Minutes of the Faculty Meeting
October 5, 2006


Recruitment Update:
Seaman reported that search committees have been formed to search for the head of reference, the head of acquisitions, and a position in cataloging and metadata.

Approval of the Minutes:
The minutes from the September meeting were approved with no corrections.

Unfinished Business:
Faculty Personnel (FPC): The committee moved that section IV.C.1 of the faculty handbook be replaced by the September 27, 2006 version of the document submitted to the faculty in advance of the October meeting. Cronin observed that grants are particularly difficult to score because components of grant-related activities may fall into librarianship, scholarly and creative work, and service activities. To receive adequate consideration by the FPC, it is the responsibility of individual faculty members to provide the FPC with specifics about the grant when submitting paperwork for annual evaluation. Dean Williams reminded everyone that a grant represents refereed work at some level. The motion passed with 22 in favor, 1 opposed, and no abstentions.

New Business: None

Committee Reports:
Faculty Personnel: Cronin reminded those present that career merit documentation is due on October 16. Faculty members must submit the following documents: FRPA, vita, and a summary of achievements in all three areas not to exceed one page. Faculty may also submit copies of letters of reappointment and other material at their discretion. Cronin also reported that FPC and Tenure both recommend delaying work on consideration of editorial responsibilities as research rather than service until the committees have a chance to consider the impact of recommendations coming stemming from the Estes report on the work of both committees. After concurring with this recommendation, Dean Williams reported that he asked Jeffrey Cox, the Vice Chancellor for Academic Affairs, to clarify the campus stance on the issue.

Faculty Support: Applications for supplemental support are due Nov. 1. Hayworth asked everyone to following the guidelines carefully when preparing applications.

Promotion and Reappointment: A letter has been drafted for one reappointment. Fagerstrom noted that because reappointment letters are no longer forwarded to the FPC for second-level review the procedures in the handbook are out of date. The committee will introduce a motion to revise the relevant section of the handbook at the next faculty meeting. FPC will also introduce a motion to revise their procedures to reflect this practice. Promotion and Reappointment is trying to clarify whether or not the Provost still signs off on reappointments.

Tenure: Jobe reported the committee is working on evaluations. Tenure is close to finalizing its recommendations on the CV. After thanking Hill for her hard work on this, she was asked if the guidelines would be released in time to make modifications to the vita before the deadline for career merit. Because of the work involved with revising individual CVs to reflect the guidelines for in time for the upcoming career merit process, Tenure does not intend to release the revised guidelines before the deadline.

Elections: None

Awards: None

Appeals Committee: None

Other Library Committees:
Faculty Staff Development: Seaman reported that the committee is working on a new website with both the calendar and copies of Powerpoints from past and future presentations. All were urged to attend Tammy Sumner’s presentation on digital libraries on Oct. 11. Keith Lance, director of the Library Research Service at the state library, will present what the committee hopes will be the first in a series on library research methods in November. The first in the series will be on using existing data as an alternative to gathering new data via surveys.
Web Advisory: None

Library Advisory: None

Recruitment to the Profession:  Any volunteers to be mentors for the fellowship positions should let Jen know by 5:00 p.m. today. Refer interested parties to the website. There is increasing interest on the part of library-school students in internship and practicum opportunities within the Libraries. Faculty were asked to refer these requests to Parker to facilitate the keeping of statistics. It’s hoped that a refreshed version of the exhibit on careers in libraries will be mounted in the near future.

Assessment: Seaman reported that the committee is redesigning its website to make it more interactive. In early 2007 the committee hopes to present a session on the results of the most recent LibQual survey comparing the Libraries to the average responses among all libraries participating in LibQual.

Digital Projects Advisory Group: None.

Administrative Report:
Dean Williams reported on four issues that affect the Libraries:

The University Libraries’ strategic plan is complete. Although the campus strategic plan has not been finalized, the Libraries’ plan is tied to campus goals announced in 2005. The top priority for the Libraries is budgetary support for additional staff on all levels, including student assistants. These budget priorities are tied to the Client-Centered Focus and Optimal Organizational Structure components of the Libraries’ plan.

The chancellor’s top priority is recruiting a diverse workforce. Of 60 new hires in the last fiscal year, only one was for a faculty member in a protected class. This lack of diversity significantly impacts the University’s ability to attract a diverse student population. If necessary the chancellor is willing to supplement salaries with funds at his disposal. Since the Fair Labor Standards Act and other laws must be scrupulously followed in job announcements, the Libraries needs to develop some standardized language for job announcements that includes wiggle room in both salaries and appointment levels. Because current practices have followed on the advice of counsel, any modifications to job announcements may need to be vetted. The dean also stressed that, in order to demonstrate a commitment to diversity, search committees will need to document efforts to recruit minority applicants when recommendations are forwarded. Several suggestions were offered on recruitment methods: personal contacts from the dean, letters to recipients of Spectrum scholarships, announcements at ethnic caucuses at ALA, and announcements at the Conference on Librarians of Color.

The recommendations of the Estes report on tenure practices have been accepted by the campus. Of particular concern is mentorship. In a court case in California, a person who didn’t achieve tenure argued that he/she did not receive appropriate mentoring. The dean will refer this issue to the Tenure Committee. He stated that any recommendations adopted by the University should appear in the administrative policy statements at http://www.cusys.edu/policies/.

The president’s office is gathering information about revenues generated by schools and colleges. The purpose of this information gathering is unknown. Williams expressed the concern that the Libraries, which does not generate revenue to fund its operations, may be adversely affected. Williams also reported that the chancellor has expressed interest in a new funding model for the Libraries.

Announcements:
University Committees:
AWPG: Hamilton reported that although AWPG had signed off on the recommendations contained in the Estes report, implementation measures are currently under consideration by another committee.

BFA: Fagerstrom reported that the BFA passed the following resolution in response to the creation of an Ethics Hotline:

Be it resolved that it is the sense of the Boulder Faculty Assembly that the Ethics Hotline is inappropriate and redundant. The Assembly requests a full explanation of its creation from the University Administration.

Fagerstrom also reported that some of the recommendations contained in the Estes report remain controversial in the BFA.

Meeting adjourned.

Recorder: Peggy Jobe