

SUMMARY

ALL-UNIVERSITY LIBRARY FACULTY COUNCIL

7 July 24, 1974

PRESENT: Richard Ardrey, Alma Connell, Elizabeth Egan, Pauline Farquhar, David Fenske, Barbara Halporn, Lois Heiser, Harold Shaffer, Sabina Sinclair; W. Carl Jackson, Carolyn A. Snyder, William Studer

Dean Jackson, as Presiding Officer, suggested that minutes of this Council could be recorded by his personal secretary. Agenda and minutes will be distributed in best possible manner for all librarians.

Meetings: The Council agreed to hold its meetings two weeks following the Bloomington and IUPUI faculty meetings; thus, the Council will meet on the fourth Wednesday of each month beginning at 1:00 p.m. This schedule was selected so as to allow time for distribution of agenda following the faculty meetings and prior to Council meetings. It was also agreed to by those present that meetings of this Council could be held at various campuses throughout the year.

Agenda: Agenda for meetings of this Council will be developed from matters discussed and suggested at faculty meetings and by referral from other councils. The Secretary of the All-University Library Faculty Council and secretaries of other councils will work together in developing agenda.

Election of Secretary: Lois Heiser volunteered to serve as Secretary of this Council.

Discussion of Council: The role of various committees as possibly having system-wide involvement was discussed. Of particular discussion was the Bloomington committee, Standards and Development Committee, and the possibility that it should perhaps be an all-university committee.

The Dean noted that most councils have a full slate of functions and a constituency, and the general concensus was that this group would serve as a collection body for issues/recommendations from individual councils and committees. All-University committees should respond to this Council.

The subgroup of the Bloomington Library Faculty Council formed to study committees should make referrals to this Council.

Dean Studer spoke of the need for this Council to write a counterpart to the Constitution and Bylaws, as recommended by the Committee on Committees.

It was proposed this be handled by ^Athe Constitution and ByLaws Committee. ^{this} matter was deferred to a later date when the council would have a FIRMER concept of its Role.

Discussion of Unified Loan Policy: Dean Jackson introduced a discussion of a unified loan policy which has been submitted from the Committee on Loan Policies. He questioned the appropriateness of discussing this document with this Council, as there is still some question as to general direction.

It was noted the problem of a unified loan policy was discussed some time ago with the University Library Committee, and the Library was advised at that time to do nothing to restrict privileges of faculty members unless something in turn could be given in way of additional service. Also, the Library was informed that one professional school wouldn't participate.

The Dean spoke of the merits of coordination in regard to a lending policy, but he noted the different situations at different campuses which will invoke exceptions to a unified code. For instance, the School of Medicine has unique problems and would probably have to be handled in a different manner.

The problem of collecting fines was mentioned, but enforcement of these must come with cooperation of Department Heads and School Deans. David Fenske spoke of censuring techniques which could be used, but noted

that collection of data is a problem for censuring.

Other unique situations not covered in the proposed code are how to deal with exceptional areas such as musical scores collections, Lilly Library, professional school libraries, etc.

Dean Studer noted that an addendum to the proposed lending policy is to come shortly from the Committee and suggested that any action regarding the proposal be delayed until receipt of the addendum. This was agreed to by those present.

The Council agreed that at the proper time, the proposed code would be distributed system-wide and a cover letter would be included for provision of comments/suggestions/criticisms. Mrs. Egan suggested a type of checklist to provide for different topics to be covered in evaluation of proposal.

Yearly Evaluations of Personnel: Dean Jackson noted a query has been received as to whether it is necessary to yearly evaluate those librarians who have attained tenure, and he noted it might be possible to drop this procedure for those who have reached "full ^{LIBRARIAN} library status and with tenure. However, he spoke of the benefits received from yearly evaluation in that it promotes necessary communication between supervisor and staff members and provides written documentation which is necessary for any personnel action. He noted he would like this topic to receive wider discussion. Mr. Fenske suggested an improved form which would distinguish between the success of an individual and the success of his function.

Budgetary Advisory Committee: Lois Heiser suggested a budget advisory committee be formed by this Council. The Dean responded that a system-wide budget is not made available to the Library, and unless amounts of all

budgets are known, an advisory committee could not be used. The mechanism is not available to even advise and relate all library expenditures.

Management Study of the Library: Dean Jackson spoke of the need to find someone to do a management study of the library and stated this could not be done with the existing staff under the present conditions. He commended the work and effort of Dean Studer. (MRAP)

Automation Advisory Committee: Now that Mr. Burgess is with the library and is becoming acquainted with the university, an automation advisory committee (system-wide) should be appointed in about two weeks.

The meeting was concluded with a statement from Pauline Farquhar of her endorsement of a "library system" -- her willingness to be a part of a system and to enjoy benefits from such an arrangement.

The meeting was adjourned with a reminder that the next Council meeting will be held the fourth Wednesday in August at 1:00 p.m. in the Library Administration Conference Room.

-- Margie Terrell, Recorder