Faculty Meeting Minutes
August 7, 2003


Secretary Krismann called the meeting to order at 9:05a.

I. Recruitment Update (Seaman):
Two positions under recruitment: Head of Cataloging Department and Assistant Dean. Both searches have failed once, and both positions will be re-advertised soon.

II. Approval of Minutes:
Minutes from June 5, 2003 were approved as submitted.

III. Unfinished Business:
None

IV. New Business:

1. Faculty Handbook Task Force

Hill presented the following motion (originally sent to faculty via e-mail on July 21, 2003):

MOVED THAT the Libraries Faculty Handbook Task Force be dismissed with thanks, and that in accordance with the Bylaws, continued maintenance of the Handbook devolve upon the Parliamentarian.

The motion was seconded. Discussion centered on questions about how to preserve the “institutional memory” of the group and the status of the project of scanned meeting minutes. Hill indicated that a process for making authorized changes to the handbook needs to be created.

After discussion, a vote was called, and the motion was approved unanimously.

V. Committee Reports:
1. FPC – no report
2. Faculty Support – working on report detailing the use of faculty travel support funds in the previous budget year
3. Promotion and Reappointment – no report
4. Tenure – nine candidates going through some form of review this cycle. Meetings have been held with candidates and their supervisors to discuss process. PUECs will be established for these cases at next meeting.
5. Elections – no report
6. Awards – no report
7. Committee of Chairs – no report
8. Appeals Committee – no report
9. Other Library committees and Task Forces:
   a. Faculty/Staff Development – Upcoming presentations: Netlibrary by Heather Wicht and Jennifer Knieval on Aug. 13, 10a, N410.
   b. Web Advisory Committee – no report
   c. Library Advisory Board – no report.
   d. Recruitment to the Profession Task Force – Graduate Teacher Program has asked group to present at fall seminar series. At least 2 interns will be serving in the Libraries this fall.
VI. Administrative Reports (Seaman): no budget yet...stay tuned.

VII. Announcements:


VIII. Adjourn: meeting adjourned at approximately 9:14a.

Submitted by Keith Gresham