Administrative Matters:

Joan McConkey, Planning and Administrative Services Librarian, gave a report on capital outlay expenditures: the steam tunnel insulation under M10 has been completed; the east entrance area of Norlin and some of the Math/Physics Library will be recarpeted during the January intersession; and terminals, multiplexers and light wands have been ordered for the branch libraries. The first 10 or 12 items on last year’s capital outlay request will be ordered from the Library fine account. Capital outlay requests for 1985/86 will be needed in January or February.

There was also some discussion of service problems with Campus Coin Copies. They are attempting to solve these problems: a new service person has been hired and a supply of spare parts will be maintained. If departments continue to have problems, they should send memos to Joan McConkey with specific complaints.

Ben Lo Sue introduced Ellen Robertson, the new CBRS coordinator.

Faculty Meeting: Martha Jo Sani, moderator

1. The minutes for the October 4, 1984 meeting were approved.

2. Committee Reports:

A. Faculty Personnel Committee: Chris Busick reported that reappointments are underway. The Library Faculty Handbook will be put on a disc to make future revisions simpler.

B. Nominations Committee: no report.
C. Sabbatical Committee: Karl Kroeger reported that three of the seven eligible faculty members requested sabbaticals. The Committee recommended to the Director that Sharon Gause, Harriet Rebuldela, and Al Wynne be granted sabbaticals. Two of the seven declined the opportunity and two will carry over to next year. The Committee also recommended an extended administrative leave for Joan McConkey.

D. Travel Committee: Nancy Carter reported that $5,400 of the original $6,000 fund has been allocated. The Director has given the Committee an additional $2,000 for this year only.

E. Tenure Committee: Al Wynne reported that there will be a meeting of the tenured faculty next week on the subject of post-tenure review.

3. Library Advisory Board: Marilyn Wertheimer reported that there has not been a meeting.

4. Old Business

A. Task Force on Evaluation: Nancy Carter read the following changes to the 4/10/84 draft:

0173.5 Evaluation of Temporary Faculty

End first sentence after evaluations and insert this sentence: "For appointments of less than one year, evaluation shall be done before termination of the appointment."

0175 Before section A insert:

Criteria below are illustrative and not exhaustive.

0180 Eliminate the next to last paragraph (on group evaluation).

Sections 0171-0175 and 0180 were approved as amended.

The only remaining section for discussion and vote is 0179 Appeal of Annual Evaluations. Action on it will be taken at the next faculty meeting. Carter reminded the group that the makeup of the ad hoc committee is the key issue here. Jean Messimer moved that the new evaluation system take effect for the 1985 evaluations. This passed unanimously.

B. Jean Messimer of the Task Force on Bylaws and Organization presented the task force's motion on handbook changes to provide support for research, publication, and creative work:
That the Library Faculty request the Faculty Personnel Committee and the Sabbatical Committee together to consider bringing proposed changes in the Library Faculty Handbook to implement such a program and to report at the next faculty meeting.

The motion passed.

5. New Business: Jean Messimer brought a proposal to change the language of section 0229 of the Library Faculty Handbook as follows: "The term of the sabbatical leave shall be for six months at full pay or 12 months at half pay. The faculty member may add accrued leave to the sabbatical leave time."

There was general agreement that the option for half salary for two semesters was available to us through the University Faculty Handbook, but some question about the possibility of 6 and 12-month sabbatical leaves. Joan McConkey will check with Brangwyn Foote about this and report to the FPC. FPC will bring a recommendation on this section to the next faculty meeting.

6. Professional opportunities: A letter from Colorado Libraries and the Arts Messinger will be posted on a Bulletin Board across from M430. The new NEH announcement on programs for libraries is available from Joan McConkey.

7. There will be no meeting in January because of the time conflict with ALA midwinter.

The meeting was adjourned.

JM/jri