UNIVERSITY LIBRARIES FACULTY
MINUTES OF THE MEETING
AUGUST 6, 1998

Present: Bock, Carle, Carter, Czeck, D'Avis, Gresham, Hamilton, Hill, Hollis, Kelisey, Krismann, Larsen, Notan, Seaman, Shen, Wallace. There was no quorum, so no votes were possible.

Announcements: Bock introduced Carol Krismann as the new Parliamentarian for faculty meetings.

Recruitment Update: Seaman reported that three search committees have begun their searches to fill these positions: Head of Copy Cataloging and Outsourcing, Head of Preservation, and Monographic Cataloger. Search committees currently are being formed for three other positions: Maps Librarian, Central Reference Librarian, and Science Reference Librarian.

Approval of Minutes: The June 4 minutes were approved.

Unfinished Business: None

New Business: None

Committee Reports:

1. Faculty Personnel: No report.
2. Faculty Support: No report.
3. Faculty/Staff Development: No report.
4. Library Advisory Board: No report.
5. Promotion and Reappointment: Hill reported that letters were sent in June to candidates for promotion and reappointment.
6. Tenure: As Acting Chair of the Tenure Committee, Hill led a discussion of several documents that the Tenure Committee has been working on over the summer.
   a. Stopping the Tenure Clock document. A lengthy discussion ensued. Hill clarified that the document is a formulation of the criteria under which the Tenure Committee has been making its decisions on clock stoppage this year and last year. The Committee decided a written document was necessary after a meeting this spring with Todd Gleason and Phil DiStefano, wherein they expressed some concern that the Libraries' criteria for clock stoppage may be too generous. The VCAC takes a closer look at the records of faculty who had their clocks stopped and will take into consideration what the person accomplished during that time. They will look hardest at records which come up as marginal and also had their clocks stopped. According to the VC, the weakest reasons for stopping a clock are those based on heavy workloads or understaffing; the VC wants deans to come up with administrative solutions other than stopping a tenure-track person's clock. Stoppage should only be for exceptional circumstances. This document will be voted on at the September meeting, because there was no quorum today. If approved, it will go into the body of the University Libraries Faculty Handbook.
   b. General and Specific Criteria for Evaluating Libraries Faculty for Promotion, Reappointment, and Tenure document. A lengthy discussion occurred about the changes being proposed (revisions to the document initially approved for the Faculty Handbook 11/92 and revised 7/93). Concern was expressed about the movement of some activities from Research to Librarianship or Service. The Tenure Committee agreed with the changes suggested by Gleason and DiStefano, because in practice these activities were not viewed strongly under Research anyway when cases were up for review and decisions by the Committee. The changes serve to underscore the fact that tenure decisions are based on a faculty member's research record, and that both librarianship and service – while they still need to be judged excellent or meritorious –
basically are check-offs. Considerable discussion occurred about the question of works in progress or in press and what counts when on records up for tenure decisions. Hill stressed that each is an individual decision, based on its unique circumstances. Dean Williams said he meets with the VCAC every year and stresses the unique aspects of records they will be seeing for librarians up for tenure, however the makeup of the VCAC changes every year and we need to look toward developing some written understandings with them. Williams also said that at the meeting between Gleason, DiStefano and the Tenure Committee, the Committee vigorously rejected the suggestion that the Libraries “raise the bar” and reconfirmed a commitment to the current criteria (with the revisions brought to today’s meeting). At this point, there was the suggestion that further discussion of these and the other tenure-related documents be tabled until the September meeting when there should be a quorum for voting. The documents c. Writing Letters of Recommendation and d. Post Tenure Review will be on the September agenda under Tenure Committee Report. The documents a. Stopping the Tenure Clock, b. General and Specific Criteria, and e. Dean’s Pre-Tenure Support Task Force will be on the September agenda under Unfinished Business. The Tenure Committee will lead the discussion about a. and b. The Pre-Tenure Support Task Force will lead the discussion about e.

7. Elections: Krismann reported that a faculty member is needed to replace Barbara Greenman on the Library Advisory Board. A replacement was also needed for Nancy Emery on the Faculty Personnel Committee, and Nancy Carter agreed to serve an additional 6 months.

8. Awards: No report.


11. Faculty Handbook Task Force: Faculty are encouraged to look at the draft currently on the Web.


13. Other Library Committees: No report.

Administrative Reports: Dean Williams reported that an architect for the new Science Library has been chosen. The program plan for the building is to be completed by February 1999, and estimated time of completion on the library is five years hence.

Announcements:
- Automation: No report.
- Law Library: No report.
- University Committees: Hamilton said he has been appointed to the University’s Non-Tenure-Track Committee.
- Other: Kelcey reported on the off-site storage project. Over 5,000 volumes from the Norlin stacks have been reviewed and processed for eventual transfer to storage. The volumes are being held in the old Maps Library until the final Norlin stacks move, currently scheduled for November. The Science and Math/Physics libraries’ volumes to storage have now been moved, and the volumes from the Business Library currently are being moved to storage.

The meeting adjourned at 10:35 a.m.
Minutes submitted by Pat Wallace