

FACULTY SENATE

There will be a meeting of the Faculty Senate on Tuesday, September 24, 1974, at 2:00 P.M. in Room 101, Nursing Building.

A G E N D A

1. Call to Order
2. Approval of the Minutes
3. Special Order of the Day
 - A. Due Process Elections
 - B. Report on Appalachian Faculty Senate Meeting
 - C. Response to Mr. Donald Leggett, Director of Alumni Affairs and Foundations
4. Unfinished Business
5. Report of Committees
 - A. Library Committee Annual Report (See Attachment)
 - B. Committee on General College (See Attachment)
 - C. Progress Report from Ad Hoc Traffic Committee
 - D. Ad Hoc Screening Committee for Unit Codes and Operation (Attachment Will Follow)
6. New Business
 - A. Annual Report of Faculty Assembly

FACULTY SALARY

DEPARTMENTAL LIBRARY ALLOCATION FORMULA

Ninety percent of the portion of the library budget available for departmental allocations will be distributed by formula. In the formula an allocation factor is calculated first based on three additive terms. The first, and most important, term is the percentage of total student credit hours (Fall Quarter) delivered in each department or school. The second term is a weighted percentage of course offerings as listed in the catalog for each department or school. The weighting factors are 1.0, 1.5, and 2.0 with the humanities weighted more heavily than the physical sciences (for example). This second term has an overall weight of ten percent of the first term. The third additive term is based on the percentage of books ordered from foreign publishers. This is to provide some relief to those departments or schools who might be penalized by the Acquisitions Approval Plan (which deals with domestic outlets only). This third term has an overall weight of ten percent of the first term.

This allocation factor plus the average cost of books in each discipline plus the amount of money available are used to determine final allocations to each department or school.

In recognition that need is very difficult to quantify, the remaining ten percent will not be allocated by formula. The Allocation Subcommittee (Provost, Director of the Library, and Chairman of the Library Committee) will distribute the remaining ten percent taking into account new programs and expressed, justified needs of various departments.

ANNUAL REPORT OF THE LIBRARY COMMITTEE

- I. Date: 9 May 1974
To: Faculty Senate
From: James M. Joyce, Chairman, Library Committee

II. Membership of the Committee

| | |
|---------------------------|---------------------------|
| Lloyd Benjamin | -Art |
| James Joyce, Chairman | -Physics |
| Rosina Lao | -Psychology |
| Jean Lowry | -Geology |
| Nancy Mayberry, Secretary | -Foreign Languages |
| Douglas McReynolds | -English |
| Bodo Nischan | -History |
| Ralph Russell | -Librarian |
| Rodney Schmidt | -Music |
| Joe Stines | -Student |
| Melvin Williams | -Sociology & Anthropology |

III. Meetings of the Committee (including members absent)

Members Absent

| | |
|-------------------|---|
| 13 September 1973 | Jean Lowry |
| 2 October 1973 | |
| 16 October 1973 | |
| 13 November 1973 | |
| 8 January 1974 | Nancy Mayberry, Bodo Nischan, Lloyd Benjamin |
| 12 February 1974 | Rodney Schmidt |
| 12 March 1974 | Rodney Schmidt |
| 9 April 1974 | |
| 9 May 1974 | |

IV. Dates of Reports to the Faculty Senate

19 March 1974

V. Questions Discussed by the Committee During the Year

1. Dr. Ralph Russell, Director of the Library, proposed initiation of the Acquisitions Approval Plan. After a poll of the departments through their library representatives, the committee approved the plan on condition that it be evaluated and reviewed by the library staff in the summer and by this committee next year.
2. The departmental budget allocations were presented and adopted.

3. The Committee, aided by the work of a subcommittee chaired by Doug McReynolds, set up a formula-based plan for future determinations of departmental library budget allocations. A description of the plan is attached.
4. The Committee strongly recommended that Dr. Melvin Williams' Subcommittee on Budgetary Needs continue its work on documenting library needs possibly justifying increased funds for the library. This Subcommittee met an untimely end after meeting with Dr. Robert Williams of the UNC Administration. In that meeting it was made clear that the present 1-2-7 formula (one unit of funds for each undergraduate student, two units of funds for every masters student, and seven units of funds for every doctoral student) would be the established financing procedure and no additional grants or increased appropriations can be expected regardless of documentation of need.
5. Dr. Rodney Schmidt's Subcommittee to Study Library Computer Operations was left standing.
6. Dr. Carol Webber of the Mathematics Department was asked to represent the faculty on the library's committee studying the feasibility and desirability of converting to the Library of Congress cataloging system.
7. The Committee recommended that the policy of allocating budgets to the departments of the College of Arts and Sciences but with one budget to each of the various Schools be continued.
8. The Committee expressed strong approval for the Library's new Serials Acquisition Plan especially in regard to the procedures for acquiring back issues of periodicals.
9. A question was raised concerning the binding of periodicals. Some faculty felt that journals were being bound too quickly and were thus out of circulation at the time they were needed. Dr. Russell responded that prompt binding of journals was a method of preventing excessive losses of loose articles. The average length of time at the bindery is four weeks.
10. The Committee agreed that the participation of Joyner Library in a film borrowing program instituted by the State Library of North Carolina would be valuable.
11. The Committee felt that circulation of new issues of certain journals through departmental offices would be impractical at this time.

RECOMMENDATIONS OF THE GENERAL COLLEGE COMMITTEE

12. The Committee recommended that the library committee studying the feasibility and desirability of switching to a Library of Congress cataloging system keep all options open until general faculty opinions are heard.
13. The Committee accepted the Library Role Statement.
14. The Committee approved a resolution calling on the Library to reclassify and reorganize journals in the Current Periodicals Room.
15. The Committee discussed and expressed general agreement with the Library's Branch Library Policy Statement.

VI. Policy Recommendations Made by the Committee

1. The Committee recommended initiation of the Acquisitions Approval Plan to be reviewed by the library staff this summer (1974) and by this committee next year (1974-75).
2. The Committee approved a resolution calling on the Library to reclassify and reorganize journals in the Current Periodicals Room.

VII. Response to the Committee's Recommendations by the Appropriate Agencies

1. The Library initiated the Acquisitions Approval Plan and plans to review the plan in the summer, 1974.
2. The library staff at this time is discussing the recommendation to reclassify and reorganize journals in the Current Periodicals Room.

-2-

RECOMMENDATIONS OF THE GENERAL COLLEGE COMMITTEE

15. The Committee recommended that the library committee study the feasibility and desirability of switching the library's business library policy statement.

1. That on page 38 of the Faculty Manual at the end of the first paragraph under Faculty Load

the following statement be added: Academic

advising, including advising in the General College, may be considered part of a faculty

member's duties.

2. That on page 39 of the Faculty Manual the

heading Academic Counseling be changed to Academic Advising.

2. The Committee approved a resolution calling on the library to reclassify and reorganize journals in the Current Periodicals Room.

VII. Response to the Committee's Recommendations by the Appropriate Agencies

1. The library initiated the Adjustments Approval Plan and plans to review the plan in the summer, 1974.

2. The library staff at this time is discussing the recommendation to reclassify and reorganize journals in the Current Periodicals Room.