TO: Library Faculty  
FROM: Sharon Gause - Recorder for April 1988 meeting  
SUBJECT: Minutes of April 7, 1988 Faculty meeting

AGENDA:
Administration Report - Jim Williams
Jim elaborated on the administrative and advisory structure he is setting in place.
The Administrative Cabinet consists of Leo Cabell, David Kohl, Joan McConkey, and Charlotta Hensley and has met three times.

The Library Council is being formed as a broader discussion group. It will include department heads and functional supervisors. There will be minutes that will be distributed to all staff.

CARL held a two day retreat at the Aspen Lodge. Ward and Jim had lunch before retreat to discuss the three pages of concerns Jim presented to CARL. The concerns were discussed at the retreat and four priorities were set:
1. Reindexing
2. Serials inventory - Charlotte will be working with CARL. UCB may be the alpha site.
3. Acquisitions - Harriet will be working with CARL.
4. ILL, global searching and self generated ILL.
CARL is setting up a for profit arm. Jim feels there needs to be accountability and wants to protect UCB's interests. Because of this Jim will draft a "generic" uniform contract for CARL with time lines and objectives. There was discussion of needing another staff to work with coordinating the network. Jim also brought up documentation.

Old Business
Approval of Minutes for February - Approved as written.

New Business
Proposed changes to the Faculty Handbook:
1839: Membership on search committees
Addition: Director shall appoint chair of search committee which shall be immediate supervisor.
Addition: Representative of FPC shall not be chair of search committee and has not other function but to be FPC representative.
Discussion items: Make up of the search committees such as inclusion of paraprofessional and faculty outside the library. The faculty handbook and the University faculty handbook state the rules for faculty personnel issues.

Vote: Both parts were voted on together. Motion carried unanimously.

Reports

FPC - almost finished with yellowsheets.
Travel - $3000 left so send requests.
Sabbatical - In the handbook, time periods for sabbaticals were 10 months and 5 months. The Vice Chancellor has rejected those that were sent forth this year for the 10 and 5 month time periods. The faculty involved have been notified.
Reappointment - no report.
Nominations - no report.
Tenure - no report.
Library Advisory Board - three items were discussed. 1. Student wages - WS for Summer. 2. Refunds for vending machines. 3. Hours - service hours in the Library. Jim will take these issues to the Library Cabinet.
Staff Cabinet - Jim made the recommendation that Library Advisory Board and Staff Cabinet be combined. Joan is to get the chairs together to work on this. The Staff Cabinet would meet on their own with their representative carrying the concerns of the group to the Library Advisory Board.

Announcements

Rare Book Associates will have their annual lecture April 24. Topic is Henry Pettit, a founder of the Rare Book Associates.

EFA

Executive Committee - For the North Central Accreditation the Library will be Chapter 2 of a three chapter document being drafted for the accreditation.
Skip Hamilton was elected to the Education Policy and Standards Committee.
David Fagerstrom elaborated on the issues of sabbatical being made public, faculty misconduct and how to protect the individuals involved, and a promotion & tenure study group.