Minutes of the Faculty Meeting
07 December 2006

Meeting Chair: Jennifer Knievel


I. Recruitment Update: The search for a Faculty Director for Acquisitions has been put on hold as Cabinet considers the R2 report. The search for a Metadata Librarian is complete and the committee has forwarded its recommendation to the Dean. The position of Faculty Director for Reference and Instructional Services has been posted. The process of filling the position associated with the grant-funded project in East Asian is now underway.

II. Approval of the Minutes: Approved.

II. Unfinished Business: None.

IV. New Business: None.

V. Committee Reports:

1. Faculty Personnel: Cronin reported that the committee has completed the 2006 career merit evaluations, and that those scores will be delivered to faculty in the memo from Administrative Services in Spring 2007 that provides the 2006 annual evaluation scores. He thanked the faculty for submitting all of their documentation for this review.

The Dean has started informal discussions at the campus level on the idea of considering editorial responsibilities as falling under Scholarly Activity, as opposed to Service (as it is now).

Cronin also thanked members of the committee (Greenman, Kellsey, Krismann, Larsen) for all of the work they have done over the past year, which included annual evaluations, equity reviews, a study of the career merit formula, updating the criteria document for annual evaluations, revising the committee’s policy document, and passing the committee’s procedures. The only outstanding business that remains for next year’s committee is a revision to the Search/Appointment Guidelines for general updating and to include some statements on performing personalized recruitment.

Finally, Cronin wanted to thank Scott Seaman for his assistance during the equity review process, as well as the study on career merit. He also thanked Roberta Brown-Jones for all of the work she does on behalf of faculty and the FPC.
Hayworth asked about the general purpose of the career merit process. Cronin summarized the process and the intent.

Jobe reminded all committee chairs of their responsibility to provide Ruth Leahy with revised Handbook documents after it has been approved by Faculty.

2. Faculty Support: Eight travel awards were distributed to faculty in this last cycle.

3. Promotion and Reappointment: None.

4. Tenure: Tenure has completed its work on this cycle of evaluations. Letters have gone out to the faculty who are under review. The committee has started revisions to the document in the Handbook that gives advice on formatting and organizing the vitae. Because the LEAP program is done on a first-come/first-served basis, participation should not go into the Awards section of the vitae; it could go under the Professional Development section instead. Jobe thanked Janet Swan Hill for her work revising the document. Janet stated that the document is not intended to be all-inclusive. If a faculty member cannot find the advice they need in the document, they are encouraged to ask the Tenure Committee for input.

Windy Lundy stated that the FRPA may have recommendations on where to categorize LEAP.

5. Elections: Results of faculty elections were distributed yesterday. Thanks to everyone who ran for a position.

6. Awards: None.

7. Committee of Chairs: None.

8. Appeals Committee: None.

9. Other Library Committees:
   a. Faculty Staff Development: There was an open session on December 6th, and there was a very good turnout. Good ideas were suggested. On December 13th, Frank Wilmot will be giving a presentation on the Census. See the FSDC calendar for more sessions; the Sharepoint site with previous presentations will be made public soon.
   b. Web Advisory: Jennie Gerke and Katie Lage (co-chairs) have made another call for members, which are due by December 13th.
   c. Library Advisory: None.
d. Recruitment to the Profession: There are five Provost Fellows who will start in the Spring semester. The committee has been working with the Emporia Diversity Initiative. Jennie Gerke, Stephanie Lichtenauer, Barb Greenman, Laurie Sampsel, and Sean Knowlton are the sponsors of incoming Fellows.

e. Assessment: The committee is making headway on analysis of LibQual data; an FSDC presentation will be given in the Spring. A subcommittee of WAC and Outreach has been formed, in part to standardizing how data is organized on the Web site. A closed wiki has been established for committee and all of its documentation.

f. Digital Projects Advisory Group: The Digital Asset Library (DIAL) Java client has been loaded on all public computers in the Libraries. There will be an upgrade to 5.5 soon.

VI. Administrative Reports:
Janet Swan Hill stated that in January Cabinet will start looking at input it has received on the R2 report. All committees that feel an impact from the report should meet and submit comments to Cabinet as soon as possible. Cabinet may set up a Web page for people to post updates/progress reports.

Skip Hamilton thanked administration for the courage it has showed in taking on the consultancy.

VII. Announcements:
1. University Committees:
   *Educational Policy and University Standards (EPUS):* Hamilton reported that the committee is working on establishing a core curriculum. Skip has introduced the concept of information literacy to that discussion. The Regents have recently mandated that each of the three campuses have a program on Western civilization. It is unknown what the ramifications of this will be for the University system or the Libraries.

2. Other:
   Janet thanked Faculty for running for elections, but expressed concerns that we put ourselves into the position of acclaiming people. She suggested that a discussion on this happen at another time. Suzanne Larsen mentioned that there should also be a discussion about membership of the FPC and whether it should be revised to better reflect the current distribution of tenure-track and non-tenure-track faculty in the Libraries. Peggy stated there are similar challenges in having tenured faculty serve on PUECs.

Meeting adjourned at 9:35AM.

Recorder: Chris Cronin