

**ULFO Meeting
November 16, 2005
UL 1116 9:30am**

Present: Fran Huehls, Kristi Palmer, Ed Gonzalez (Secretary), Stephen Towne, Karen Janke, Sally Neal (President), Jennifer Hehman, Jim Baldwin, Kathleen Hanna, Brenda Burk, Polly Boruff-Jones, Randi Stocker, Joe Harmon, Bill Orme, Dolores Hoyt, Mary Beth Minick, and David Lewis.

The meeting was called to order at 1:34 pm.

The agenda for the meeting was approved with no changes.

The minutes of the October 18, 2005, ULFO meeting were approved with no amendments.

Announcements. Jennifer Hehman reminded members that the Fac.IP subcommittee raised questions regarding software. She also mentioned Disaster Planning for University Library. Kathleen Hanna mentioned Katrina Hurricane relief efforts by libraries in particular the Music Library Association. Donations are being accepted. Also the CD's song root kit is damaging software. David Lewis announced Ms. Pat Steele to access electronic resources for specific projects singed off by the Dean. This is an academic appointment. This will occur in a week or two. He also addressed the "Proposed Changes to the Promotion and Tenure, and Annual Review Routing" document. Mary Beth Minick informed members that 95% government documents will be available electronically, and 80% of historical documents from 1975 will be converted to electronic format. This should be realized in one year. Kathleen Hanna states the Indiana State Library Catalog is accessible via IUCAT. Bill Orme updated members on status of OnCourse CL. Also, the Center for Teaching and Learning (CTL) plans workshops on use of Clickers. Enrollment is scheduled for January and February 2006. Sally Neal put in a plug for the ULFO/SLIS breakfast and holiday party. Please forward any insights or thoughts for the party to Sally. Look for CTL's spring offering of workshops. Sally was promoting a plagiarism workshop in BL.

Committee Reports.

Nominating Committee. Brenda Burk of the Promotion and Tenure Committee is soliciting questions with respect to mentoring. Also, the Guidance Counseling was approved.

New Business

Brenda Burk addressed issues concerning Annual Reviews, and Promotion & Tenure Dossiers. Members are required to use the electronic version of the Annual Review form.

The meeting adjourned at 2:24 pm.

Respectfully submitted by Edward González, ULFO Secretary.