UNIVERSITY LIBRARIES FACULTY  
Meeting Minutes  
May 4, 1995

Present: Anthes, Biaia, Bock, Carle, Carter, Cramer, Culshaw, Dean, Egleston, Epstein, Fagerstrom, Fong, Fontenot, Gresham, Hamilton, Hill, Horner, Icenhower, Krismann, Larsen, LoBue, McConkey, Montgomery, Nolam, Sampsel, Sani, Seaman, Wheelan, Sara Williams, Sue Williams

1. The meeting was called to order by Cramer. Cramer clarified that the secretary of the faculty (moderator) or the chair of the FPC could call a special faculty meeting. The new faculty bylaws allow any faculty committee chair to call a special meeting. It was also pointed out that “calling the question” during meetings is under review.

2. Approval of Minutes: Minutes were approved as submitted.

3. Recruitment Update: Elizabeth Icenhower, new principal cataloger, was introduced. The search for Head of the Music Library is now calling references; one application has been received for the Monographic Cataloger/Slavic Bibliographer position.

4. Unfinished Business: The task force requested that the faculty address the changes proposed to Tenure and Awards Committees since these would not be affected by the Evaluation Task Force’s work.

Nolan moved to accept the revised Awards Committee charge (Handbook Section II. F.) as presented at the last meeting. There was no discussion and the charge as a whole was approved by a voice vote.

The Tenure Committee charge (Section II. F.) was discussed next. LoBue moved and Krismann seconded to strike line 4.1.3 from the charge. Amendment approved by voice vote. Discussion on whether the tenure committee should meet with candidates was tabled until a later date. Section II.F was approved by voice vote as amended.

Hill observed that it might be advisable to vote on some of the committees that might change so that there is some process in place until the evaluation task force is completed with its work. Hamilton noted that the reappointment process must begin in June or July so it would be useful to complete the Reappointment Committee’s charge before then.

Hill moved and LoBue seconded that the faculty vote to get a sense of the faculty’s opinion on the suggested charge of moving promotion and reappointment responsibilities to the Promotion and Reappointment Committee. A lengthy discussion on the responsibilities of the FPC followed. The FPC does not have time to deal with the many issues it is currently charged with (hiring, evaluations, reappointment and promotion) and ends up not addressing certain charges such as the salary and equity process. The faculty voted to agree in principle with the handbook revision task force’s recommendations related to the Promotion and Reappointment Committee’s role in the reappointment and promotion of librarians.

Discussion was held next on the Sabbatical Committee’s charge. A question was raised about point 3.2 under Responsibilities in the charge. It was pointed out that this had not happened in the past but in the future, too many people could be eligible for sabbatical leave in a given period.

The Handbook Revision Task Force mentioned that their next project would be to outline particular processes such as evaluation, reappointment, and searches.

5. New Business: The Nominations Committee presented its slate of candidates for the 1995/96 Faculty Election. The ballot was accepted as presented; additional nominations can be submitted to the committee by the end of the week.

The Dean’s comments on the tenure-track issue were tabled until the next meeting.
6. Committee Reports:

a. FPC: FPC presented a document from the Vice Chancellor’s office calling for the revision of the salary equity procedure. The strategy will be developed in the fall with implementation in spring, 1996. Several positive comments were made about this process.

b. Faculty Support Committee: no report

c. Faculty/Staff Development Committee: no report

d. Library Advisory Board: The LAB encourages faculty to submit biographical sketches to the ULR. The annual recognition party was announced. The LAB also plans to look at staff salary issues.

e. Promotion and Reappointment Committee: no report.

f. Tenure Committee: 2 inquiries on dossiers were received from the VCAC. The committee plans to address some due process issues. Hill was congratulated on her promotion to Professor.

g. Sabbatical Committee: 4 requests for sabbatical/extended administrative leave were received.

h. Nominations Committee: Ballots will be mailed early next week.

i. Awards Committee: Thisworth Award winner has been chosen and will be announced at the recognition reception on Monday.

j. Evaluation Task Force: The task force is making progress in its work. A draft of possible evaluation documents will be mailed to faculty before a special faculty meeting on May 25.

6. Administrative Reports: Nearly a dozen faculty evaluations have not been completed. Supervisors were reminded to complete these quickly; the deadline for submitting salary increases is May 19. A 3.6% pool is available for faculty salaries.

7. Announcements:

The Law Library announced a new library tech II has been hired in public services. Law Library summer hours begin Tuesday. Ill Release 9 is up and running well in Law. They plan to load the CIS tapes from 1977-89 soon. The faculty is invited to check out the Law Library's home page on the Web.

Hamilton reported on the Faculty Senate's activities. President Albino has asked the faculty to identify core values from the faculty handbook. Individuals are encouraged to provide input.

Sani reported on the University Personnel committee. The committee has been working on retirement and job sharing issues. They are also pushing for a 10% contribution to retirement funds (raising what the University pays).

8. Adjourn.

Respectfully submitted,

John Culshaw