Minutes of the Faculty Meeting
December 6, 2007

Meeting Chair: Jennifer Knievel

Members Present: Caroline Sinkinson, Jennie Gerke, Carol Krismann, Chris Cronin, Peggy Jobe, Paul Moeller, Sara Holladay (non-voting), Michelle Falke, Windy Lundy, Peter Rolla, Charlene Kellsey, Gene Hayworth, Thea Lindquist, Barb Greenman, Anna Ferris, Pat Morris, Jack Maness, Marcy D’Avis, Holley Long, Sue Williams, Suzanne Larsen, Anne Jennings (non-voting), Katie Lage

I. Recruitment Update: Update on East Asian and Head of Reference and Instruction Services are ongoing, come to the presentations.

II. Approval of the Minutes: The names of the new catalogers, Peter Rolla and James Ascher, were spelled incorrectly in last month’s meeting minutes. (This is the correct spelling.)

II. Unfinished Business: FPC is meeting with Tenure next Tuesday to discuss the issue of raises for tenure and to full professor.

IV. New Business: Peter Rolla was introduced to the faculty meeting.

V. Committee Reports: If no report, write “None.”
   1. Faculty Personnel: Meeting with Tenure (as discussed in unfinished business).
   2. Faculty Support: None.
   3. Promotion and Reappointment: None
   4. Tenure: Meet with FPC next week. Most reviews are done, just one outstanding waiting on a letter. Dean doesn’t have a review committee (just has 2/3s full) yet. Should post soon the guidelines for evaluating bibliographic responsibilities to the faculty list soon. Just a framework for focus interview; that will result in a written narrative to be added to dossier. PUEC will conduct interview which will interview head of acquisitions and collection development about the person being evaluated. This is 3rd multiple measure (other two are teaching and focused interview of individuals). For all who have permanent assignment to the subject area. None of these are required, the PUEC makes the choice on when to conduct interview.

   Discussion about adding the department into the conversation with the focused interview. This can be added in as needed, but they can also submit campus colleague letters.
Discussion about the question about who are being involved, what may not be included in the acquisitions and collection development can’t answer. Mostly internal processes: fund management, work on cooperative processes, etc.

Comment on sending out again to people, was presented in a bib meeting, was sent out (possibly, a year or two ago). Comment on people who work in very interdisciplinary fields which don’t actually have a specific department to work with. Will be sent out again when up in handbook.

Comment that it is responsibility of the person seeking tenure to recommend the appropriate person for the evaluation of the campus colleague letter. This is an objective of adding to the dossier.

5. Elections: Thanks to all who participated. Thanks to all who were elected, there were no contested positions. Sending out letter later with the new committee names.

6. Awards: None

7. Committee of Chairs: None

8. Appeals Committee: None

9. Other Library Committees:
   a. Faculty Staff Development: Today tea and cookies in N410 to get feedback and input on proposals to bring forth. Cheryl sent out a list of what done in last year.
   b. Web Advisory: December 12th is the deadline to submit your name to your associate dean for consideration to serve on the committee, there are five vacancies.
   c. Library Advisory: None
   d. Recruitment to the Profession: Selected 4 fellows, lots of good applicants waiting to hear back from those that were chosen.
   e. Assessment: None
   f. Digital Projects Advisory Group: None

VI. Administrative Reports:
Janet: Reminder to look in handbook for information on things like how to amend the handbook and other parliamentarian issues.
http://ucblibraries.colorado.edu/internal/fac/index.htm In reference to elections worthwhile to have faculty participation working group bring forth to figure out how to get people to cover the committee appointments.
Dean: Welcomed Peter.

Discussion item: What to do when interviewing candidates and have things that go wrong (interview questions that are inappropriate, committee meetings, etc.)

- Comments on those asking the questions not being allowed to have a final vote on candidate selection.
- This group also has been invited to attend these interviews and that right can be taken away.
- Discussion on when and who should step in. A selection of the comments from this question:
  - The search committee should step in when an inappropriate question is asked.
  - The Dean should meet with the individuals or departments when this happens.
  - The search committee could meet with and discuss library interview structure and appropriate questions before the candidates arrive.
  - Many of the questions are not ones that should be answered by the candidate, but rather by another person who would actually be handling that issue. People should step in and answer the question when appropriate.
  - When aware that this is going to happen should the candidate be warned or have a discussion with the search committee about this?

- Lots of discussion on how this unhappiness in part is driven by an unhappiness with the library and how the library should be aware of and use this to work on that unhappiness.

We have permission to submit a program plan for Fleming, got word last night. The program plan is $80,000. No word yet on when we get it and if there are multiple people submitting plans, or are we the only one.

Approached by National Snow and Ice center, they want us to be equal partner on $20 million NSF grant to construct data management infrastructure including preservation data layer. Liz Bishof, Suzanne Larsen, John Culshaw and Dean are members of discussion. John and Suzanne are senior something or other on grant. Question from Janet about the involvement of Technical services in grant in regards to organization of the metadata, etc. Suzanne had a discussion about this and said that this will come into the next step, this proposal is only seven pages long so that will be described in second level. Still concerned that the technical services in the introduction section. The discussion will be held in another forum.

Should we be pushing campus to mobile portal to resources? Question on catalog, etc.
  - Great idea, we are still behind the curve, this would be good.

VII. Announcements:
1. University Committees:
Faculty Council: Guidelines on the background checks came out earlier.

No meeting in January. Farewell to Jennifer since this is her last meeting as secretary.

Meeting adjourned at 10:16 AM.

Recorder: Jennie Gerke