Faculty Meeting Minutes
October 5, 2000


I. Recruitment: Approval has been given to begin 5 additional faculty searches. Currently, 5 searches are in progress.

II. Approval of minutes: This was postponed due to lack of quorum.

III. Unfinished business: None

IV. New business: The FPC introduced a document "Application of the Annual Evaluation Process for Libraries Faculty Member with Special Cases" for approval by the faculty. Explanation and discussion followed. This document is intended to standardize the evaluation process for faculty who worked less than a full year due to any of several circumstances listed in the document. It also addresses new faculty in place for less than a full year of evaluation. It was explained that even a new faculty member with as little as one month in a position needs to save documentation for evaluation including FRPA. In the past, many of these issues have been dealt with inconsistently across the Libraries. Documentation will be required for all types of leave.

The document, which will eventually reside in the faculty handbook, could not be voted on because of the lack of quorum. The FPC requested a mail ballot.

V. Committee Reports

1. Faculty Personnel: No additional report
2. Faculty Support: Beth Filar reported that the research support group was proving to be very useful.
3. Faculty/Staff Development: No report
4. Library Advisory Board: No report
5. Promotion and Reappointment: Four faculty members are up for reappointment. Documentation is still incomplete in some cases. Those in question will be contacted.
6. Tenure: The committee presented the revised version of the "Criteria and Standards for Promotion and Tenure." This document is based on discussions the committee had with Vice Chancellor DiStefano and Associate Vice Chancellor Glasson regarding the Libraries tenure procedures. The committee would like all Libraries faculty members, regardless of rank, to review the changes. It does have application to non-tenure track faculty as well. There are no real substantive changes to the 1998 document, mostly clarification and organizational changes.

The document will become part of the Faculty Handbook when accepted by a vote of the faculty. This issue will appear as "old business" at the next faculty meeting and will be open for more discussion and voted upon if there is a quorum. Prior to the next meeting a statement will be sent outlining the history of the document. Copies of the document will be sent to all faculty not in attendance.

7. Elections: Expect to see something in the mail soon regarding election to faculty committees
8. Awards: No report
9. Committee of chairs: No report
10. Faculty handbook task force: No report
11. Appeals Committee: No report
12. Other library committees and task forces: Carol Krismann, speaking for the task force looking into the copier contract, asked that comments regarding what we would like to see in the future contract for a copy company be forwarded to Scott Seaman.

Nancy Carter reminded all Public Services Division department heads that their capital equipment requests are due at the end of October.

VI. Administrative reports: Janet Swan Hill and Susan Anteha reported that Dean Williams has received approval to begin the planning process for the renovation of Norlin. They also said that the possibility of moving units such as Special Collections and Archives to the current Law building is by no means a firm commitment. Much depends on the Law School’s ability to raise the money needed for their new building. Regarding off-site storage: interviews for the manager are beginning, the building is almost finished and it looks as if a move in date of late December is realistic, bids for the move will be forthcoming, and issues involving collection statistics, ownership and cataloging continue to be discussed with our partners in the facility.

VII. Announcements: Sko Hamilton reported that there is quite a bit of concern among faculty and administration regarding the NORED report. There are many political implications and the Libraries will most certainly be affected should any of the suggestions in the report be initiated.

VIII. Meeting was adjourned.

Respectfully submitted,

Suzanne T. Larsen