Minutes of Faculty Meeting

2 June 88

Chris Busick declared a quorum and opened the meeting. Administration report was delayed until the arrival of the administration representative. Minutes were approved as written. No old business. No new business.

Committee Reports

Faculty Personnel Committee. A suggestion was presented to change the handbook to include staff and teaching faculty on search committees. After discussion, Fagerstrom moved to leave section 1639 as it stands, limiting search committee membership to library faculty members. Kroger seconded the motion, and the motion passed.

FPC will submit mail ballots of 8 names for faculty to select 7 members for the FPC Subcommittee on Tenure. There were no motions from the floor to add to the list. Jim Williams clarified that the charge to the committee will be to refine the existing documents, not to write a major revision. The document will be submitted to the chancellor for approval. The whole process should move "quickly", not be a long drawn-out one.

Administration Report (made by Jim Williams)

The faculty offers its sympathy to Martha Whittaker on the death of her mother.

Recommendations for merit raises were submitted June 1. The library's relative "rating" (which is tied to dollars for salary increases) is 2.6. A 3 and above is considered "good". The library reciieved 4.05% of its dollar base ($52,000), of which 60% will go towards equity and market raises, and 40% for merit raises. 87% of the faculty got "merit" raises (everyone with a 4.0 rating or over) at the rate of $157/point. Everyone will receive an equity increase, based on points received. There were 5 or 6 recommendations for special equity. Whether or not the university administration will accept this plan is unknown.

Jim Williams hopes that the faculty will move away from a number-based system to a narrative basis for raises next year.
The materials budget for next year is $1 million, 12% of which goes to Law.

Williams is on the chancellor search committee.

Williams introduced Becky Lanzini from CARL to discuss serials check-in and the project to access the contents of journals through a file on PAC. Williams hopes to see a system that will speed up access and facilitate decentralization of serials receipt and check-in.

**Becky Lanzini's Report**

The first step is to load the table of contents of journals for searching by current search methods and by journal title and issue number. The table of contents can be keyboarded in at the time of check-in. Keyboarding can theoretically be done either at local libraries or centrally at CARL. A mixture of these 2 methods, depending on need for transliteration, format of the journal, etc., will be used. (Entry of subject terms would represent another level of complexity and remove this process from the clerical level.) CARL hopes to receive prepublication tables of contents and abstracts directly from the publishers by March 1989. This would change the keyboarding process. Technology for entering data by scanning does not yet exist due to the variety of typefonts.

CARL Systems, Inc., is legally in place to market CARL services and return profits to CARL in forms which are appropriate to meet IRS requirements and will hopefully allow CARL to improve and support the serials services without cost to members, while maintaining its nonprofit status. It is not clear whether Eyring will continue to market the current software, but it is not intended now to take over from Eyring.

Currency is essential; data should be on PAC at the same time that the issue reaches the shelf. Journals to be keyboarded at CARL will be mailed there by the publisher. CARL plans "24-hour turn around time", i.e., each item will be out of the office within 24 hours of receipt at CARL. Time delay of journal receipt for libraries would be 24 hours + mail/courier time + non-working days.

CARL Systems, Inc., will market a database (CARL members holdings) and a search software. The faculty expressed concern over the lack of sophistication of the current search capabilities, and recommended adding date and journal titles to word search, the addition of
"descriptive title" at time of data entry, and the addition of the Boolean "or".

Processing at the data entry point is not yet established in detail. The database will be a universal one, with the capability of search on institutional subsets.

Systems will be free to CARL members.

A prototype of the system will come up for librarians to work with in making recommendations.

If CARL Systems Inc. does not make a profit, it is unclear what the financial implications for CARL will be.

The library faculty and administration emphasized the need for a group process in developing the system, for CARL to be more open to the expressed needs of members.

More Committee Reports

Nominations Committee
Slate was presented and nominations from the floor requested. Rice removed her name from Promotion & Reappointment Review Committee. Hamilton was added to the same committee and removed from the Travel Com. Byrne was added to the Travel Committee. Rice was added to Faculty Moderator.

July meeting was canceled.

Respectfully submitted,

Florence Jones, Secretary