LIBRARY FACULTY MEETING  March 3, 1988
Place: A-Y Conference Room, 9:00 AM
Moderator: Ben Lo Sue (Acting Moderator)
Recorder: David Fagerstrom

The Administration Report was delayed until later in the meeting.

Search Committees reports:
Serials Cataloger search: Has been completed. Carolyn Mueller introduced Margaret Mering as the new Serials Cataloger.
Chinese Cataloger: Has hired Cathy Chu who will start April. Business Assistant Librarian: Has been completed. Yolanda Maloney was offered the position and starts in July. Assistant Sci. Librns.: The committee has met once. The position announcement will be coming out soon. Assistant Gov., Publs. Librns.: Has received 79 applications of which 27 remain in the search process.
Western History: Clyde Walton will chair an upcoming search committee for the Head - Western History.

Minutes from the February meeting were approved and accepted.

David Fagerstrom Reported on the University Faculty Council. The Council is concerned about getting faculty to participate as the reward structure for working on the council is lacking. The Council reaffirmed its rights to faculty governance as written in the laws of the regents. In so doing the Faculty council stopped the passage of the "Student Honor and Conduct Codes" until it was reviewed by the Council. The Faculty Council is also requesting an amendment to the state legislature that a Faculty Council member be represented on the Advisory Board to the CCHE.

Ben Lo Sue reported on the Boulder Faculty Assembly (BFA). He reiterated the Faculty Council's concerns of lack of faculty participation on the BFA; that the individuals holding the present BFA positions was a none contested race. In other words the faculty nominated got the positions with no contest. Ben also reported that the BFA is also concerned about the student honor codes. The BFA is concerned with the process of writing those codes as a committee acted "in camera".

Committee Reports:
Faculty Personnel: Has received and is working on the Yellow Sheets. Next month there will be some proposals to change the Library Faculty Handbook because of changes recommended by the subcommittee on changes to the Search Handbook.
Travel: No report.

Sabbatical: Concerning a leave of absence/Sabbatical there are currently no rules concerning changing an approved leave request from 5 months at full pay to 13 months at half pay or vice versa. It was pointed out that
a sabbatical was a regential issue whereas a leave of absence was an administrative issue.

Reappointment: No report.

Nominations: Will be meeting next month to work on a nominations ballot.

Library Advisory Board: Met with Jim Williams two weeks ago. The minutes of this committee in the future will be circulated.

Tenure: Will be meeting to discuss bringing procedures for tenure up-to-date. Carolyn Mueller pointed out that the procedures were in place and are OK. The issue is that of the criteria for tenure. A time frame for tenure review decisions was being discussed. Jim Williams will have a draft tenure document for the committee to review.

Staff Cabinet: Skis Hamilton pointed out that the description and constitution of the Staff Cabinet was not part of the Library Faculty Handbook. It was suggested that the FPC work with the Staff Cabinet on this issue.

Old Business: No old business was discussed.

New Business: The dates for the Secretarial/Recorder schedule have been changed to the following:

1987-1988
Fagerstrom, David March
Fink, Deborah April
Gause, Sharon May

1988-1989
Babiak, Paul June
Boucher, Virginia July
Busick, Christopher August
Hamilton, Fred September
Hensley, Charlotta October
Horner, Sheryl November
Jones, Florence December
Klemme, A. Carol January
Kohl, David February
Krismann, Carol March

2) Ben Lo Bue submitted the following motion which was seconded. "Be it moved that the order of the agenda be changed to: Admin. Report, Approval of minutes, Old business, New business, Committee reports, etc."

The motion was passed unanimously. James Williams requested an amendment to the above motion; that the first part of the agenda be a review of the agenda.

This amendment was approved unanimously.
ADMINISTRATION REPORT:  (James Williams)

Clyde Walton has accepted the position as Associate Director for Special Collections. This position oversees Western History, Special Collections, and Preservation.

Director Williams met with the regents and discovered they were unaware of several Library issues: i.e. differential rates for serial subscription. Jim was asked to make a presentation on Library operations in general. There was a principal concern about funding and discussed U.S. West's concerns about the Engineering Library. Jim pointed out that rather than compare this institution's resources to others it would be better to establish our own quantitative review of the Libraries resources by doing a formal collection analysis program. It was suggested we may use ARL's assessment project if ARL's assessment plan has been refined. Once the assessment was completed it would be headed for the regents subcommittee. While useful, the regents 1st emphasis should not be in comparing us nationally. We are looking for recognition for more staff and money. Jim is looking forward to a full board meeting with the regents which should take place this month or in April.

Director Williams has completed all visits to external branch libraries and feels he has gained a good comprehension of this Libraries' system. He is hearing faculty concern about the Libraries' resources, but has also heard that the service we provide is good, especially ILL. Jim is concerned about the 180 day circulation period. Jim would like to shorten this as the long dorm period may be the underlying reason for the complaint that the materials are not available. Jim also recognizes that most library patrons do not go through the recall process and are more likely to borrow from another institution such as Auralia.

Jim has met with the Graduate Student Advisory Council and the University of Colorado Student Union (UCSU).

Jim complimented the Library on having "real good internal house keeping".

Director Williams has pending meetings with: 1) the Public Relations Staff; 2) Deans; 3) campus Department Heads; and 4) Library Committees of professional schools.

Jim has reviewed 39 "yellow peril" (Category 2 and 3 yellow sheets). He reported he was very encouraged by the library faculty's productivity and is requesting a much better than average merit increase from the office of Vice Chancellor for Academic Affairs, Bruce Ekstrand. Jim further commented that such a record would substantiate getting a good tenure document. Director Williams requested that his findings be summarized for the faculty minutes. The summary of Library faculty productivity for the period 1987 is:
BIBLIOGRAPHY
A. 4 books published by 4 faculty members
B. 28 published articles in the open literature, produced by 13 faculty members
C. 4 published reports produced by 3 faculty members
D. 1 abstract produced
E. 28 reviews published by 10 faculty members
F. 5 activities in this category by 3 faculty members

RESEARCH, WRITING, OR OTHER SCHOLARLY WORK IN PROGRESS
A. 10 sponsored projects totaling $146,263 supporting the work of 10 faculty members
B. 28 unsponsored projects of 17 faculty members
C. 7 proposals submitted by 4 faculty members

PUBLIC SERVICE IN A PROFESSIONAL CAPACITY
A. External consultative activities by 16 faculty members
B. 20 formal speeches given by 12 faculty members
C. 10 faculty members involved in substantive civic activities related to their professional post

COMMITTEE SERVICE
A. 12 faculty members serving on 24 departmental committees
B. 28 faculty members holding 83 college committee appointments
C. 18 faculty members holding 40 University Committee appointments

EXTERNAL SCHOLARLY OR PROFESSIONAL ACTIVITIES
A. 42 elective professional offices held by 16 faculty members
E. 5 papers presented at national meetings by 3 faculty members

IMPROVEMENT OF INSTRUCTION
A. 5 faculty members involved in the development of University-wide course materials

EDUCATION
A. 22 faculty members participating in some 68 continuing education activities

HONORS, AWARDS AND RECOGNITION
A. 5 faculty members receiving external awards for distinguished professional recognition

INDIVIDUAL STUDENT INSTRUCTION OR SUPERVISION
A. 3 faculty members serving as major academic advisors
B. 7 faculty member serving on the thesis committee of several students

STUDENT ADVISING
A. All Public Service librarians providing library orientation sessions as requested by respective faculty members
COMMENTS - none

COURSE SECTIONS TAUGHT
A. 10 faculty members involved in formal courses totaling 37 credit hours and 8434 contact hours, for 275 students
B. 24 faculty members involved in the presentation of guest lectures covering over 40 subject areas, totaling 8907 contact hours.

-end of summary-

Meeting adjournment 10:36AM