Libraries Faculty Meeting Minutes
May 4, 2006

In attendance: Anthes, Bishoff, Cronin, Culshaw, D’Avis, Ferris, Gerke, Graber, Hayworth, Hill, Hollis, Holmes, Kellsey, Knowlton, Krismann, Larsen, Lindquist, Lundy, Maness, Morris, Parker, Sinkinson, S. Williams

I. Recruitment Update
   Caroline Sinkinson started May 1 as the new Instruction Coordinator and Reference Librarian in the Reference and Instructional Services Dept. Frank Wilmot will start July 1 in Government Publications. There will be an interview on May 9 with the internal candidate for the Faculty Director, Monographic Cataloging position.

II. Approval of Minutes
   Minutes were approved with the addition of Carol Krismann’s name to the attendance list.

III. Unfinished Business
   Two items listed in the agenda under new business were moved to unfinished business.
   1. Replacement of the current Faculty Retention Policy in the Faculty handbook, Section IV.O – was passed unanimously.
   2. Addition of Faculty Retention Procedures to the Faculty Handbook, Section V.D.15- was adopted unanimously.

IV. New Business
   1. Promotion of Full Professor

      Discussion: Hill passed out a document containing background information and a motion drafted by the Tenure Committee that is designed to bring our criteria and standards document into conformity with standards for full professor established by the Board of Regents. Clarification was requested on what the terminal degree is for our field. Hill indicated that it is an MLS from an ALA accredited institution.

      The Board of Regents document was accepted with the word “teaching” changed to “librarianship” in the last sentence. The following sentence was then added to the end of the Board of Regents version. “Within the Libraries, A and B are interpreted to require outstanding accomplishment in the practice of librarianship and either scholarly work or service, as well as significant contributions in the remaining area.”—motion passed unanimously with the revision and addition. Faculty Affairs will be consulted for University approval on our changes.

V. Committee Reports
   1. Faculty Personnel
      Cronin reported that FPC looked at the 10 equity review requests submitted. They have not looked at the faculty as a whole yet but will do so next week. A retreat is scheduled with the Cabinet on May 15.
   2. Faculty Support – no report.
4. **Tenure**
Tenure Committee sent out an email noting open sessions they are sponsoring for the Libraries Faculty. They are reviewing their fall schedule for tenure related decisions.

5. **Elections**
Sue Williams has volunteered to replace Heather Wicht on the Library Advisory Board for the remainder of 2006.

6. **Awards**
A librarian has been selected for the Ralph E. Ellsworth Award and the awards ceremony is scheduled on May 25.

7. **Committee of Chairs – no report.**

8. **Appeals**
The committee had one appeal and they have finished their procedures for the year.

9. **Other Library Committees**
   a. **Faculty/Staff Development**-Cheryl Koelling has joined this committee. There will be presentations during May on grants, CSA, and genealogy.
   b. **Web Advisory Committee**-Gerke noted the addition of the “How do I…? pages to the Libraries website.
   c. **Library Advisory Board**-no report.
   d. **Recruitment to the Profession**-the Dean has appointed members to this committee.
   e. **Assessment Committee**-Gerke has joined this committee. They are awaiting the results of the survey that was recently sent out.
   f. **Digital Projects Advisory Group (DPAG)**-Long put out a call in April for digital projects. There will be LUNA training later in May.

**VI. Administrative Report**-no report

**VII. Announcements**
1. **University Committees**-no report.
2. **Other**-Hill noted that there has been some confusion regarding parliamentary procedures for faculty meetings. She will send out an email about the basics of parliamentary procedures for meetings. Krismann reported that the Business Library personnel will move to Norlin May 17 for the summer. Also mentioned was the reception for Judy Neve in the Cataloging Dept. today.

**VIII. Adjourn**-meeting adjourned at 9:40 a.m.