FACULTY MEETING MINUTES
NOVEMBER 7, 2002


I. Recruitment update: none

II. Approval of Minutes:
Minutes from September 4 approved with no changes. Minutes from Oct. 3 approved with some changes, essentially editorial.

III. Unfinished Business:
Charlene Kellsey, representing the Faculty Personnel Committee, moved that Section A of revision to Evaluation criteria be approved with move of Section A to immediately following document title.

Discussion ensued as to whether FPC should put language in the criteria pertaining to quality or impact of research. It was decided to not go there. **Motion passed unanimously.**

Charlene then explored idea of a faculty discussion on Section B concerning the broad qualifications for a score of “2” for research and should the criteria be strengthened and/or the word “substantial” be more fully defined. Janet Hill moved that the Section B be sent back to FPC for the insertion of a “judgement” statement to help remedy the problem. **Motion passed with 1 opposed, 3 abstentions.**

Charlene then approached problem of salary raises under “special cases”, specifically new faculty only here a short time before end of fiscal year. She explained that even though this portion was included in evaluation document to address inequities, it was actually creating inequities. Janet Hill requested that the faculty be given until next meeting to review the complete section of the document that contains the text in question. Faculty asked to review Section IV C 2 before next meeting.

IV. New Business: none

V. Committee Reports: (The following committees had reports)

- **Staff Development:** Programs on Library databases continues. Next week a program on ScienceDirect. (S. Larsen)

- **Promotion and Reappointment:** Papers for one reappointment ready to be forwarded to FPC. (W. Baia)

- **Elections:** Nomination forms have been sent out. (T. Lindquist)

- **Web Advisory Committee:** The redesign task force is gathering feedback. (D. Hollis)

- **Handbook Task Force:** We do have a task force for this but its dissolution is perhaps imminent. Janet Hill, as chair, has printed out the Library Faculty Handbook and is going through, page by page, correcting errors, creating links, and other editorial maintenance. She is also requesting all committee procedures be submitted as soon as possible. The University does require these procedures be in writing. Faculty encouraged her to carry on.

VI. Administrative Report: none

VII. Announcements: none

VIII. Adjourn.

Nancy Carter, Recorder