Libraries Faculty Meeting Minutes
November 2, 2000

Present: Antshe, Baia, Byrne, Cuhlaw, Ferris (non-voting), Garrison, Gause, Greenman, Gresham, Hamilton, Jobe, Kellswy, Krismann, Maloney, McCarthy (non-voting), Nolan, Reboldes, Sampsel, Swed, Swan, Stein, Swan Hill, Yee

I. Recruitment Update: Libraries has received approval to fill 11 faculty vacancies. Three other vacancies are on hold. Half of the 11 vacancies have search committees formed. Specifics on the various positions will be sent out in the coming weeks.

II. Approval of Minutes: approved minutes of Oct. 5, 2000 meeting with no corrections.

III. Unfinished Business

Proposed revisions to the Libraries' Criteria and Standards for Promotion and Tenure document were given out to all faculty members at the October 5, 2000 faculty meeting and later mailed to those faculty members who did not attend the meeting. Tenure Committee chair John Cuhlaw received no comments via e-mail about the proposed changes. Cuhlaw indicated that revised standards would not apply to a faculty member who has already undergone Comprehensive Review without the faculty member's approval. Swan Hill pointed out that it is to a tenure candidate's advantage to undergo review using the revised standards because the document is much clearer to the VCAC.

In response to his concerns about the wording in the second bulleted item of section 1.2.3.1., Hamilton made a motion to change the words "leadership in" to "leadership through", so that the second bulleted items read, "providing leadership through organizations that extend the resources of the University to the state". Swan Hill seconded. No discussion followed. Vote was taken and motion carried.

In response to her concerns that the last sentence of section 1.2.1.2. was too broadly written, Sampsel made a motion to change the words "are used" to "may be used", so that the sentence reads, "Depending on the particular assignment and circumstances, other measures may be used as appropriate." Motion was seconded, vote was taken, and motion carried.

Guided by faculty handbook rules, it was determined that 19 voting members of the faculty constitutes a quorum. The Secretary and Parliamentarian determined that a quorum was present. The Secretary called for a vote to approve the Criteria and Standards for Promotion and Tenure document with changes noted above. The faculty approved the document with 19 for, 0 against, and 1 abstention.

IV. New Business: none.

V. Committee Reports

1. Faculty Personnel: the FPC document "Application of the Annual Evaluation Process for Libraries Faculty Members with Special Cases" was approved by faculty in a mail ballot with a vote of 23 for/0 against. The document will go into the faculty handbook. Senior instructor one-semester leave process is still being discussed by committee members.

2. Faculty Support: Research Discussion Group meeting today at noon.

3. Faculty/Staff Development: no report.

4. Library Advisory Board: Fall meeting on Monday, Nov. 27, food will be served.

5. Promotion and Reappointment: committee is in the last stages of writing reappointment letters and will be finished by the end of next week.


7. Elections: committee will send list of eligible persons to FPC prior to putting together the ballot and will have a balance of ranks on some committees (like FPC, for one).


11. Appeals Committee: no report.

12. Other Library Committees and Task Forces: no report.
VI. Administrative Reports

1. Off-site Storage Report: PASCAL facility will be completed on Dec. 5 and occupancy will take place on Dec. 10. Tours of the facility may be scheduled in late December. Michael Kelly has been hired as the facility manager. Libraries is looking at a mid-January move out date of the Louisville facility.

2. Other: the Libraries budget hearing is to be held around Thanksgiving. The process will be streamlined because the stakes are so low.

VII. Announcements (University Committees)

1. Sani: Athletic construction projects will affect parking.

2. Hamilton (EPUS): faculty salary concerns are driving campus budget; cuts of up to 25% for library materials are likely for the next few years.

VIII. Adjourn: meeting was adjourned at 10:05 am.

Respectfully submitted,

Keith Gresham