

**Librarians's Assembly, College of William & Mary
Minutes of General Meeting May 24, 2005, Earl Gregg Swem Library**

The general meeting was called to order by President Bettina Manzo at 10:10 a.m. in the Ground Floor Classroom of Swem Library. 22 librarians were present.

Stacy Gould introduced our **guest speaker, Anita Poston**, a member of the William & Mary Board of Visitors. Ms. Poston's introductory remarks congratulated us on the work we do, the completion of the renovation project, the rededication ceremony (which she attended) and the wonderful environment at Swem.

Ms. Poston spoke about the Board of Visitors, the membership of the Board, what they do, and their commitment to William & Mary.

The Code of Virginia sets the membership of the BOV governing body at 17 members, all appointed by the governor. Terms are for 4 years, with one additional term allowed (for an 8 year cap). There are 2 non voting representatives, one member of the faculty and 1 student. The non voting representatives participate fully, except for personnel matters. The Code of Virginia restricts the number of non-Virginia members to 4.

All current BOV members have some connection to the college; W&M college degrees, honorary degrees, children attending W&M now. Many have served on other college committees. Their sense of connection to the campus affects their work. Our Rector, Susan Magill is a wonderful leader and is only the 2nd woman to serve as rector.

The BOV carries out what state board dictates as policy but they also set policy at the campus level. Examples: Tuition is set and raised. The Charter bill builds on the premise of efficiency and flexibility at the college level. If you are planning on doing something significant on campus, you'll need to see the BOV. Their meetings are open to public, 4x a year, for 1.5-2 days per meeting. Some meetings may be closed. There are 10 standing committees, and some ad hocs. (i.e. Presidential search committee). Each member serves on 2-3 committees. To stay informed between meetings, each member receives packets of information, publications, etc. from Michael Fox. Ms. Poston particularly likes to look at the Flat Hat and the police reports included there.

Ms. Poston answered questions on the restructuring committee and the Charter Bill. She expects it will be 6 months before things are completed, perhaps by the end of this governor's term. Then changes will be seen on individual campuses. The Charter will make it quicker and easier to undertake capital projects.

Ms. Poston ended by thanking us for our commitment to W&M.

The business portion of the General Meeting began with introductions all around. President Manzo thanked Virginia Cherry and Richard Bland College for the refreshments and Executive Committee for their support.

The Minutes of last General Meeting were approved.

Reports of committees:

Salary

Katherine McKenzie

Salary information is posted on the Librarians' Assembly web page. URL:
<http://www.swem.wm.edu/libassembly/>

Data is gathered from the same peer institutions the faculty use for their comparisons. The ARL survey provides most of the data. The campus goal for faculty is the 60th percentile ...we are \$10,000+ below this level. For the data we have, only Wake Forest is lower than W&M. Note that we are highest in years of service. The chart showing percentile ranking comparison with faculty showed 6.5% librarians vs. 27% faculty.

Librarians Ranks

Alan Zoellner

Since last year's report, Provost Feiss sent a letter in response to our proposal. He commended our work as an excellent start on the project. His letter outlined 18 points in question. The Librarians Ranks Committee spent numerous hours responding to this letter and revising the proposal. Major areas of concern: procedures and processes, who is involved in approving this? (BOV, President, Faculty Assembly, Human Resources?) He voiced concern with having ranks for only Swem librarians; what about the other W&M libraries? He felt there would be due process problems if they are not included. The committee decided to proceed as Swem and then it should go on to rest of college. An opt out option was discussed but the committee is not sure if that is possible. There were questions about the financial benefits? This remains to be determined. Provost Feiss questioned the mechanisms of who serves on the committee, their role, the number of years on the committee. If the committee includes librarians outside of Swem, we would need to rewrite the proposal with the input of other librarians. Provost Feiss asked if all ranks are career ranks and what do you do with existing staff. How are they grandfathered in? He also questioned the appeals process.

The committee has made a number of changes in the document "College of William and Mary Libraries Policy on Librarian Ranks and Promotion". This is a draft document.

There have been 5 basic changes:

- introduction and salary tables are gone. Instead it is a document ready for posting to the web and can stand alone.
- revised description of ranks—The first rank is no longer a career rank.
- term of service increased from 1 to 2 years. This provides more continuity and consistency year to year. Getting started, there would be staggered terms.
- appeals expanded
- appendix added, 2 points were added to address the questions Provost Feiss raised. This is not a document that is intended to address tenure.

Discussion: The librarians questioned how this will help us with salaries? Non monetary reasons were discussed too, such as status in position; it allows accomplishment to be recognized. Ranks would make us a bit more like the teaching faculty and less like the Dean of Students staff (for example). Should SPAC have people outside of librarians reviewing librarians? The certainly could be writers of reference.

Swem librarians will hold a vote of support to see where this goes. Connie wants to know how we feel before going back to the Provost. This will need to go to the Provost, the President, and the Board of Visitors, but not Human Resources or the Faculty Assembly.

Virginia Cherry commented that Richard Bland College doesn't have a system of Ranks but their Provost would like them to have this.

POSC- Policy and Organizational Structure Committee

Carol McAllister

Bettina gave a brief history of this committee which is revived with Carol McAllister and Mary Molineux as co-chairs. The original committee report is on the web site, dated April 2002. The 'revived' committee members are Charlotte Brown, Kevin Butterfield, Carol McAllister, Mary Molineux, Susan Riggs and Deborah Vroman.

They checked committees from the original report. The yellow handout is an abbreviated list of committees; listing only those committees with relevance to Librarians.

It was noted that Shirley Aceto maintains the lists and also appoints members to committees (the campus wide committees).

It was reported that involvement in campus committee will increase our visibility, our outreach, and reinforce our other efforts. The handout shows committees ranked by importance to librarians. Look it over. The committee is looking for interest in participation in these committees. They want a commitment from us before indicating that librarians want to be on these committees. We could also attend and observe it we aren't members or eligible for membership. i.e. American studies...liaison..., Faculty Assembly. We could be formal or informal observers. This is an excellent way to make ourselves more visible and have a voice. Eventually, involvement would be good for listing in your dossier for Promotion and Ranks, if implemented.

Nominating committee:

Pat Van Zandt

Pat presented the following slate:

VP/President Elect: Mary Molineux

Secretary: Jennifer Sekula

Members at large: Kathryn Blue and Marilyn Lewis

The slate was accepted. Stacy Gould will be president next year.

Meeting was adjourned at 11:30 a.m.

Cathy Reed