Minutes of the Libraries Faculty Meeting
June 7, 2007

Meeting Chair: Jennifer Knievel

Members Present: Susan Anthes, Marcy D’Avis, Chris Cronin, Michael Dulock, David Fagerstrom, Anna Ferris, Marta Frydman (guest), Alison Graber (guest), Skip Hamilton, Gene Hayworth, Janet Swan Hill, Sara Holladay (guest), Peggy Jobe, Carol Krismann, Kathryn Lage, Suzanne Larsen, Windy Lundy, Jack Maness, Laurie Sampsell, Caroline Sinkinson, Jina Wakimoto, Heather Wicht

I. Recruitment Update: A recommendation for the Bibliographer for Asian Languages and Studies position will be going forward. The second search for the Faculty Director for Reference will be going forward. There are two openings in the Cataloging Department.

II. Approval of Minutes: It was pointed out that the roster of members present did not distinguish between voting and non-voting members. Non-voting members [according to the official template for taking minutes] should be listed as non-voting.

III. Unfinished Business: None.

IV. New Business: The Tenure Committee brought forward a recommendation that future candidates being interviewed be allowed to meet with the Tenure Committee for 45-60 minutes instead of the normal 30 minutes. A long discussion of pros and cons followed concerning this recommendation and interview schedules. Topics discussed included:

- The current interview process is stressful for a candidate.
- Have a candidate interview for 1.5 days instead of a single day.
- Perhaps interview only supervisory positions for 1.5 days.
- The first day may be discussing academics and the second day on benefits.
- Make certain a candidate understands the difference between FPC and the Tenure Committee by not having these groups back-to-back.
- Limit the Cabinet Meeting and FPC presentation to 30 minutes each.
- Possibly discuss tenure issues at a “higher level” including committee representatives that are involved from outside the Libraries.
- Do not go out for lunch because it takes too long. Have lunch brought in.
- Discuss how to do lunches and dinners with Administrative Services.
- Do not interview more than three candidates.
- Search committee guidelines and a sample interview schedule should be included in the Libraries Faculty Handbook.

These are recommendations. They differ from past customs and are not official policies. There is concern that the whole hiring process takes too long. How can the hiring process be speeded up. The hiring time line should to be reviewed at the administrative level.

V. Committee Reports:

1. Faculty Personnel: Because of decreasing non-tenure track faculty there is a need to change the membership composition of the FPC.
2. Faculty Support: none

3. Promotion and Reappointment: Only one individual is up for reappointment.

4. Tenure: Paperwork is due to the Committee June 8th.

5. Election: none

6. Awards: none

7. Committee of Chairs: none

8. Appeals Committee: none

9. Other Library Committees
   a. Faculty/Staff Development: none
   b. Web Advisory Committee: none
   c. Library Advisory Board: none
   d. Recruitment to the Profession: none
   e. Assessment Committee: Putting the “finishing touches” on the LibQual reports. Will have a history of LibQual and reports to bibliographers next Thursday.
   f. Digital Projects Advisory Group: none

V. Administrative Reports: Dean Williams chairs two campus wide search committees (one is for Diversity / the other is the Museum chair) which is keeping him very busy.

VI. Announcements
   1. University Committees: Jennifer Knievel is working at the university level on a committee to assess our students.

   2. Other: Liz Bishoff is working with Archives and the Council of World Affairs on a major grant ($350,000) to digitally archive audio recordings from past World Affairs Conferences. She is also pursuing a grant with the Freeman Foundation to archive Japanese educational language materials.

   3. The Libraries Faculty will not have a meeting in JULY.

Meeting adjourned at 10:14 AM.

Recorder: David Fagerstrom