LIBRARY FACULTY MEETING MINUTES
March 7, 1991

Moderator: Martha Jo Sani

1. Administrative Report

Jim Williams introduced Melinda Chesbro, the Systems Librarian. The vacant positions for Science and Reference will soon be advertised.

Williams reported on his talk with Bruce Ekstrach, Vice Chancellor for Academic Affairs, about what it would take for librarians on tenure track to work on the basis of 40% librarianship, 40% research and scholarly work, and 20% service. Williams will be drawing up a plan for the needed support necessary for achieving this end. He wants to continue to support the entire engaged group of professional people.

2. Approval of Minutes

The minutes of the February 7, 1991, meeting were approved without change.

3. Old Business

a. Task Force on Faculty Evaluation

The task force has met with the Library Cabinet and is working on the evaluation instrument.

b. Consideration of Instructor and Senior Instructor Handbook Information

This was taken up under the next agenda item.

4. New Business

a. Non-Tenured Faculty Report

Dan McMahon reported on the non-tenured faculty meeting and made the following motion: Move that the currently approved wording of Section 0150, "Criteria for Reappointment" be accepted, and that the suggested changes offered by the FPC, as presented in the memo of January 31, 1991, not be adopted, with thanks to the FPC for their work on this issue. The motion was adopted.

b. Library Literature CD-ROM proposal

The pros and cons of purchasing Wilsonline's Library Literature on CD-ROM were discussed. Williams said that we ought to purchase the CD-ROM product and have online searching available as well.
5. Committee Reports

a. Faculty Personnel

# The PPC and the Library Cabinet are discussing salary increases looking at general merit, special merit, and equity. Equity may not be an issue this year because the current process with the women library faculty needs to be completed. Williams will provide a list of who gets special merit and why. The general merit will be distributed on the basis of the total points for each individual. A pot has been set aside for the Library Cabinet. The PPC will inform the library faculty when the decisions are final.

# Joan McConkey reported that there will be a March 19th meeting about equity. The process for women library faculty will not be completed before the end of April.

# The evaluation process is marching on. Please submit part one to the PPC by March 12.

# Searches are still underway:

- Monographic Cataloger/Slavic Bibliographer: Mieczyslaw Muszkowski was hired.
- Curator of Western Historical Collections/University Archives: References are being called.
- Serials Cataloger: closes on March 8th.
- Reference Librarian: the ad has gone out.

Access Services: closed, the committee is reading applications.

Science Librarian: The Vice Chancellor's office has released the position, and work can proceed. Preservation: the committee is working on the job description and the ad.

b. Faculty Support

Don O'Mahony reported that the committee's priorities are for 1) air fare, 2) registration, and 3) hotel. Those going to the Special Libraries Association meeting can expect $500 and those going to the American Library Association annual conference $500. O'Mahony made the following motion:

Move that the date June 15 be substituted for September 15 in Section 2245 Mechanics 1. of the Library Faculty Handbook to read "At the request of the Libraries Faculty Support Committee, the Libraries faculty will submit prior to June 15 their estimates for professional activities for the year...."

O'Mahony motion passed.

c. Sabbatical

The list of those eligible for sabbatical or administrative leave is being updated. New applications can be made in October.
d. Promotion and Reappointment
All the papers for promotion and reappointment have been sent on by the committee.

e. Nominations
Deborah Fink resigned from the Library Advisory Board and Anita Schumman has been appointed in her place.

f. Tenure
Virginia Boucher reported that a meeting had been held with the Tenure Committee and those on tenure track, with those interested in tenure track also invited. The Tenure Committee will be reviewing the vita, faculty report of professional activities, and the library faculty evaluations for each tenure-track person. Williams requested that a written comment be made and forwarded to him. He plans to talk with each tenure-track person as well.

g. Awards
Karl Kreager reported that there are four nominations for the Ralph E. Ellsworth award and that the committee is on track.

h. Library Advisory Board
The Board has met for discussion, but there was no further report at this time. Remember to call Patti Gisaway to reserve a place at the Celestial Sausmings tea tasting on April 5th or 18th. Remember also the student appreciation party on March 15th.

6. Announcements

a. Law
On April 10, the Law Library will be hosting the Third Thursday group. Planning for that is proceeding.

b. Library Committees
None reported.

c. University Committees
The Boulder Faculty Assembly Committee on Women and Minorities is sponsoring a meeting on salary equity review, March 7th.

Martha Jo Sans reported that the Personnel Committee is looking at a number of very complex issues having to do with cashability and transferability of retirement funds and coverage for half-time people.

The meeting was adjourned. Virginia Boucher, Recording Secretary