

ULFO Meeting
May 13, 2004
UL1116 10:00 – 11:00pm

Present: Jim Baldwin, Polly Boruff-Jones, Todd Daniels-Howell, Emily Dill, Janet Feldmann, Ed Gonzalez, Vania Goodwin, Randall Halverson, Kathleen Hanna (Secretary), Joe Harmon, Jennifer Hehman, Dolores Hoyt, Fran Huehls, David Lewis, Mary Beth Minick, Ann O'Bryan, Bill Orme, Kevin Petsche (Chair), Mary Stanley, Sonja Staum, Randi Stocker, Stephen Towne

- I. The meeting was called to order at 10:00am.
- II. The March 10, 2004 meeting minutes were approved without corrections.
- III. Nominations Committee Report
 - a. Joe Harmon reported on behalf of the committee (Joe Harmon, Ann O'Bryan, Mary Stanley) that the ballots for various elected ULFO positions had been sent via email April 27, 2004 and returned by May 7, 2004. The names of those who volunteered for service on appointed committees were forwarded to Kevin Petsche. The following were elected for ULFO service:
 - ULFO Chair (2004/2005)—Karen Janke
 - ULFO Secretary (2004/2005)—Stephen Towne
 - ULFO Representatives to UL Budgetary Advisory Committee (2//4/05-2//5/06):
 - Jennifer Hehman
 - Randi Stocker
 - Primary Peer Review, Promotion and Tenure Committee (2004/05):
 - Robin Crumrin (Carry-over, Chair 2004/05)
 - Brenda Burk (Chair-Elect 2004/05, Chair 2005/06)
 - Tony Stamatoplos (Recorder)
 - Sonja Staum
 - Todd Daniels-Howell (1st alternate)
 - Mary Beth Minick (2nd alternate)
- IV. Responsibilities and Obligations of Librarians document
 - a. David Lewis presented this document, originally created January 1995 and requested that ULFO consider approving it. A brief background of the document and discussion followed. It was moved that ULFO request that David Lewis update the wording of the document and possibly clarify some vague language and then resubmit to ULFO for approval. Kevin Petsche advised that anyone with suggestions for rewording should email them to David Lewis, Karen Janke (as incoming ULFO Chair), and Kevin Petsche.

- V. Criteria for Excellence in Performance document
 - a. Vania Goodwin presented the background on the charge to the Criteria for Excellence in Performance Task Force. The Task Force focused on campus documents concerning excellence as well as the IU system Promotion & Tenure documentation on excellence as their primary models. Since no one had had enough time to fully read the document, a brief discussion followed concerning its general structure and purpose. Kevin Petsche asked the Task Force to clarify a section (page 5) of the document and resubmit it to ULFO. He further suggested that the document be discussed in Teams and feedback be sent to him by one team representative no later than July 1, 2004
- VI. Presentation by Becky Sutherland: “You Mean They Won’t Reimburse Me for the Pay-Per-View Charges?”
 - i. Becky distributed documents outlining procedures for in- and out-of-state travel and reimbursement.
- VII. The Meeting was adjourned at 11:10am.
- VIII. A MetaSearch federated search engine demonstration was conducted by Mary Beth Minick in the Lilly Auditorium following the meeting and concluded at noon.

Respectfully submitted,
Kathleen A. Hanna