Minutes
Library Faculty Meeting
August 2, 1990

Present: Arp, Boucher, Byrne, L. Croter, Chiu, Fong, Garrison, Gause, Hamilton, Hill, Krieman, Kroeger, Larsen, Lowenberg, Malone, O'Connor, Maring, O'Mahony, Phillips, Schiff, J. Williams, S. Williams, Wynne

Moderator: Susan Anthes

First Business:
Group moved to declare a quorum.

Old Business:
Virginia Boucher representing the Tenure Committee presented reappointment documents from April 1990. Noted that the documents cannot be altered.

Boucher also presented the Criteria and Standards for Promotion and Tenure. Asked faculty to accept integration of document into handbook and accept it as Appendix B. Document contains list of manual changes. There was no discussion. Faculty unanimously approved.

Virginia Boucher also presented an outline of reappointment and promotion activities as Appendix C to the Faculty Handbook. Outline on how to proceed is now provided. Some cosmetic changes were suggested. Comment made that document would help Promotion and Tenure Committee check off activities. No other discussion. Unanimously approved.

Dan O'Mahony representing the Faculty Support Committee presented a motion to approve their work. Swan Hill suggested three cosmetic changes. J. Williams noted that the Dean serves as supervisor too and should have a check off on the last line of the application. There was no further discussion. Unanimously approved. September 15th is the deadline for submitting form.

Discussion ensued regarding limited travel funds for staff. It appears that the University's international travel fund is very limited for this FY.

Administrative Report by Dean Williams

Faculty urged to attend commencement.

Williams has just received budget statement from the Vice Chancellor. Libraries have received 15% increase in materials budget -- $600,000 for acquisitions. Also increase of $44,000 for new staff and faculty. No standard increases in supplies, phone or travel.

Joan McConkey reported that she assumes that we will have has much as last year for work-study which was $80,000. Capital equipment budget will be $32,000. $22,000 committed for new 3M security system.

The Libraries will not be "well heeled" for supplies and equipment. Excess money will not be available. Last FY $40,000 available for travel.

JW reported that $90,000 given back to the Central Administration "pot." This is required.

Humanities fund still on.

Program Review will be done Spring 1991 through 1992. Both internal and external reviews will be done.
Bruce Ekstand has given JW permission to use salary savings from retirees for new positions in the Libraries.

Williams has stayed on line with weighing of Libraries faculty evaluations 60-20-20 for promotion and tenure. Ekstand still wants 40-40-20.

With extra funding and salary savings there will be $188,000 available for new positions.

Cabinet and JW plan to allot money as follows:
1. replace Paul Babiak with another Slavic cataloger
2. add another faculty position to Reference
3. add Preservation Librarian
4. add half time faculty position to Engineering
5. 2 LAI's for Technical Services (1 in Acquisitions, 1/2 in Serials, 1/2 in Cataloging)
6. LAI for Western History
7. 1/2 LAI in East Asian
8. Add one cataloging faculty position

Williams has redistributed portfolio of Clyde Walton and Leo Cabell to the other Assistant Directors. Has asked Ekstand to make all Assistant Directors, Associate Directors by October.

Deborah Fink will report to Planning and Development to serve as Public Relations Librarian and work on library publications.

A Case Statement for $2 million for Libraries is part of Developments Fund Drive.

Introduction of Laurie Jep, new head of Reference.

Introduction of Bill Garrison, Cataloging, by Janet Swan Hill.

New Business

Richard Phillips for the new FPC Task Force on Faculty evaluations, called for volunteers.

Question raised about check off on page 2 of the University document on evaluation. Some discussion occurred.

Committee Reports

FPC: Richard Phillips said group had met several times, members are Laura Carter, Margaret Hening, Suzanne Larsen, Virginia Boucher.

Library Advisory Board: Larsen and Sheila Boller planning ice cream social.
Larsen noted that there is a perception of little faculty involvement and participation in Libraries events -- needs to be rectified.

Tenure Committee: Virginia Boucher announced meeting on August 9th to be held after Bibliographers' Meeting.

Staff development Committee: Joan McCoskey noted that committee offers opportunities for both staff and faculty. Name change needed? Suggestions given. No choice made.
Preservation Planning Program: Quinlan said project done.

Announcements:

University Faculty Senate Minority Committee now includes Chiu and Schiff (interim only).

J. Williams noted that this year's average on merit was 4.84%. We will be evaluated more closely next year.

Swan Hill will be Australia in September as the ALA representative for the revision of ACRL.

Virginia Boucher will be in Stockholm, Sweden for IFLA. Is serving on two committees.

Respectfully submitted,

Mona J. Quinlan