
The meeting was called to order at 9:05 a.m. by Daria Carle, who acted as moderator in the absence of Susan Dean and Sara Williams. A quorum of faculty members was present.

**Recruitment Update - Joan McConkey**

The search committee for the Head of Cataloging Management Unit position has submitted recommendation for hire and an offer will be made in a few days.

**Approval of Minutes**

Minutes for the past two faculty meetings were submitted for approval. Two revisions to the March 3 meeting: 1. Martha Jo's written report about the University Personnel Committee's work with Boulder Campus health care issues was not attached and will be distributed soon. 2. Joan did not attend the Library budget hearings mentioned in the administrative report. Minutes were approved with these corrections.

**Old Business**

None

**New Business**

1. **Faculty Handbook Revision - Liesel Nolan**

   Liesel gave a short overview of the documents sent out to members last week with the meeting agenda. She noted corrections to page 3 (art.VII, sect 2: pluralize members. Also, sect 3: Chair amends to read Secretary) and pages 5–6 (art.VI and VII should be art.V and art.VI. Also, under sect 4, reference should be to article VII).

   Liesel pointed out the major areas of revision: new table of contents, new forward, changes proposed to the bylaws, revised sequence of some of the materials in the handbook, proposed appendices.

   Some of the changes proposed in the bylaws:
   
   1. The Dean would act as chair of the Faculty.
   2. The Secretary (previously called the Moderator) would have increased responsibilities.
   3. A Faculty Executive Committee would be formed.
   4. Recordkeeping responsibilities would be more specifically defined.

   Skip entered a motion that a special faculty meeting be scheduled to discuss the revisions proposed, because they represent sweeping changes and require more time than is available today. Carol seconded; motion passed.

   Ben entered a motion that the special faculty meeting be scheduled on Thursday, April 21, 9 a.m., which is the alternate date for faculty meetings. Other special meetings will be scheduled if needed to continue discussion of the proposed revisions. Karl seconded; motion passed.
Liesel requested that faculty send comments about the document to task force members so they can prepare any further materials needed before the April 21 meeting. Non-tenure track faculty can contact Liesel and tenure track faculty can contact Bill.

2. Motion to Expand the Tenure Committee - Ben LoBue
Ben prepared and distributed a document titled Motion to Expand the Tenure Committee. He explained that there is a small and shrinking number of tenured Libraries’ faculty (five after June) who comprise the Tenure Committee, and decisions reached by such a small body can give the appearance of lesser weight. Ben’s document presents a motion to expand the Tenure Committee membership to include all non-tenure track librarians of the primary unit. Last week Janet Hill sent an e-main to faculty describing the same problem, but suggesting the possible addition of outside persons to the Tenure Committee. In both cases, reference is made to the University of Colorado Faculty Handbook statements regarding the inclusion of non-tenured members of the primary unit in votes on decisions relating to tenure. Ben stated that his motion keeps the Libraries’ faculty as the primary unit, and he believes we should not expand the definition of primary unit to include outside persons because of possible ramifications on other issues and decisions. He stressed that both the numbers and high quality of faculty who are non-tenure track would serve to give sufficient weight to decisions emanating from the Tenure Committee. Ben’s motion does not address post-tenure review; according to the CU Faculty Handbook, the Dean handles decisions on composition of that committee.

Some discussion and questions ensued. Joan stated there are about 16 non-tenure track faculty now. Karl questioned whether to have a time limit on such an expansion, once tenure had been granted to a ‘critical mass’ of faculty. Bill questioned why tenure track faculty were not included in the motion, since the Handbook says non-tenured faculty can be included. There were questions about process for discussion of the motion and timetable for bringing it forth for a vote. Ben stressed that today’s presentation is only a notice of motion; formal discussion and vote can occur at a future faculty meeting.

Committee Resorts
Faculty Personnel - Liesel Nolan
FPC has reviewed the Reports of Professional Activities and the Research and Service sections of evaluations and has assigned ratings, which will be communicated to faculty soon.

Faculty Support - Sharon Gause
Faculty Support Committee met with the Cabinet regarding travel money for June meetings, and $200 per request was set as the maximum. The travel budget for next FY is grim, with nearly half the amount available as last year and no prospects for later infusions. The faculty needs to establish new criteria for distribution of travel money. Ideas should be sent to committee members for them to compile and present at the May faculty meeting.

Faculty/Staff Development - Joan McConkey
Several workshops are planned. Risk Management will conduct a workshop for Libraries faculty and staff to instruct on work-related problems and will cover such topics as repetitive motion injuries, ergonomics and workman’s compensation. Employees can sign up to attend either April 18 or 29. John Culshaw will present a workshop on April 25 about electronic reference. It will be a condensed version of one he gave for CCLS earlier this year. Daria reported that on April 28 the
next Research Seminar will be presented and the topic is Historical Research. The last Tools for Teamwork workshop has been scheduled for April 8.

Library Advisory Board - no report.
Promotion and Reappointment - no report.
Tenure - no report.
Sabbatical - no report.
Nominations - no report.
Awards - Yolanda Maloney

The committee has received nominations for the Ellsworth Award and is working toward a decision.

Social Functions Committee - Pat Wallace

Two activities are coming up soon. The New Employees Continental Breakfast will be held in the fifth floor room of Norlin on Wednesday, April 13. Wednesday, May 4 is the date set for the annual Recognition Reception, to honor employees' years of service and to present the Ellsworth Award and the Marie and Martha Campbell Award for Staff Excellence.

Diversity Task Force - Susan Anthes

The task force is nearing completion on a draft report, which should be distributed soon. They will hold several open sessions to receive comments while preparing the final draft.

Administrative Report - Jim Williams

Jim answered several questions from faculty. There is no recent news about the university budget for next year, but it looks as if the university will have to consider retrenchment. Regarding financing for the new online system, Ekstrand approved the use of funds from the materials budget to pay for system costs. The request for a multi-year loan to finance additional start-up costs on the new system has not yet elicited a response from Ekstrand. In the budget request for next year, the Libraries asked for 15% increase, but are hoping for at least 10%. If we receive less than that, cuts will need to be made.

Announcements

Automation - Joan McConkey

The III contract is in its final revision and signing is expected sometime this month. Several task forces have been formed recently to make recommendations on system-related issues; titles and names of members will be published in the next LAR. In the coming months there will be more task forces appointed as other needs surface.

Law Library - no report.

University Personnel Committee - Martha Jo Sani

Faculty Council plans to form a Committee on Faculty Retirement to explore several issues that have surfaced recently.

BFA Committee on Women - Daria Carle

Women faculty should have received a request from this committee to supply information about their most significant scholarly contributions, for publication in an upcoming booklet. Please send the information to Daria.

Meeting adjourned at 10:25 a.m.

Submitted by Pat Wallace