

Minutes of the Library Faculty Meeting
December 12, 2001

1. The minutes of the May 15, 2001 meeting were approved with one correction, the spelling of Bernard McTigue's name.

2. Director's Report - Chris Filstrup

Chris Filstrup stated the building's appearance has improved in the past year, but he has concerns regarding security. He has sent a proposal to the provost for \$35,000.00 for new door locks. The library budget can expect a 2% reduction this year and a 5% reduction next year. A \$400,000 inflation increase for books is in question. If this goes through, print will take a big hit. Due to the need for fundraising, there will be a sample test to get funds from Alumni, who do not donate to the University. The library must keep marketing its products and services. We need to focus on electronic services and to keep the library associated with all research aspects of the University.

3. Library Committee Reports:

- Executive Committee

David Allen reported that the committee has met once. The committee members are David Allen, chair, Dennis Andersen, Charles Simpson and Susan Werner, secretary. The committee needs one more member – anyone interested email David. We also need a Parliamentarian. A replacement is needed to fill Elaine's position on the Senate Standing Committee on University Affairs. David will inquire if a librarian should be included on the Committee on Rights and Obligations of Faculty. Elaine noted the Provost's website does not include any librarians on its faculty list. There was no motion to decide if committees should submit oral or email reports. The Executive Committee will decide this matter.

- Appointment & Promotion Committee

Nathan Baum reported that the committee has met twice. The committee members are David Allen, Amelia Salinero, Helene Volat, Min-Huei Lu and Janet Clark. Nathan Baum and Brigitte Howard are co-chairs. Nathan presented a proposal to formalize and define the A&P committee's role in mentoring junior library faculty. This produced numerous ideas; when the mentoring process should be initiated and should it be mandatory, and who should keep the records/files- Maryanne, the Personnel Officer or the junior librarian. How the members of the committee are selected-should the junior members nominate their own preference. Nathan will clarify and redraft this proposal and the A&P Committee will start the mentoring process now, in an informal manner.

- Library Services Committee –

Godlind Johnson reported that the committee has met once. The committee members are April Brazil and Godlind Johnson, co-chairs, Janet Clarke, Kristen Nyitray, Susan Werner and Linda Crawford. Godlind outlined the committee's ideas for this year; signs

and display cases need to be reviewed and updated, various brown bag events, tour of Specials Collections, book discussion group, film viewing at lunch, guest speakers, creating library floor plans and posting on the web and an ALEPH party. Chris suggested this committee become involved in having librarians present reports on conferences they attend.

Senate Committees - no report

Women's salary adjustments – Chris distributed a graph comparing salaries of men/women and years of experience, which illustrated no substantial discrepancies. Chris stated that after a case-by-case analysis, two people have been submitted for salary adjustments.

Faculty Salary Improvement Program- Chris has submitted two names for merit adjustments.

Sabbaticals

Chris expects sabbaticals to produce something tangible and significant. Janet commented on projects that are ongoing and allow for the unconventional and creative. Elaine commented on sabbaticals that fill in gaps in education. Dennis noted that we aren't aware of what people accomplish with their sabbaticals.

Faculty Responsibilities

Chris discussed faculty responsibilities, stressing professional development, scholarly requirements for promotion and tenure, and a librarian's responsibility to contribute to and to remain current with new developments in the library field.

The meeting was adjourned at 12:10 p.m.

Respectfully submitted,
Susan Werner