Minutes of the Faculty Meeting
October 2, 2008

Meeting Chair: Carol Krismann

Members Present: Stephanie Alexander, James Ascher, Matt Brower, John Culshaw, Michael Dulock, Anna Ferris, Jennie Gerkie, Alison Graber (non-voting), Joe Grobelny (non-voting), Skip Hamilton, Gene Hayworth, Alison Hicks (non-voting), Peggy Jobe, Jennifer Knievel, Carol Krismann, Kathryn Lage, Suzanne Larsen, Holley Long, Barb Losoff, Windy Lundy, Steve Mantz, Paul Moeller, Peter Rolla, Laurie Sampsel, Caroline Sinkinson, Janet Swan Hill, Jina Wakimoto, Sue Williams, James Williams

I. Recruitment Update:
John Culshaw reported on the status of various searches:
- AD Admin Services: The search committee has met and will recommend 2 candidates to interview.
- Head of Reference: In the process of calling references.
- Music Archivist/Special Collections Librarian: The recommended deadline has passed and the committee will meet soon.
- They are close to posting the East Asian Librarian position.
- They have been discussing the salary range for the Head of Engineering position and will be getting formal permission to recruit soon.
- They will be talking with Jina soon about the Electronic Resources Serials Cataloger position.

II. Approval of the Minutes:
Approved as submitted

II. Unfinished Business:
None

IV. New Business:
1. Grievance Procedures
   a. John Culshaw summarized the background regarding the grievance procedure issue. He reported that the BFA has recommended that all units, schools, and colleges should have grievance procedures and that the Provost has asked everybody to do this. These are different than the issues the Libraries appeals committee deals with. The handouts provide a model for us to discuss. The Office of Faculty Affairs is also available for help.
   b. Culshaw recommended that the appeals committee could become an appeals/grievance committee.
c. Culshaw put forth the following motion: “To forward a request to the appeals committee to study the draft grievance procedures and propose a revision to their charge to the faculty.”

d. The motion was seconded and approved by unanimous decision.

V. Committee Reports:

1. Faculty Personnel: None

2. Awards, Elections, Faculty Support: Gerke reported that next year there will be 13 vacancies on faculty committees. The nomination will be sent out today and is due Oct. 15th. The committee strongly encourages everyone to fill it out and turn it in.

3. Promotion and Reappointment: None

4. Tenure: Sampsel reported that panels are working on the cases for all the people who are up for review.

5. Committee of Chairs: None

6. Appeals Committee: None

7. Other Library Committees:

a. Faculty Staff Development: Larsen reported that the FSDC is continuing to offer presentations. There is a brown bag today. Peter Rolla has joined the committee. Look for emails about upcoming events.

b. Web Advisory: None

c. Library Advisory: None

d. Recruitment to the Profession: Alexander reported that we have funding for four fellows for the Spring semester. Please consider hosting a provost fellow. Please let Stephanie or another committee member know if you are interested. The committee is finalizing putting all applications on a website and will be promoting the fellowship this week. There is an informational meeting Oct. 13 noon-1:00 in the Engineering conference room. If you are interested in hosting, please attend to talk about what a fellow working with you might do. The committee will ask bibliographers to communicate fellowship information to their departments. Swan Hill asked about a display that had been posted in past years. Alexander will investigate.

e. Assessment: Gerke reported that the Assessment committee met with Council in September about the graduate student report. They will give an FSDC event on Oct. 15th where the report will be presented to the library as a whole.
f. Digital Projects Advisory Group: None

g. Boulder Faculty Assembly: Jobe reported that there is a meeting today with President Benson. Jobe will summarize for the faculty email list. The diversity committee is drafting a resolution that will be forwarded to the entire BFA regarding state amendment on affirmative action.

VI. Administrative Reports:
Culshaw reported on the Libraries’ budget request: The 2009-2010 budget was submitted by the deadline. AABAC (Academic Affairs Budget Advisory Committee) will look at awarding a dozen new faculty and some staff lines in the course of the hearings. The Libraries’ budget put emphasis on campus initiatives like bio tech and renewable energy. We submitted 17 individual requests. The top cluster was all related to the learning commons and included a staff night supervisor, hourly wages for the learning commons service point and the ITS walk-in center, and an undergraduate services coordinator. (This term was used because we didn't think the campus would understand "Learning Commons Librarian." This is NOT a replacement for the current Undergraduate Bibliographer.) The budget request also included an interdisciplinary science librarian to address all the new initiatives on campus. We asked for increase in the Libraries’ student assistant budget, one-time infrastructure monies to install cameras at entrances and exits, funding for document delivery services including staffing, students, and equipment, and funding for a photo archivist position (staff). The budget request also included a joint request with ITS and university communication for staffing, funding, etc. for rich media services (streaming, repository services).

J. Williams reported on various administrative issues:
- He has asked for permission to work with space planner to continue on phase two of the remodel of Norlin.
- We don’t yet know how the state budget might affect the Libraries’ hiring and construction projects.
- Campus is in the middle of talking about re-accreditation. The Future of Humanities discussion was well attended and bibliographers and technical services librarians were well-represented. We’ll hear more about these discussions as they progress.
- Hank Brown will not be moving into office space in Norlin.

VII. Announcements:
1. University Committees: None
2. Other: None

Meeting adjourned at 9:35 AM.
Recorder: Kathryn Lage