Minutes of the Faculty Meeting
May 7, 2009

Meeting Chair: Jennifer Knievel

Members Present: Anthes, Ascher, D’Avis, Dulock, Gerke, Graber (non-voting), Hayworth, Hicks, Hill, Holladay, Hollis, Jobe, Kellsey, Knievel, Larsen, Long, B. Losoff, Lundy, Maness, Martin, McDowell, Moeller, Rolla, Sinkinson, G. Wiersma (non-voting), J. Williams, S. Williams

I. Recruitment Update
(Knievel on behalf of Culshaw) One candidate for the Head of Engineering position has been interviewed and the other candidate’s interview has been scheduled. Three interviews have been scheduled for the Continuous Resources Cataloger position. The search committee received 95 applications for the Art Librarian position and 149 applications for the Social Sciences Librarian position. The close date for those searches is May 1.

II. Approval of Minutes
Approved as submitted

III. Unfinished Business None

IV. New Business
1. Proposed revisions to Faculty Handbook, sections IV.K.3 and V.D.13 regarding semester research leave for pre-tenured faculty.
(Kellsey) The Tenure Committee proposed a motion to amend Section IV.K.3 and V.D.13 of the handbook to allow more flexibility in scheduling tenure track faculty research leave. The proposed changes are below, in bold text:

SECTION IV.K.3
One-Semester Release from Librarianship for Tenure-Track Faculty

University Libraries faculty members at the rank of assistant professor are eligible to apply for a one-semester (4.5 months) release from librarianship responsibilities prior to undergoing comprehensive review... after their two-year reappointment and before the tenure review. While the Tenure Committee recommends taking the leave before the Comprehensive Review, in order to have time to prepare publications for that review, it recognizes that everyone’s research agenda and circumstances are different. It is up to the candidate to apply for this leave when it will best serve his or her needs. The research leave should be taken when the candidate has an active project that would benefit from concentrated time to collect data, organize findings, write, etc. Candidates are encouraged to discuss their proposed project with their mentors and/or the Tenure Committee before applying.

The intent of this release is to provide an individual on the tenure track with a sustained and uninterrupted block of time to concentrate on scholarly activities and strengthen a record of research, however, the Tenure Committee recognizes that other time arrangements may better suit individual candidates. The proposed time arrangement should be explained in the application. The candidate
should also consult with their supervising faculty director concerning timing of the leave with regard to the needs of the department, other faculty on leave, etc.

During the release period, the individual is expected to remain in residence on the Boulder campus and perform all other duties in accordance with the terms of appointment. This one-semester release is above and beyond the customary 24 days of annual research leave granted to all Libraries faculty members.

PROCEDURE:

1. Eligible assistant professors should complete the One Semester Release from Librarianship for Tenure-Track Faculty form (V.D.13) and obtain signatures of their immediate supervisor, department head, and Associate Director.

2. After signatures are obtained, the request form is forwarded to the chair of the Tenure Committee for review. The Tenure Committee may ask for clarification of any questions that arise.

3. The chair of the Tenure Committee will forward the application to the Dean for final approval.

4. Applicants who have difficulty arranging the timing of the release semester should notify the Chair of the Tenure Committee for guidance.

5. The purpose of the application process for the one-semester leave is to assist the candidate in articulating their research project and using the time to their best advantage. Application letters will not be used in any of the reviews.

SECTION V.D.13

University of Colorado at Boulder Libraries

One-Semester Release from Librarianship for Tenure-Track Faculty

Name of Applicant: Rank:

Requested dates of release (4.5 months total):

Start Date: End Date:

In submitting this application, I agree to abide by the policies and procedures relating to the one semester release from librarianship.

Applicant Signature: Date:

Immediate Supervisor: Date:

Department Head: Date:
Associate Director: Date:

Tenure Committee Chair: Date:

Dean: Date:

Attach a brief description of your research project, and an explanation of your time arrangement, if your request is for other than a single 4.5 month continuous block of time. (1 page or less)

There was no discussion and the motion was approved by unanimous decision.

V. Old Business  None

VI. Committee Reports

1. Boulder Faculty Assembly
   (Jobe) BFA voted on a motion regarding instructor tenure. The motion was originally introduced in the April meeting and discussed at great length by the BFA via email. In all, three amendments were added to the motion: (1) Amending the language from: …the Boulder Faculty Assembly endorses the implementation of instructor tenure… TO: …the Boulder Faculty Assembly endorses the concept of instructor tenure… (2) Amending the motion to form a committee that will draft related policies (3) Amending the motion to state that the policies should come back to the BFA for an up or down vote. The motion was defeated in a 24 to 14 vote. Next year, the BFA will form a committee to re-examine the issue.

   Two faculty members attempted to introduce a motion of no-confidence against President Benson for closing the Silver and Gold. The motion did not receive the requisite support from five faculty to call a special meeting and it died without a vote. Jobe received no comments on the matter from Libraries faculty, but would have voted against the motion, if it had come to a vote.

   Jobe will continue to communicate the work of the BFA, solicit feedback from the Libraries faculty, and vote in accordance with Libraries’ faculty consensus.

   Jobe has one more year in her term, after which the Libraries will need to conduct a special election to select a new BFA representative.

2. Faculty Personnel  None

3. Awards, Elections, Faculty Support
   (Rolla) The Ellsworth and Campbell awards will be announced next week at the service recognition celebration.

4. Promotion and Reappointment  None
5. **Tenure**  
(Kellsey) The Tenure Committee will meet with candidates for comprehensive review and tenure review on Tuesday, May 12th. The committee will meet with candidates for the transfer to tenure review on Tuesday, May 26th.

6. **Committee of Chairs** None

7. **Appeals Committee**  
(LoSoff) Appeals Committee received one appeal in the area of librarianship. The committee determined that the appeals process needs clarification and they will bring procedure revisions to the faculty this summer. Appeals Committee drafted grievance procedures and submitted them to John Culshaw for review.

8. **Other Library Committees**  
a. **Faculty/Staff Development**  
(Larsen) A demo on Encore will be held on Tuesday, May 12th. The second half of the Webinar on COUNTER and SUSHI will be held on Wednesday, May 13th. FSDC is planning to offer training on various Microsoft Office applications in the near future.

b. **Web Advisory Committee** None

c. **Library Advisory Board**  
(J. Williams) Library Advisory Board drafted a charge for the Libraries Green Task Group; the charge will be submitted to Council for review.

d. **Recruitment to the Profession**  
(Graber) The Recruitment Committee is planning field trips for students to area libraries. They are working on an assessment plan, including interviews. The committee will report assessment data to the administration.

e. **Assessment Committee**  
(Holladay) The future of the Assessment Committee is being discussed by Cabinet.

f. **Digital Projects Advisory Group**  
(Long) CMS is working on metadata for a collection of historic hats illustrations. The committee is returning to OAI implementation.

VII. **Administrative Reports**  
(J. Williams) Williams expressed potential concerns:  
- The Graduate Teacher Program (GTP) program may not fund their portion of the Libraries’ fellows program next year.
- The Libraries may not be able to provide the services initially envisioned for the Information Commons, unless the Libraries receives the requested student budget.
- The materials budget cut will amount to an even larger cut, if the Libraries does not receive inflation on the base.
The BFA Library committee seemed unfazed by the $395,000 cut to the materials budget, which will be spread across disciplines. This cut represents approximately 2% of the Libraries' budget, which is a smaller cut than some libraries are facing. Conversations are taking place with bibliographers and consortium partners.

The Program Review Panel report and Arts and Humanities survey called attention to the Libraries’ good work and advocated for additional funding for the Libraries.

Williams proposed archiving the Silver and Gold when that operation shuts down.

(Jobe) According to BFA discussion, an interim Provost will be named and a search for the permanent replacement may begin in the fall.

Williams recommended that the faculty invite the new Provost to learn about the Libraries.

Space planners are conducting an adjacency study in preparation for phase 2 of the renovation. Many of the projects slated for the second phase have already been accomplished. Projects under $2 million dollars do not need to be reviewed by the planning committee or the Regents.

VIII. Announcements

1. University Committees None
2. Other None

Meeting adjourned at 9:50 AM
Recorder: Holley Long