Minutes of the Faculty Meeting
September 3, 2009

Meeting Chair: Carol Krismann

Members Present: Alexander, Anthes, Brower, D’Avis, Dulock, Graber, Hayworth, Hicks (non-voting), Jobe, Kahn, Kellsey, Krismann, Larsen, Lage, Lindquist, Long, Losoff, B., Lundy, Mantz, Martin (non-voting), McDowell, Moeller, Morris, Sampsel, Tingle (non-voting), Wakimoto, Wiersma, G. (non-voting), Williams, J.

I. Approval of Minutes and Agenda
   Approved

II. Unfinished Business
      Appeals Committee presented numbering changes to the Appeals Committee Procedures regarding the insertion of the Grievance Procedures in Section V.C.8.
         • The faculty unanimously voted for the proposed numbering changes to Section V.C.8. with the addition of the Grievance Procedures.
         (See attached document).

III. New Business
    Welcome to new members:
    Meredith Kahn—Art & Architecture Librarian
    Natalia Tingle—part-time librarian in Business

IV. Committee Reports
   1. Faculty Personnel
      Gearing up for the Career Merit Evaluation. A letter describing the procedure will be forthcoming. The FPC expects to receive updated vita’s to complete the Career Merit process.
   2. Awards, Faculty Support None
   3. Promotion and Reappointment
      Three Reappointment cases going forward
   4. Tenure
      The Committee met with the Cabinet and Vice Chancellor Jeff Cox for a discussion regarding multiple measures for librarianship.
   5. Committee of Chairs None
   6. Appeals Committee None
   7. Other Library Committees
      a. Faculty/Staff Development
         • Tour of the Herbarium
         • Presentation on H1N1 flu conducted by a UCB campus representative.
         • Please send all program proposals to the FSDC members and Cheryl Koelling too since she schedules the programs.
b. **Web Advisory Committee** None

c. **Library Advisory Board**
   - The All Libraries Meeting is scheduled for November.
   - The LAB is expecting a report from the Green Task Force

d. **Recruitment to the Profession**
   - Funding has been received from the Friends for 3 Fellows in the spring. This will be the 6th round of applicants.
   - The Committee will try to match the applicant’s applications to the faculty.
   - There is no GTP support for the Fellows program this year.

e. **Assessment Committee** None

f. **Digital Projects Advisory Group**
   - CMS is working on the metadata for the Bent Hyde collection.

g. **Boulder Faculty Assembly**
   - First meeting was on September 3rd
   - Agenda of the meeting included a revision to the Administrator Evaluation process and discussion regarding the misinformation concerning H1N1.

V. **Announcements**
   1. **University Committees** None
   2. **Other** None

VI. **Administrative Reports**
   1. **Recruitment Update**
      - Faculty Director for Libraries Information Technology committee has met. The position description and announcement are nearly complete and hopefully will begin advertising next week.
      - The Engineering Research and Instruction Librarian committee is being formed and will meet soon.
   2. **Dean’s Report**
      - Faculty Welcome will be at the Benson Earth Sciences on September 24th
      - H1N1—the campus expects 25-35% absenteeism. If someone has H1N1 then everyone who shares the same living space should stay home. The Libraries Task Force on H1N1 is a developing sustainability plan for the impact of H1N1 on Libraries services. Campus faculty have been told to prepare their classes for the online environment and the Libraries may play a role in that development. No one is expected to come to work sick. Taking care of yourself is the first priority.
      - A Big Thank You to the Susan Anthes, Cheryl Koelling and Caroline Sinkinson for the Commons open house. 600 people had ice cream. A special walk-through with the Chancellor, the Provost and the Vice Chancellor for Administration was most successful—they were delighted with the Commons, the Research floor, and the Graduate Student space. They also wanted to visit Special Collections and Elizabeth gave them a tour. The Dean was able to make the case for the space at Fleming as he described the concern for Special Collections with two 50 gallon water tanks sitting above the collection.
      - Space is limited in Norlin and the whole building will be moving toward 24/7.
      - Planning for the next part of the retro-fit, Phase II, has begun. The Dean is seeking approval for 1.9 million dollars toward Phase II.
• The Dean is working with John Culshaw to move Access Services to the West Entrance. The glass wall be completely removed. The circulation desk will be moved back up to the West entrance where the desk was located originally in the 1940’s. The Dean would like this completed by the end of the semester. Also, using the Branches as a model, the Dean hopes to leverage our money by having Access Services staff act as security at the West Entrance once they move to the 2nd floor.
• The Dean will once again ask for library space in Fleming and if successful he will request one-time money to recondition Fleming for Special Collections, AMRC and maybe Archives.
• There is urgency for recruitment as the budget remains uncertain. Search committees must also be urgent in moving the search process along.
• The Boulder campus is slated for a 15 million dollar hit in 2011 which is a HUGE problem. President Benson has proposed that the campus start to make cuts and adjustments now rather than later.
• The Libraries are in the top 5 priority list for new lines on campus. The Learning Commons Librarian was voted as the #2 priority for the campus.
• The Dean has also requested staff positions: photo archivist, Commons staff, and desk-top delivery staff.

Discussion: The Libraries expects to hear complaints about being closed over the Labor Day weekend. We need to remind people that the Libraries are under pressure to control costs and closing for 3 days was one way for us to reduce costs. Please encourage patrons, who were upset with the 3-day closure, to take their complaints to their student groups and/or the campus Administration.

VII. Adjourn

Meeting adjourned at 10:37 am
Recorder: Barb Losoff