1. Susan Bristow, new Temporary Library Faculty in Serials Acquisitions Department was introduced.

2. Corrections to the minutes from the October Library Faculty Meeting were suggested by Jan Nelson.

3. Faculty Search Handbook

   Ellen Robertson, representing the Faculty Search Handbook Committee, thanked the committee members for their work. She explained that the purpose of the handout which had been distributed earlier was to try to make the Library Faculty Handbook consistent with the Library Search Committee Handbook.

   Proposed change #1 from the handout suggested an addition to the end of the second paragraph which would define the role of the FPC representative. There was no discussion, and the faculty voted to adopt this addition.

   Proposed change #2 suggested a change in the requirement that an indirect supervisor must serve on a search committee. After discussion, an amended motion was suggested by David Kohl: "An Assistant/Associate Director may choose not to serve as a member of a search committee for those positions that do not report directly to him/her." This amended motion passed.

   Proposed change #3 suggested adding a paragraph specifying that a member of a protected class should have responsibility for ensuring that the search is conducted in the spirit of affirmative action. This statement is already in the Library Search Handbook but not the Library Faculty Handbook. It was pointed out that the phrase "protected class" would mean that a minority group representative was not required. After discussion, it was agreed that this proposal would be sent back to the committee for revision.

4. Committee reports

   A. Staff Cabinet liaison. This position has been abolished. There is nothing written into the Faculty Handbook, so no revision is necessary.

   B. Faculty Personnel Committee Ellen Robertson reported that reappointment packets from four faculty members are due this Friday.

   C. Travel Committee had no report.

   D. Sabbatical Committee Six recommendations have been forwarded.

   E. Reappointment Committee has not met.
F. Nominations Committee Steve Wrede's resignation has caused vacancies on two committees which have been filled as follows:
Reappointment/Promotion Committee, Kyung Menkick; Library Advisory Board, Margaret Mering.

G. Library Advisory Board John Duane is the new chair. It was noted that since Library Advisory Board minutes are separately distributed, these minutes are not part of the Library Administration Reports.

H. Tenure Committee The full committee met, deliberated, and sent forth a recommendation for tenure for the candidate for Assistant Director for Technical Services.

5. Administrative report
Jim Williams gave the report for this meeting.

The library welcomes back David Fagerstrom after his illness.

In the forthcoming meeting with the Regents, Jim wants to stress the library's need for basic collections and get support for ongoing programs as well as special onetime projects. He discussed the need to identify holes in the book collection, especially in areas offering new degree programs. Other issues are equipment needs, including readers, CD ROMS, printers, and maintenance contracts, care and preservation issues, and cataloging personnel. Space in Norlin is off-limits to the University Space Committee. It was noted that grant money for library purchases can be designated in proposals; however, this is often not monitored. Some of the University's departmental libraries were identified and there was talk about the lack of access to these resources.

6. Old business Ben LoBue discussed the documents from the President's office on Proposed Policies on Teaching, Service, and Differentiated Workloads; and Annual Merit Increases, which were distributed earlier. These documents deal with differentiated workloads, equivalencies and ratios that define tenure criteria. They have been discussed in FPC and the Boulder Faculty Assembly as well as Library Faculty meetings. There are two separate documents which speak to different issues. It was pointed out that concern with workload as defined by a supervisor could make it difficult for a person to achieve tenure. Concerns about the content and implications of these documents should be addressed to Ben LoBue, Carol Krismann, David Fagerstrom, Skip Hamilton, or Chris Busick, who are representatives to various University Faculty committees.

There were no announcements, and the meeting adjourned to be followed by the Bibliographer's meeting.