Faculty Meeting Minutes  
August 1, 2002


Recruitment Update: Seaman addressed faculty recruitment issues within the constraints of current campus hiring guidelines he will pass on to the FPC, that are pacing a “chill” on searches. The Libraries is still recruiting for a few positions, including the Map Librarian, Asst. Head of Acquisitions, Head of Original Cataloguing (though currently in limbo), and a few other department head positions. But the Provost is holding all current faculty vacancies and is asking for a set of elaborate justifications for any position to be filled, such as the position’s relationship to departmental strategic planning, to CU’s Vision 2010, and other (fiscal) matters. Taiks are planned between Dean Williams and Provost Dishawano, and the Libraries searches are expected to continue "swimmingly" following these.

Two new faculty members, Rebecca Imamoto of Reference and Susan Xue of Government Publications, were introduced to the faculty, who introduced themselves in turn.

Approval of Minutes: The minutes were approved and passed with one correction to the recruitment update: the spelling of the name Imamoto.

Unfinished Business: The Journal Routing Group will bring suggestions to the September faculty meeting.

New Business: The FPC’s “draft of the motion on faculty degrees,” e-mailed to the Libraries faculty prior to their meeting, was introduced for discussion, to be voted on at the next faculty meeting. The text of the motion, once approved, will be inserted in the Libraries Faculty Handbook as paragraph 2 under Article III, Sect. 1, “Definition of faculty.” The motion reads:

In accordance with the Association of College and Research Libraries Statement on the Terminal Professional Degree for Academic Librarians, University Libraries faculty members hold the master’s degree in library science from a library school program accredited by the American Library Association or from a program accredited or recognized by a national body of another country. An appropriate advanced degree in another field may be substituted for the library science degree for a faculty member serving as Curator of the University Archives.

The ensuing discussion focused on the specificity of the exception stated for the Curator of Archives position, and suggestions were made to broaden the exception to include other positions as well (such as Special Collections), to keep it more general, or to omit it altogether. The FPC emphasized that the exception for Curator of Archives was deliberate and that language had been taken from the job description for that position. The MLS terminal degree requirement was regarded essential for tenure track positions and the achievement of tenure. Discussion also touched briefly upon the validity of degrees from formerly accredited but now defunct library science programs, such as Columbia University or DU, with decisive weight given to the accredited degree.

Per Hamilton’s earlier request, it was moved that the FPC submit the motion to the Faculty for a vote by mail ballot.

Committee Reports

1. Faculty Personnel: Kelsey reported that the FPC is continuing work on two issues: a) additional guidelines clarifying the "Considerations for evaluation of research," to bring to a future faculty meeting, and b) compensation.

2. Faculty Support: No report

3. Faculty/Staff Development: Larsen stated that presentations in the database series have been wildly successful. Pat Kittelson’s presentation on the Web of Science (July 31) received a standing ovation. S. Seaman will be the next presenter, speaking on the architectural history of Norlin Library (Thursday, August 8). The Lexis/Nexis presentation by J. Yue is scheduled for August 14, and will be publicized.

4. Library Advisory Board: No report

5. Promotion and Reappointment: No report
6. Tenure: Congratulations were extended to Peggy Jobe for having achieved tenure and promotion to associate professor.

7. Elections: No report

8. Awards: No report

9. Committee of Chairs: No report

10. Appeals: No report

11. Other Library Committees and Task Forces

   a) Taskforce on Recruitment to the Profession: Discussion of Dean Williams' intention, previously communicated to the faculty, to have a TF look into the issue of recruitment to the profession, was postponed until the next faculty meeting due to his absence.

   b) Web Advisory Committee: It was suggested that the Web Advisory Committee be included under "Committee Reports." Committee members are working on redesigning Chinook's main screens and access to its databases. "Article access will be eliminated and replaced by E-resources A-Z. Other access points were discussed, and work is expected to be completed before school starts. Hamilton appreciated the Committee's work but had reservations about eliminating the original "article access" feature with its descriptions of databases patrons are used to consult. The Committee will also address imminent interface changes planned for the Web of Science, EBSCO, and InfoTrac.

   c) Ad Hoc Offsite Storage Committee: Charlene Kellsey spoke on behalf of the committee that had recently been formed of technical services and circulation staff for the purpose of streamlining communication about the procedures for storage and transfer decisions. As former Offsite Storage Technical Services Coordinator and Classic bibliography, Kellsey will serve as mediator and liaison to the bibliographers. In response to objections raised about staff making storage decisions, especially where large collections are concerned, Kellsey emphasized that committee members had no decision-making authority but would defer problems to bibliographers for discussion at their meetings under Anthro's auspices. A brief discussion of public versus technical services responsibilities followed, and the need for consultation and exchange of information generally was emphasized. Hill presented examples of inappropriate procedures that had led to the formation of the committee. She re-emphasized the Libraries' goal to have all materials targeted for offsite storage fully documented in Chinook. It was agreed that a clear policy, identifying priorities and the process, was essential for future storage decisions. Gresham suggested that the committee address two issues: 1) the sequencing of moves and 2) the staging of materials, as locating these is becoming an increasingly complex issue for bibliographers.

Administrative Reports: No report

Announcements

1. University Committees: No report

2. Other: Hamilton requested clarification about the Copy Center dilemma and the various administrative communications sent to the Libraries staff, making it difficult to present uniform information to patrons. Seaman thought that communication from his office had been consistent and elaborated on other points:
   - While negotiations for a new copy contract had been ongoing for the last two years, committee members were now told by the Attorney for Purchasing that they had no choice but to accept IMAGING Services as their copy services provider. IKON was informed of the decision early Thursday afternoon and, contrary to our expectations to have their services continue through the end of August, started to shut down almost immediately (July 31st), having had no contract since January of this year.
   - IMAGING Services will try to get equipment installed by August 12, setting up ca. 8-10 machines with coin towers in Notlin and the branches, as a first response to the Libraries priorities of 1) having the machines deployed as soon as possible; 2) having card readers in place; 3) providing copy services to ILL (having been dropped by IKON); and 4) getting coin towers for microform readers/printers. While it is expected that most internal needs will be met via in-house copiers and scanning services, our critical concern is to supply
copyers for the public. IKON copy cards may be traded in for new cards beginning August 19, for a period of three weeks.

There will be an alert sent out to the campus community in next Monday's Buff Bulletin.

Concerns were raised about the accuracy of the copy services user profile documenting the decreased use of the copy center, and also regarding the quality of the incoming machines. Seaman assured all that the machines to be installed would be new digital machines. Regarding IMAGING services, it is expected that in the first year they will be comparable to the basic copy shop services previously provided by IKON, such as color photocopying, high volume production, binding and laminating. As before, course packs will be predominantly handled by copy services in the UMC and Stadium. IMAGING copy services in the Libraries are not expected to be self-supporting in the long run, and judicious management will require the eventual outsourcing and downsizing of most of these services, as the Libraries material budget would have to be drawn on to pay for unmet expenses. Self-service machines and change service will remain available to patrons. We will start out with fewer than the 54 machines we originally had, more likely 20-24 (which is where we are now), and these may be more machines than will be needed in the future.

The Secretary thanked Seaman for his detailed report. There was no other business, and the motion to adjourn the meeting was made and seconded.

Liesel Nolan, recorder