Library Faculty Meeting Minutes  
February 2, 2006

Present:  Susan Anthes, Christopher Cronin, Marcy D'AVIS, Anna Ferris, Alison Graber, Jennie Gerke, Skip Hamilton, Gene Hayworth, Sheryl Holmes, Peggy Jobe, Charlene Kellsey, Sean Knowlton, Carol Krismann, Kathryn Lage, Suzanne Larsen, Stephanie Lichtenauer, Thea Lindquist, windy Lundy, Jack Maness, Paul Moeller, Pat Morris, Jennifer Parker, Scott Seaman, Jina Wakimoto and Sue Williams

Call to Order: By Krismann (Acting secretary) at 9:05 a.m.

I. Recruitment Update
Scott Seaman: Interviews are going on for Electronic Government Publication librarian position and applications are being reviewed for Instruction Coordinator position.

II. Approval of Minutes
Both the November and December minutes are approved as written.

III. Unfinished Business
1. Secretary By-Laws motion (text included in December minutes) – Motion passed.

IV. New Business – None

V. Committee Reports

1. Faculty Personnel – Chair welcomed new members. FPC will bring to the March meeting the FPC procedures for inclusion in Faculty Handbook. FPC had a joint meeting with TC to discuss retention, as there is not a clear procedure nor policy. TC and FPC will draft policy and procedures to put forth at a future faculty meeting. Annual evaluations were due on 2/1. FPC seeks feedback on the new Summary of Achievements in Scholarly Activity and Creative Work and Service forms, both for their structure and the format (PDF or DOC). Moeller in turn seeks feedback from FPC whether his completed form was as FPC had intended. In the coming year, FPC will also be reviewing the Criteria document for Research and Service
http://ucblibraries.colorado.edu/internal/fac/IV.C.1_doccriteria.pdf
FPC will also look at the issue of multiple-year credit for books, which was postponed from August 2005 faculty meeting.

2. Faculty Support – Received applications, will meet to review them.

3. Promotion and Reappointment -- no report

4. Tenure – Dossiers are received from the Dean’s Review Committee, so make any changes now (send to Bert) before going out to VCAC. TC will hold open sessions and drop-in sessions (dates to be announced). Faculty may also request a
private meeting with their PUEC, but please copy Debbie Hollis. At the Chancellor’s Open Forum Jobe attended, the Chancellor reported that the accounting firm found our tenure review to be very rigorous, but not so for post-tenure review. Jobe noted the possible implications of this report.

5. Elections – no report
6. Awards -- no report
7. Committee of Chairs -- no report
8. Appeals -- no report
9. Other Library Committees and Task Forces
   a. Faculty/Staff Development thanks Katie Lage for her presentation on 2/1; there will be a presentation about Special Collections on 2/8 and about Theses and Dissertations on 2/15 in the Engineering Conf Rm. Suzanne Larsen will be the chair while Scott is away.
   b. Web Advisory Committee thanks the outgoing members and welcomes the new members
   c. LAB -- no report
   d. Recruitment to the Profession Task Force is finalizing it's charge with Cabinet to become the Committee on Recruitment to the Profession of Academic Librarianship. As soon as it is finalized we will be sending the charge to the faculty and calling for volunteers. Also, we will be recruiting for the next round of the Provosts Fellows in March, stay tuned for information.
   e. Assessment is reviewing their charge vis-à-vis the Libraries strategic plan. The Committee will be co-chaired by Jack Maness and Deborah Fink.

VI. Administrative Reports – no report

VII Announcements
1. University committees: EPUS Committee--Skip Hamilton reported on ITS security issues. They have had discussions about "information resources" versus "hardware resources" which may impact the libraries. ITS personnel may become responsible for information databases and so anyone working with databases will be required to have training in security measures—an unfunded mandate. Also, public patrons would not be able to use databases without an Identikey number.

2. Other: Pat Morris - A consultant in environmental controls will be on site 3/23-24, to address the conditions of air handlers in Norlin (East Asian, Archives, Special Collections Annex, and cataloging). The closing plenary session is open to all interested in attending. A collection representative, perhaps more than one, will be asked to attend the opening and closing sessions during his visit. If you are interested in attending, please let Pat Morris know in advance. She will need to reserve a different room if several people wish to attend.

IX. Motion to Adjourn
Meeting adjourned at 9:25 a.m.

Respectfully submitted by Jina Wakimoto