LIBRARY FACULTY MEETING MINUTES
April 4, 1991

Moderator: Martha Jo Sani

A quorum was present.

1. Administration Report

Jim Williams congratulated David Kohl on his new appointment as Dean of Libraries at Cincinnati University. David will leave the University Libraries in June. Williams will be spending more time in Public Services until a new head is hired. Meanwhile, the responsibilities of the position will be split among members of the Cabinet. A search committee is being formed to fill the position. Williams is asking Ekstrand to postpone the Program Review until the Public Services position is filled.

Williams responded to the memo he received from a large number of the faculty regarding concerns over standards for tenure track and on faculty governance. He will hold meetings in the near future with small groups to talk about these concerns and about "prospective changes in our culture."

Williams also announced that he is having lunches with the CU presidential candidates.

Other news from Administration:

The second increment for compact storage has been received and will give us 60 to 70 percent increase in storage capacity in the basement. The project will be done in stages.

The CARL Search Committee is meeting to hire a new Executive Director of CARL, and an advertisement will soon appear in various publications.

2. Approval of Minutes.

The minutes of the March 7, 1991, meeting were approved with the following correction: Under "Faculty Support," p. 2, the last sentence should read "The motion was not voted on" instead of "The motion passed."

3. Old Business

Ellen Robertson announced that the Task Force on Faculty Evaluations will meet with FPC within a few weeks.

4. New Business

5. Committee Reports
a. Faculty Personnel Committee

FPC is doing their evaluations and preparing packages to send to the Dean. About a dozen have been completed. Nancy Carter presented the formula for arriving at the evaluation rating. The present formula mandates 60% supervisory rating; 20% research; 20% service. The FPC established the following:

\[ x \text{ (supervisory rating)} = 0 \text{ to } 5 \]
\[ y \text{ (research)} = 0 \text{ to } 5 \]
\[ z \text{ (service)} = 0 \text{ to } 5 \]

The formula used, therefore, is: \[ .60(x) + .20(y) + .20 \]

(2) = Evaluation rating. Under this formula the highest score will be 5 as opposed to the previous high score of 6. The scores this year will be lower so people should not be alarmed when they receive their evaluation. FPC will provide a supplementary rating sheet to the evaluation form and later will provide a sheet showing ranges.

b. Faculty Support

Dan O'Mahony submitted the following motion which passed unanimously: "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. These estimates will be used by the Committee and the Dean in formulating the general plan for distributing faculty support monies."

c. Sabatical Committee

David Fagerstrom said the people eligible for Sabbatical have been notified.

d. Promotion and Reappointment did not meet.

e. Nominations

Gloria de Alfar announced that the committee is preparing nomination forms for the upcoming election; the forms will be sent out next week.

f. Tenure

Janet Swan Hill reported that the Committee has begun a series of meetings to advise tenure track faculty.

g. Awards

Karl Kroeger reported that four nominations for the Ellsworth Award were received, and the winner has been chosen. The announcement will be made at the Library Convocation, April 26. A plaque as well as a monetary award of $500 will be given. Kroeger presented the following two motions to be voted on at the next meeting, May 2:
(1) A five year period be established between awards for any one person.

(2) A new and supplementary award to the Ellsworth Award for promise and potential in librarianship be established.

Discussion followed.

h. Library Advisory Board
Suzanne Larsen announced that the committee will meet next week to set an agenda and will be happy to entertain suggestions from the faculty. She also announced that the first tea tasting at Celestial Seasonings will be held April 5.

6. Announcements

Law will host the 3rd Thursday group on April 18.

Janet Swan Hill reported that the Ad Hoc Salary Equity Committee for Library Faculty is getting letters out to women faculty this week regarding salary equity review. The committee's recommendations will probably be approved by the Vice Chancellor's office. The report will be available in Hill's office for anyone to read, and Joan McConkey will decide how to make the information on equity salaries available. Appeals (by women only) will be allowed.

David Fagerstrom reported from the University Faculty Council that there is a recommendation to reduce the number of people involved in faculty governance.

Nora Quinlan announced that the Wally Carlson exhibit in the Muriel Wolle Fine Arts Building will run for two weeks. There is also a display of books bought in his memory in the Rare Books Room.

Jim Williams announced that on April 5 he and Bruce Ekstrand will host a session sponsored by the Research Libraries Group of library deans and provosts to discuss "The Future of Research Libraries."

The meeting was adjourned. Ruth Carol Cushman, Recording Secretary.