FACULTY MINUTES
September 2, 1999


Susan Anthes, Acting Secretary.

I. Recruitment update: Seaman reported that there are seven positions open, no new advertisements.

II. Approval of Minutes: August minutes were not available.

III. Unfinished Business
   a. Faculty Support Committee: Proposed revisions were presented by Kellsey and discussed. Several faculty members suggested language changes and deletions to the text. Kellsey moved that the document as revised (see attached) be accepted for inclusion into the Faculty Handbook. The motion was passed.
   b. Handbook Committee: Hill brought forward motions (presented at the August faculty meeting) on revisions to the Faculty Handbook regarding the following sections: Revisions to the Constitution and Bylaws, Revisions to the Body of the Handbook, Committees. See attached:  
      • Revisions to the Constitution and Bylaws:
        1) Article III, Section 1. Definition of Faculty. Passed.
        3) Article IV, Section 2, part 5. Passed.
      • Revisions to the Body of the Handbook:
        4) Addition of Item I. D. 1. B: changed wording of the next to last sentence by adding at the end: “or if no committee has jurisdiction, by bringing proposal changes to the faculty.” Passed.
        5) Addition of Item C. 1 & 5. Passed.
      • Committees:
        6) III.D.2. Passed.
        7) III.E. 2. Numbering was corrected to 2.1 & 2.2. Passed.
        8) IV.A.4.1. Moved that the FPC review and rephrase for next faculty meeting. Hamilton seconded. Motion passed.

IV. New Business: None

V. Committee Reports:
   1. FPC: Wendy Baia reported that the FPC will be bringing the Instructor’s Bill of Rights to the October faculty meeting for discussion and recommendations. She announced that David Fegerstrom has filled the vacancy on the Elections committee.
   2. Faculty Support: Kellsey reported that the committee is working on an end of year financial report.
   3. Faculty/Staff Development: Larsen reported that they are planning for next year and welcome suggestions. Upcoming events: Brown-Jones and Leamy are giving Outlook training. In late September, the Martinez will do another Libraries follow-up session on CPP. There will be a faculty seminar Oct. 22 on GIS & Libraries. “Carie is planning for faculty research presentations.
   4. Library Advisory Board: no report.
   5. Promotion and Reappointment: Kriemann noted that there is one person’s file coming up for reappointment.
   6. Tenure: Garrison reported that the committee will be working on Comprehensive Review and Tenure cases in September.
   8. Awards: none
9. OCI: Jim Williams said that their final meeting is being scheduled.

10. Faculty Handbook Task Force: Janet said they are continuing to work on revisiting Tenure documents.


VI. Administrative Report:
Jim Williams reported that there is no budget set yet. This will be another year where money will be invested in faculty salaries on campus. He announced that the Libraries has approval to proceed with the program plan for a new Science Library. This will involve Fagerstrom and Carter. As part of the Business School expansion we have also received approval for expansion of the Business Library. The Libraries will be undergoing a new program review. Scott is forming an internal committee to participate in the process. Jim responded briefly to a question about the Human Rights Archives and stated that discussions are being held by Dr. Stefano.

a. Off-site Storage Report: Kefsey reported that the Map room is being filled again with flagged items, and that there will continue to be flagged items in the stacks through this semester. 29,000 volumes have been moved.

VII. Announcements:
1. Automation: Cutshaw said that CIC is examining the issue of Web access management. They have been testing remote access via proxy server and will be formulating guidelines in the future. 65,000 records per day are being re-indexed for the Millenium release. Systems is working on establishing a list of replacement machines.

2. University committees: Fong reminded faculty of the Chancellor’s Committee on Women’s reception for the Chancellor’s address on the Status of Women report.

3. Other: Hamilton noted that there was a report in the Silver & Gold on non-tenure track faculty.

VIII. Meeting adjourned at 9:55.

Yen Fong
Recorder