Faculty Meeting Minutes
March 1, 2000

Present: Anthes, Baia, Byrne, Culpshaw, D' Avis, Fagerstrom, Ferris (non-voting), Filar, Gause, Greenman, Gresham, Hamilton, Hill, Hollis, Jobe, Kellsey, Kristmann, Larsen, McCarty (non-voting), Maloney, Nolan, Sani, Seaman, Shen, Williams, J., Williams, S., Yue.

I. Recruitment Update: For 11 vacant faculty positions, the Libraries has 6 search committees in progress, 2 committees that have been formed but have not met, and 3 positions for which the Libraries has yet to form a search committee.

II. Approval of Minutes: approved minutes of Feb. 2, 2001 with one correction.

III. Unfinished Business
At the previous faculty meeting, four motions were introduced. The Chair called for discussion and a vote on each of the motions:

The first motion, to amend the University Libraries Faculty Handbook under "ARTICLE VII. MEETINGS, Section 2. Voting Procedures, Part 1. Quorum", to read:

Thirty-three percent of the Faculty who are currently rostered and not absent on Sabbatical, Extended Research Leave or other leave of absence constitutes a quorum. Presence of a quorum is determined by the Recorder, who indicates to the Chair and the assembled Faculty.

Motion was approved: 22 in favor, 0 opposed, and 1 abstaining.

The second motion, to amend the University Libraries Faculty Handbook under "ARTICLE VIII. RECORDS, Section 1. Faculty By-laws and Libraries Faculty Handbook, Part 1. Amendments", to read:

Proposed amendments to the Faculty by-laws and the Libraries Faculty Handbook shall be presented at a Faculty meeting for discussion. Discussion of proposed amendments, including revisions to proposed amendments to the by-laws may be made at the meeting at which the original amendment is presented, but final passage of any amended by-laws text may not take place until the meeting following original introduction. If fewer than fifty percent of the faculty are present at a meeting any vote on amendments to the by-laws will be done by mail ballot.

Motion was approved: 22 in favor, 1 opposed, 0 abstaining.

After brief discussion of the third motion, to amend the University Libraries Faculty Handbook under "ARTICLE VII. MEETINGS, Section 2. Voting Procedures, Part 4. Mail ballots, Hill introduced a motion to amend the motion so that the first sentence would read:

A vote may be taken at meetings or by mail ballot, but not by proxy.

After discussion, the motion to amend the motion was approved by a vote of 19 in favor, 4 opposed, and 3 abstaining.

The amended third motion read:

A vote may be taken at meetings or by mail ballot, but not by proxy. Votes cast in a mail ballot shall be counted on the seventh calendar day following the day on which ballots are distributed. If the seventh day is a holiday, votes shall be counted on the first business day following the holiday. To be valid, a vote taken by mail requires a return of at least fifty percent plus one additional member of the Faculty who are currently rostered and not absent on Sabbatical, Extended Research Leave, or other leave of absence.

Motion was approved: 14 in favor, 10 opposed, 0 abstaining.

The fourth motion, to amend the University Libraries Faculty Handbook under "ARTICLE VII. MEETINGS, Section 2. Voting Procedures, Part 4. Mail Ballots", to read:

A vote may be taken by mail ballot if requested at a faulty meeting. Votes cast in a mail ballot shall be counted on the seventh calendar day following the day on which ballots are distributed. If the seventh day is a holiday, votes shall be counted on the day first business day following the holiday. To be valid, a vote taken by mail requires a return of at least fifty percent plus one additional member of the Faculty who are currently rostered and not absent on Sabbatical, Extended Research Leave, or other leave of absence.

Motion was approved: 22 in favor, 0 opposed, 2 abstaining.
IV. New Business
Sani suggested that draft minutes, approved minutes, and meeting agendas for faculty meetings should be made available on the Libraries' web pages under the topic "Faculty Governance" on the Administrative Services area of the web pages. Seaman agreed to investigate the feasibility of the plan and report to the faculty at the next meeting.

Hill suggested that the Libraries' Faculty adopt the parliamentary rules from the most recent edition of Standard Code of Parliamentary Procedure by Alice Sturgis. So that faculty could familiarize themselves with the proposed rules before voting on their adoption, Byrne agreed to distribute a "cheat sheet" to Sturgis that was prepared for the steering committee of the Government Documents Round Table. The faculty agreed to postpone discussion until the next meeting.

V. Committee Reports
1. Faculty Personnel Committee: Moving forward with evaluations. It must receive all faculty evaluation documentation by March 9.
2. Faculty Support: The committee continues to host research discussion groups. It is planning several workshops and a web page.
3. Faculty/Staff Development: Charlene Kellsey will speak on gender and monasticism.
4. Library Advisory Board: no report.
5. Promotion and Reappointment: no report.
6. Tenure: The committee has forwarded a tenure case to the VCAC. In addition it is working on two cases of promotion from senior instructor to assistant professor.
10. Faculty Handbook Task Force: Hill will update the by-laws to include the recently-passed revisions on behalf of the parliamentarian.
11. Other: no reports.

VI. Administrative Reports
1. Administrative Services: The consortium has taken occupancy of the PASCAL off-site storage facility. CU Boulder sent its first shipment of 4000 books on March 1. Courier service commenced on March 1. The official opening date for the facility is March 11. An open house will be held in mid April.

2. Dean: The Blue Ribbon panel is meeting. It has accepted the Dean's outline of a strategic plan for the Libraries as a basis for its discussions. The panel will begin to meet with department heads. The Dean plans to ask for a facilitator for some meetings.

The Provost has approved and signed the Libraries' Standards and Criteria for Appointment, Reappointment, Promotion, Tenure And Post Tenure Review.

The Dean thanked those faculty members who participated in the special meetings to discuss the "Tempe Principles". In a two part special meeting of the faculty, the Libraries' faculty endorsed the "Tempe Principles" with the understanding that fuller discussion of issues associated with implementation would follow if said principles were endorsed by the University as a whole.

VII. Announcements
1. University Committees
   a. BFA: The faculty thanked Martha Jo Sani for her many years of service on the BFA. Sani announced that Fagerstrom has agreed to serve on the BFA if asked. In addition, Byrne and Montgomery were nominated to serve on the committee. Sani announced that the BFA is discussing salary set aside for "stars" and compensation increases for promotions. The BFA is also discussing the student-created honor code.
   b. EPUS and UCIP: Hamilton announced that these committees are looking at intellectual property issues and appeals following post-tenure review.
2. Other: no report

VIII. Adjourn
Respectfully submitted,
Peggy Jobe