UNIVERSITY LIBRARIES FACULTY
Meeting Minutes
August 3, 1995

Present: Anthes, Baia, Bock, Carie, Dean, D'Aviso, Epstein, Fagerstrom, Greenman, Gresham, Hamilton, Jobe, Larsen, LoBlue, McConkey, Mohr, Rebulaia, Sampson, Sani, Whelan, Jimi Williams, Sara Williams

1. The meeting was called to order by Susie Borch.

2. Recruitment Update: The search for the Head of the Music Library was not successful. McConkey has been informed that all recruitment is on hold until the incoming Vice-Chancellor approves it. No advertisements can be placed until that time.

   The search committee for the Slavic Cataloger will meet Monday to review applications. They hope to begin interviewing in September. McConkey has received a few applications for the other cataloging position, which closes on September 15.

   McConkey spoke to Carol Lynch, who said that the prohibition against faculty members earning advanced degrees at CU does not apply to librarians earning degrees in fields other than library science.

3. Approval of Minutes: The minutes of June 1 were approved as submitted.

4. Unfinished Business: None.

5. New Business: Archiving Faculty Meeting Minutes: Because the Bylaws mandate the Faculty Moderator to maintain the Faculty Minutes’ copy of record, Borch has been looking for a better way to handle this. The Minutes have been kept in notebooks which passed from person to person with the office of Moderator. Borch spoke to Archives about this, and Bruce Montgomery agreed to house the minutes there. This will result in improved security and access to these files.

   Dean Williams raised the related question of archiving other Library minutes, especially those which exist only in electronic form. This is being discussed at cabinet level, and more information will be forthcoming. Hamilton pointed out that Reference is already addressing the problem for their departmental minutes, which are distributed electronically.

   There was no other new business.

6. Committee Reports:
   a. Faculty Personnel: FPC officers are in place for the year. Hamilton, who gave the report, will be the Chair, and Krismann will be the secretary. Vacancies left by Holzenberg’s departure have been filled by Krismann (on the Handbook Revision Task Force) and Seaman (on the Slavic Cataloger Search Committee).

   The FPC sent its recommendations to Cabinet, which has sent out notification of raises and equity adjustments. Cabinet’s decisions did not always follow FPC recommendations, and FPC has asked for explanation for this divergence. The information has not yet been received.

   The FPC has been in contact with the Promotion and Reappointment Committees. The list matter to be addressed this year will be equity.

   b. Faculty Support: Gresham reported that the Faculty Support Committee met twice this year. They recently sent out a reminder to make full use of research leave. The Committee will meet again soon to discuss travel funds.
c. **Faculty/Staff Development**: McConkey reported that two orientation events had been scheduled based on recommendations made last year. One of them, the tour of Academic Media, has been cancelled due to staffing problems, but they hope to reschedule. The Reference Department will offer an orientation session, tentatively scheduled for August 21.

On November 20, Kriza Jennings will return to work on diversity issues. Anyone interested please contact Joan McConkey.

d. **Library Advisory Board**: Jean Whefan, who gave the report, will chair LAB and Judy Anderson will be secretary this year. LAB has met twice. The most pressing matter being dealt with is scheduling meetings for the fall.

Whefan proposed distributing LAB minutes electronically, rather than on paper. There was no objection from the floor.

e. **Promotion and Reappointment**: Sani reported that the Promotion and Reappointment Committee is recruiting outside reviewers to assist them. They hope to have five or six people when they have finished.

The committee is currently working with the first of three groups undergoing review, tenure-track faculty undergoing comprehensive review, which takes longer than other processes. One set of dossiers has been reviewed from this group. The committee will start working with the other two groups shortly.

f. **Tenure**: No report.

g. **Sabbatical**: Ben LoBuie reported that Sabbatical Committee business is currently on hold. Two non-tenured members were elected to the committee, but according to new regulations, non-tenure-track people are no longer eligible for sabbatical. One person in the Libraries is eligible for sabbatical this year, but the application procedure is undefined.

h. **Nominations**: No report.

i. **Awards**: No report.

j. **Other Library Committees**: No report.

7. **Administrative Reports**: Dean Williams announced that information on equity review is being prepared for the FPC.

Dean Williams met with the incoming Vice Chancellor for Academic Affairs, Wallace Loh. Dr. Loh plans to meet with each dean every week in addition to regularly scheduled meetings of all the deans, and has scheduled a Deans' retreat for August 31. Dean Williams called the Libraries' staffing, salary, and status problems to Dr. Loh's attention. Dr. Loh had not known that branch librarians are rostered in the Libraries, not the departments which the branches serve, which creates unique problems, especially in the Law Library. Dean Williams also expressed concern about Academic Affairs' lack of a budget increase next year and issues relating to enrollment and budgeting.

LoBuie questioned the use of the materials budget to hire temporary people. He strongly opposes the practice. Williams replied that such funds would never be used for permanent people, but might be used to hire temporary people to work on access-related projects, such as the one in Music. The topic will be discussed further at the Bibliographers' Meeting.

8. **Announcements**: No announcements

9. **Adjourn**: The meeting adjourned at 9:35.