LIBRARIES FACULTY MEETING
Minutes, May 7, 1992


1. Recruitment Update (McConkey)
   - Cataloging: Third candidate scheduled May 18.
   - East Asian: Shen has accepted, and will start July 1
   - Special Collections: Interviews scheduled 6/1, 6/4, 6/8, 6/15
   - Math/Physics: Internal search to continue
   - Undergraduate Libn: Description written, seeking approval to increase from half to full time

2. Approval of Minutes
   - Add Fagerstrom among those present.
   - Minutes approved as corrected.

3. Old Business (O'Mahony)
   - Proposed revisions to Faculty Handbook, items 1624 and 1625: Proposals had been presented at previous faculty meeting. N. Carter temporarily took the Chair so that O'Mahony could speak to the proposals. There was no further discussion, and the question was called.
   - The revisions were approved.

   O'Mahony resumed the Chair.

4. New Business
   - None was brought forward.

5. Committee Reports
   a. Faculty Personnel (N. Carter) FPC has completed its work with the evaluations. The summary report of FPC ratings for Scholarly Work and Service will be mailed soon. A special meeting has been called on May 21, at 9:00 in N410 for discussion of the evaluator tool and process.
   b. Faculty Support (Sani) Sani is arranging for requests for support to be forwarded to another committee member during the time she is on leave.
   c. Faculty/Staff Development (McConkey)
      - Faculty Seminars: 5/19: The last seminar of the semester is scheduled, at 3:00 in the Business library. Chesbro and Krismann will present a program on the technology in use in that library.
      - A Series of computer skills workshops is being developed by Chesbro, O'Mahony, and Culshaw. The workshops should begin this summer.
      - 8/12: Garrison will give a workshop on cataloging for non-catalogers.
      - Benefits: Meetings about benefits will be scheduled.
      - British Studies: A British Studies conference will be here this fall. Finding guides are being developed, meetings to discuss them and the upcoming conference will be scheduled this summer.
      - Effective Presentations: 5/11: Mary Hale will give a presentation on giving effective presentations as part of the faculty research series.
   d. Library Advisory Board (Wallace) A meeting will be scheduled soon to discuss the results of the LAB survey.
   e. Promotion and Reappointment (Fagerstrom) One request to review a rating was received. The rating has been reviewed, and a letter of findings is being sent to FPC.
   f. Treasurer (Hill) Committee has not met.
g. Sabbatical (Kroeger) Revised eligibility list has been sent out.

h. Nominations (Nelson) Draft ballot was mailed. Nomination deadline was extended to 5:00 pm May 12. Submit additional nominations to Nelson, Lo Bue, or Horner. A volunteer for Social Functions is needed, for either the 2-year term or 1-year term. Wallace will run for whichever slot has no other volunteers.

Appreciation for the 91/92 Social Functions Committee was expressed in a round of applause.

i. Awards (Kroeger) Kroeger recapped the Ellsworth selection, reiterating how difficult the decision had been. He expressed hope that support for the award will increase, and noted that we have many fine faculty in addition to those who have been nominated, who are also deserving. The one member carrying over to next year is Nolan.

j. Other Library Committees - None reporting

6. Administrative Reports (J. Williams)

a. Williams pointed out that the Libraries’ nominees for the BFA Research Award (Kroeger), and the BFA Service Award (Hill) had been successful.

b. Williams reminded the faculty of the memorial service for Al Wyman, and asked if the faculty wished to consider a joint gift to the family. A tree, or a plaque in the Math/Physics Library were mentioned as appropriate. Sani mentioned that the University may plant a tree in memory of faculty. McConkey’s office will find out if this is so. Anthes and Williams will investigate cost of a suitable plaque. The faculty preferred that a gift be from faculty and staff, if staff wished to contribute, rather than exclusively from faculty. Once costs are known, information about a collection will be forthcoming. McConkey’s office will serve as a collection point, so that money can be kept in the safe.

c. There is no concrete information about salaries, but we know that increases will be small. Many possibilities for distribution of money have been discussed. Sani and Gause mentioned a few: (1) putting it all in benefits, (2) putting it all in merit, (3) applying it to compression and equity, and (4) “holding over” unawarded merit, so that exceptional performance that cannot be appropriately rewarded this year can be part of next year’s salary determination. There is no decision as to which, if any, of these approaches will be taken.

7. Other Reports

a. Law Library (Dorian)
   - The Law Library’s new Head of Technical Services, Georgia Brisco, will be visiting the Libraries soon.
   - The Law Library’s “undergraduate” policy is in effect through the end of finals. IDs will be checked. Some classrooms will be open to undergraduates and other seeking a quiet place to study.

b. EPUS (Hamilton) There is a new policy for written promotion and tenure standards for pre-tenured faculty. Policies from a number of individual schools have been received. They could be useful to the Libraries as it works on its own document. Hamilton noted the inherent contradiction in trying to describe the uniqueness of a discipline in terms that sound like all other disciplines.

c. Personnel (Sani) Matters being considered include: (1) Tax status of long term disability benefits (they are taxable), (2) preparing KFP’s for long term care insurance, (3) seeking improvements in Vision and Prescription plans.

The meeting was adjourned at 9:36 am, following a brief recruiting message for the Libraries’ softball team. (Those interested should speak with Greg Peters.)