FACULTY MEETING MINUTES
September 5, 1991

Chair: O'Mahony

1. Recruitment Update
   Susan Lowenberg was welcomed back and Scott Seaman introduced. McConkey announced that Darla Carle will begin work October 14th in the Science Library. The new Reference librarian, John Cusack will start work on September 9th. The two final Interlibrary Loan candidates will be interviewing on September 6th and September 11th. Evaluation forms are due to the committee by September 11th. The Preservation librarian position closes on September 8th, currently there are 15 applicants. The search committee for the East Asian Librarian is working on the advertisement.

2. Approval of Minutes
   The minutes for the 8/1 meeting were approved with the correction of Leisel Nolan's name in the list of those present.

3. Old Business: Faculty Research Room
   Chesbro sought input from the faculty on additional furniture and software for the faculty research room. A table, bookcase, telephone and Pro-Cite software will be ordered. Purchase of WordPerfect Citation and database software was also discussed, but it was decided to wait until there was a more general need for those items. Chesbro reminded the faculty that the room is to be scheduled through the Dean's office.

4. New Business
   a. VCAC Contact
      Hill reported on the formation of a joint working group between the VCAC and the Libraries Tenure Committee as follows:
      "Following the 1991 meeting of representatives from the Libraries with the VCAC, the Vice Chancellor for Academic Affairs suggested formation of a Joint Wording group consisting of representatives from the VCAC and the Libraries Tenure Committee (LTC), with the general aim of increasing understanding between the two larger groups. Specifically, through Working Group discussions, LTC representatives are to assist VCAC representatives to understand the characteristics of librarianship; the hallmarks of an exemplary record, how the achievements of Libraries faculty might be interpreted within the field, and how they might be represented on a Curriculum Vitae. VCAC representatives are in turn to assist LTC representatives to understand the VCAC's role in the tenure process, and how VCAC members customarily interpret items in faculty dossiers. Through this process, it is hoped that librarianship may be made sufficiently comprehensible to the attainments in librarianship in a manner sufficiently analogous to that of other fields, that the VCAC can fairly assess promotion, tenure, etc. recommendations forwarded from the Libraries."
Williams again raised the issue of forming a backup plan should these discussions fail. At their retreat the Cabinet discussed this, and it was determined that it is best to see if the joint working group is able to reach agreement on our current standards. Some discussion ensued as to which body (FPC or Tenure Committee) might be most appropriately charged with creating the back up plan, with agreement that no action is necessary unless problems arise with the present working group.

Hamilton raised concerns that the present document process was not representative of the views of all of the faculty, and that service standards of librarianship were being overlooked. Hill responded that the charge of the Tenure Committee is to communicate the document with the VCAC, and that the importance of service, both to the institution and to the profession is an important aspect of what needs to be communicated. Anthes stated that no particular charge would be necessary for concerned faculty to articulate their views. Discussion continued as a separate agenda item.

b. Hamilton moved that interested libraries faculty under the direction of the Faculty moderator form a committee to look at the concerns of the non-tenure track faculty. Horner stated that it would be best to wait for a particular issue of concern before forming a committee. Sani commented that FPC is charged with concerns of the faculty, including non-tenure track faculty. A vote was taken, the motion did not pass.

5. Committee Reports

a. Faculty Personnel

Larsen reported that 8 full time, and 1 part time faculty members are up for reappointment. Letters will be sent in mid-September. Questions about the process should be directed to her. FPC will be mailing a number of documents including the list of salary compensation, memo from Williams, response from FPC, and updates to the Faculty Handbook. The updates include text from the newly approved evaluation document.

Larsen raised issue of section 1597.7 in regards to appointment of Chesbro to FPC to fill spot left vacant by Anthes. Interpretations by Nominations and Elections Committee and FPC differ with the result that Chesbro is appointed for a single year, leaving only one continuing member on FPC the following year. Discussion focused on whether a variant interpretation, special election, or waiving of the section was being requested. Hill moved that the faculty approve the waiver of section 1597.7 of the Faculty Handbook for this instance. Hamilton asked for the position of the Nominations and Elections committee on the question. Nelson replied that the committee did not have a stand. The motion was passed.

b. Faculty Support

Sani reported that the committee has been working on the committee charge. They will continue to provide statistics on faculty support as were distributed in the Annual Report. Copies of applications for support should be sent to the committee, though the committee will not be signing off on the applications. Written reports of travel/research funded by faculty support should also be sent to the committee. They are considering a forum for relaying these reports to the rest of the faculty. As was decided last year, no support will be provided for travel to Colorado Library Association Annual Meeting.

c. Faculty/Staff Development

McConkey reported that the Faculty Seminar Series will resume on September 26th with a presentation by Nancy Carter. Bill Garrison will speak on October 24th. Krismann asked if alternate days could be found for the Series. McConkey will investigate other time slots.

Orientation tours of Norlin departments for new faculty and staff will begin at the end of October. These will be spread over 2 days, and include a 10 minute introduction to each
department, similar to what is currently provided on the branch tour.
A Research Seminar Task force has been formed with Anita Schuneman as the chair.
A seminar and workshops by Jane Robbins will be held on October 11th. The seminar is
open to all. Anyone who wishes to participate in the workshops should contact Anita soon.
d. Library Advisory Board
   Wallace reminded everyone of the suggestion box in the staff lounge.
e. Promotion and Reappointment
   No report.
f. Tenure
   See 4.a. above for report on meetings with VCAC. The committee will begin again
   meeting with tenure track faculty.
g. Sabbatical
   Kroeger is chair, no report.
h. Nominations
   Nelson reported that there are vacancies on two committees due to Chiu leaving. S.
   Williams has been appointed to the Promotion and Reappointment committee. There are two
   candidates for the Faculty Support committee: Arp and Nolan. A special election was held,
   and Arp was elected.
i. Awards
   No report.
j. Other Library Committees
   No reports.

6. Administrative Report
   McConkey read an announcement of the allocation of faculty support positions (attached).
   She has some vitas in her office which can be reviewed. For these appointments, only a local
   search is necessary, and can begin as soon as the job descriptions are written.

7. Announcements
   Arp announced that the door to the Instruction Room has been re-keyed so that the
   instructional computer can remain in the room. The key is kept in Central Reference.

   Hill reported that an agreement has been reached with CARL for CTRC to provide document
   retrieval, copying, and fusing services for Uncover II. There will be an open house on September
   11th from 2 - 5 at CARL for Uncover II.