

Librarians Assembly Meeting

Date: Tuesday, November 7, 2006

Location: Swem Library

Mary Molineux called the meeting to order at 10 am.

1. **Welcome to new members:** Mary introduced Bea Hardy, Director of the Special Collections Research Center from Swem, and Irene Handy, Public and Technical Services Librarian from Richard Bland.
2. **May 18, 2006 minutes:** Minutes from the previous Librarians Assembly meeting were approved.
3. **Proposed revision of the bylaws:** Proposals to revise the bylaws were drafted by Paul Hellyer, Jennifer Sekula and Deb Vroman. Paul and Deb reviewed five proposals with the assembly. Two of the five were approved.

Approved:

- Proposal I—Amend Article V of the bylaws to insure that a meeting of the Librarians Assembly is held during the Fall Semester.
- Proposal V—Create a new article (Article VI) specifically addressing the formation, dissolution and membership of committees. Renumber Article VI and Article VII accordingly.

Returned to Bylaws Committee:

Proposals II, III and IV all involved voting procedures and would have impacted Article V (Meetings), Article VII (Amendment of Bylaws) and Article IV (Officers, Duties, Terms of Office and Elections) respectively. Proposals included procedures for voting electronically. The Committee is to explore web-based voting instead of email-based voting, secret ballots and voting by proxy. Proposal IV contained provisions for creating staggered two-year terms for Members-at-Large; while that proposal in its entirety was not passed, there was support for that specific change.

4. **June 2006 member survey:** The Executive Committee polled the current 37 members of the Assembly in early June to assess member concerns and their willingness to work on various committees. Results indicate a very strong interest in the creation of policies and procedures specifically for Administrative & Professional (A&P) Faculty, librarian salaries and phased retirement options. Member interest impacted the formation and continuance of committees; the issue of faculty ranks has been deferred due to lack of widespread interest.
5. **Committees:**
 - a. **Salary committee:** New and current members include Katherine McKenzie, Hope Yelich, Alan Zoellner, Pat Van Zandt and Bea Hardy. Group discussion yielded these suggestions: share salary findings and suggestions with key administrators, increase visibility of low salaries by encouraging administrators to include librarian salaries in discussions of faculty salaries, suggest that the peer percentile ranking of librarians' salaries (approximately

20%) be more in line with that of faculty (approximately 60%), consider developing a salary proposal with long-term salary goals which may be more palatable to administrators, consider funding sources for salary increases, and review the literature. Berna Heyman indicated that The College of William and Mary would be conducting studies of internal equity of campus salaries; she also noted that these studies would not be limited to faculty salaries.

- b. Retirement committee:** The Committee, which consists of Virginia Cherry, Marilyn Lewis, Bettina Manzo and Alan Zoellner, was encouraged to research the subject and develop goals. Carol McAllister offered reading suggestions: feature article on librarian retirement in the November issue of *American Libraries* and David W. Leslie's book *New Ways to Phase into Retirement: Options for Faculty and Institutions*. Committee should review the effects of higher education restructuring and should also consider the impact of phased retirement on the organization in terms of remaining staff as well as how to recruit new personnel.
- c. Administrative and Professional Faculty committee:** This campus-wide initiative is still in development.
- d. Committee on Committees (formerly POSC):** Although LAEC had planned to disband this committee because of its emphasis on Swern staff only, it was agreed that this committee would remain a subset of the Executive Committee.

The meeting adjourned at 11:35 am.

Respectfully submitted,

Deborah Vroman