shall be elected from those faculty constituents who have been under contract to the University at least since August of the academic year during which the election is held. All these Senators shall be elected in accordance with the individual Plan of Organization of their College or School, or, for Library faculty, the Plan of Organization of the Library, as approved by the Senate. Faculty serving as administrators shall be considered members of the units in which they hold faculty rank and are thus eligible for election to the Senate from those units. However, notwithstanding the below rate of representation, each College or School shall be entitled to at least as many Senators as there are academic departments. Any College or School with fewer than a major fraction of faculty members shall be entitled to elect one Senator for each faculty constituency defined in 3.2.a.
- (1) One faculty Senator shall be elected by the tenured or tenure-track faculty for each 15 faculty members as defined in 3.2.a.(1) above, or major fraction thereof (8 or more); and
 - (2) One faculty Senator shall be elected by the professional track faculty for each 30 faculty members as defined in 3.2.a.(2) above, or major fraction thereof (16 or more).
- 3.2.c Faculty who hold joint appointments of equal time in two or more academic or administrative units may vote in or be elected to a Senate seat from only one of those units. Such individuals shall be asked by the Office of the University Senate to indicate in which unit they wish to have voting representation. Individuals may change their voting representation only when the Senate is reapportioned.

3.2.d In apportioning senatorial representation among academic departments and programs or other units within Colleges and Schools, such representation must be fair and equitable. Since section 3.2.b ensures that a College or School has at least as many faculty senators as it has academic departments, provisions to combine academic departments to share a faculty Senate seat (or to elect the faculty Senator in rotation among the units) will require compelling arguments based on great disparities in size among the departments of the College or School in order to satisfy the requirements of this section in the review specified in section 11.3.a. Academic programs or other units without departmental status in the College or School may be combined, or combined with an appropriate department, for purposes of senatorial representation in order to achieve fairness and equity within the College or School. In such situations, all faculty from the units shall be equally eligible for nomination and election to the Senate.

3.2.e In the case of the reorganization of the existing academic departments or creation of new academic departments within a College or a School, the College or School shall be responsible for submitting a reapportionment plan under the review procedures of section 11.3.a to provide representation for the affected constituencies. If the reorganization or creation of departments would entitle the College or School to new representatives under section 3.2.b, such additional representatives shall be awarded to the College or School.

In the case of the creation of a new departmentalized College or School, the new College or School shall submit an apportionment plan under the review procedures of section 11.3.a.

In all cases of creating a new College or School, the Senate shall ensure that the number of its faculty representatives in the Senate meets the requirements of section 3.2.b, creating new Senator seats as necessary.

In all cases covered under the provisions of this section, currently elected Senators from the affected units shall serve until the end of their terms, or until they resign, just as they would under a regular reapportionment of the Senate as specified in section 3.8.b.(2).

3.2.f The term of each elected faculty Senator shall be three years, irrespective of any academic reorganizations that may take place during that time. Senators who have served a full term shall for a period of one year be ineligible for re-election or for appointment to the Senate.

3.3 Staff Senators:

3.3.a For purpose of representation in the Senate, staff constituents are defined as those who hold a full-time permanent appointment as defined by the applicable University definitions and classifications. Part-time staff may not be added together to comprise a staff constituent. The Bylaws shall provide provisions to divide the staff constituency into no more than four categories, nor less than two categories, which are consistent with applicable University regulations for purposes of representation.

3.3.b One staff Senator shall be elected for each 200 staff constituents or major fraction thereof (101 or more) in each category. Any category with fewer than 200 persons shall be entitled to elect one Senator. The candidates receiving the highest number of votes as determined by procedures established by the appropriate Senate committee shall be declared elected.

3.3.c The term of each elected staff Senator shall be three years. Staff Senators who have served a full term shall for a period of one year be ineligible for re-election or for appointment to the Senate.

3.3.d Terms of staff Senators shall be staggered under a mechanism included in the Senate Bylaws.

3.3.e The senatorial responsibilities of each staff Senator shall be considered a part of his/her official duties.

3.4 Student Senators:

For purposes of representation in the Senate, the student constituency is divided into two independent categories.

3.4.a Undergraduate Student Senators:

- (1) One student Senator shall be elected for each 1000 full-time undergraduate students or major fraction thereof (501 or more). Each College or School with undergraduate enrollment and the Office of Undergraduate Studies shall be represented by at least one undergraduate student Senator.
- (2) The term of each elected undergraduate student Senator shall be one year. Undergraduate student Senators are eligible for re-election for up to three consecutive terms.
- (3) No undergraduate student shall be elected to, or serve in, office if not in satisfactory academic and disciplinary standing as defined in University publications.
- (4) An undergraduate student Senator must be continuously enrolled in an undergraduate program at the University for at least twelve academic hours during the academic semesters served in the Senate and shall not hold faculty rank, or an administrative or staff position, but may be employed by the University as a student employee.

3.4.b Graduate Student Senators:

- (1) Ten graduate student Senators shall be elected in an at-large election. No more than two graduate student Senators may be from the same College or School.
- (2) The term of each elected graduate student Senator shall be one year. Graduate student Senators may be re-elected for up to three consecutive terms.
- (3) No graduate student shall be elected to, or serve in, office if not in satisfactory academic and disciplinary standing as defined in University publications.
- (4) A graduate student Senator must be continuously enrolled and be certified by the Graduate School as a full-time graduate student in a graduate degree program at the University during the academic semesters served in the Senate, and shall not hold faculty rank, nor an administrative or staff position, but may be a graduate assistant, graduate research assistant, or graduate fellow.

3.5 Other Senators

In order to provide some representation for members of the campus community who do not meet the criteria for inclusion in the Faculty, Staff, or Student constituencies, the Senate, in its Bylaws, may define up to ten additional constituencies, each to be represented by one Senator, elected or appointed according to procedures to be set forth in Bylaws.

3.6 Ex Officio Members of the Senate

3.6.a Unless elected as a voting member of the Senate by an appropriate constituency, the following shall be non-voting ex officio members of the Senate:

- (1) the President;
- (2) the Senior Vice President & Provost;
- (3) the Vice Presidents;
- (4) the University ombuds officers;

- (5) the Directors of Centers, Institutes, Academic Programs, and Undergraduate Admissions;
- (6) the Chairs of Academic Departments;
- (7) the Executive Secretary and Director of the Senate;
- (8) the President of the Student Government Association;
- (9) the President of the Graduate Student Government Association;
- (10) the chief executive officer of any institution-wide constituency group recognized in Article 3 and not otherwise provided for in Article 3.5; and
- (11) the Director of Athletics.

3.6.b Non-voting ex officio members of the Senate shall enjoy all the privileges of Senate membership except the right to vote.

3.6.c All academic and administrative deans shall be voting ex officio Senators.

3.7 Disqualification from the Senate

3.7.a No person shall be disqualified from election if in satisfactory standing at the University, if a member of the constituency for which the election is being held, and if in attendance since August of the academic year in which the election takes place.

3.7.b Membership in the Senate shall terminate in accordance with provisions in the Bylaws.

3.8 Reapportionment of the Senate

3.8.a In accordance with the procedures set forth in the Bylaws of the Senate, reapportionment of the Senate shall be conducted every five years to reflect more accurately the composition of the University community.

3.8.b Upon reapportionment:

- (1) a department, unit, or staff category that gains representation through reapportionment shall nominate and elect constituent(s) in the next election cycle;
- (2) a department, unit, or staff category that loses representation through the reapportionment shall retain all currently elected Senators until the end of the Senator(s) term(s) or until the Senator(s) resign(s). Upon completion of the term(s) or resignation(s) from the Senate, the vacated seat shall not be replaced.

3.8.c Reapportionment shall occur immediately upon final approval of this University of Maryland Plan of Organization for Shared Governance, except when a reapportionment has occurred within the previous five years.

3.8.d Reapportionment of senatorial representation among units mandated by this University of Maryland Plan of Organization for Shared Governance to conduct senatorial elections shall be the responsibility of those units and shall be conducted as fairly and equitably as possible.



**Review of the Status of Librarian I Faculty for Senate Representation Purposes
(Senate Document #19-20-08)
ERG Committee | Chair: Alan Peel**

The Senate Executive Committee (SEC) and Senate Chair Lanford request that the Elections, Representation, & Governance (ERG) Committee review the status of Librarian I faculty for Senate representation purposes.

Specifically, it asks that you:

1. Review Article 3 of the [University of Maryland Plan of Organization for Shared Governance](#).
2. Review the University System of Maryland (USM) Policy on Appointment, Rank, and Tenure of Faculty ([II-1.00](#)).
3. Review the University of Maryland Policy on Appointment, Promotion, and Permanent Status of Library Faculty ([II-1.00\[B\]](#)).
4. Review the University of Maryland Libraries Professional Track Faculty (PTK) Policies and Procedures for Appointment, Reappointment, and Promotion.
5. Consult with the Executive Secretary & Director of the Senate.
6. Consult with the Parliamentarian of the Senate.
7. Consider whether Librarian I faculty should be considered permanent-status track or professional track faculty for purposes of Senate representation.
8. Make a recommendation for Senate Office implementation until the Plan of Organization Review Committee (PORC) can formally reassess the discrepancy when it reconvenes.

We ask that you submit a report to the Senate Office no later than **September 12, 2019**. If you have questions or need assistance, please contact Reka Montfort in the Senate Office, extension 5-5804.