Faculty Meeting Minutes
October 4, 2001

Present: D’Avis, Fjagerstrom, Ferris, Gause, Greenman, Hamilton, Holmes, Kelsey, Kittelson, Larsee, Lundy, Moeller, Sampsel, Sani, Seaman, J. Williams, S. Williams

Introduction of new faculty member Pat Kittelson, Science

I. Recruitment Update
Assistant Head of ILL: Search closed; will be readvertised
Principal Cataloger: Search closed; will be readvertised
Head of Preservation: Committee meeting
Special Collections Reference: Review began Oct. 31
Assistant Head of Acquisitions: Committee meeting; description being written
Government Docs Reference: Ads out; review to begin Nov. 15
Business Reference: Committee meeting

II. Approval of Minutes: Sept. 2001 minutes approved

III. Unfinished Business
Announced the delay on vote of serials routing cessation motion, because implications are being discussed. It will be on the Nov. agenda.

IV. New Business
a. Secretary report on archiving of minutes
   Hamilton prepared handout of current handbook statements on archiving of faculty meeting minutes. Moderator keeps minutes for the previous year. Then they are maintained in Archives. Bruce Montgomery will report on this process at next meeting. Discussion of process followed.

b. Lecturer on ethics
   Hamilton hasn’t had a chance to work on this. Student ethics are covered under the appropriate college where classes are rostered.

V. Committee Reports

1. Faculty Personnel

   FPC statement on ethical misconduct to be added to Faculty Handbook Procedures section.

   Greenman read motion:
   The FPC moves, in consultation with the Tenure Committee, that cases of alleged ethical misconduct be referred to the FPC. The FPC will make a determination based on the following:
   • if the specific individual is tenure-stream, the case will be referred to the Tenure Committee to investigate the allegations.
   • if the specific individual is and instructor/senior instructor, the FPC will form an ad hoc committee to investigate the allegations.

   The motion passed unanimously,

   FPC will calculate career documentation scores in November. Memo about this was sent out yesterday (Oct. 3).

   FPC has requested a special faculty meeting on Oct. 18th 9-11 in N410 to discuss workload assignments. E-memo to follow.

2. Faculty Support: No report

3. Faculty/Staff Development: No report
4. Library Advisory Board: No report
5. Promotion and Reappointment:
   Seven packets are in progress. The Committee is starting to write letters and hopes to forward them to FPC by November.
6. Tenure:
   Two reviews are in process.
7. Elections:
   Chris sent out request for volunteers for the Nominations and LAB slots. A volunteer for the LAB is still needed.
8. Awards: No report
9. Committee of Chairs: No report
10. Appeals Committee: No report
11. Other Library Committees and Task Forces:
    a. Core Planning Committee:
       Group is continuing to meet; minutes are being distributed on the Norlin list.

VI Administrative Reports

Dean:

Work continues towards filling vacant positions; salary savings likely to continue this year.

Still on strategic planning schedule through December. A retreat has been planned with consultant on Oct. 22. Jim is encouraged about the plan. Focus groups are providing good input.

Economic turn-down is not good news. State Government budget concerns aside, the Libraries are moving forward with feasibility study. Norlin retrofit schedule may be pushed back. Hopes to have document completed in December. It then goes to the Campus Planning Commission and hopefully the Regents by March.

No news about the budget hearing this cycle. A 1% increase is expected.

Congratulations to Business school on receiving the Leeds endowment. The Libraries need to raise $2 million for the Business Library.

VII Announcements

1. University Committees:
   Hamilton announced upcoming forums on intellectual property on each campus sponsored by the BFA. Intellectual property remains with faculty members. Look for upcoming announcements for details.
   Hamilton also mentioned attempts to revise CU's faculty constitution. Will be on the agenda for the Nov. Faculty Council meeting. Everyone will vote on revisions.

2. Other: No report

VIII Adjourn: Meeting adjourned at 9:30 am.

Laurie Sampsel, Recorder