

REPORT ON CONTRACTS, SALARIES AND EVALUATION FOR
LIBRARIANS WITH FACULTY MEMBERSHIP

The policy on Faculty Membership (EAC 174-112-840-845) establishes the guidelines and procedures for college employees to apply and be appointed as a "member of the faculty."

The policy on Salary Guidelines for Members of the Faculty and for certain Counselors and Librarians (EAC 174-112-550) extends the faculty salary schedule specifically to two categories of exempt employees. This policy states: "The purpose of this plan is to provide a set of guidelines for determining salaries of members of the faculty, and of professional counselors and professional librarians who have been accepted as members of the faculty." Since these two categories of exempt employees have been singled out to be included on the faculty salary schedule, it seems fair to establish an evaluation procedure for them that may be (is) different than the procedures established for classified employees accepted as members of the faculty. The Joint Faculty Handbook/Faculty Status DTF has so far agree on procedures for professional librarians.

It was the intent of the Faculty Membership DTF to establish an appointment procedure for current Evergreen employees applying for faculty membership, a procedure that would adhere in all ways to the Faculty Recruitment and Appointment Process (Faculty Handbook: 4.1000).

Discussion at several meetings, for example, revolved around the fact that on-campus applicants should be judged on the seven criteria for appointment that are at the beginning of section 4.100. Though it does not appear to be clearly stated in this section (i.e., 4.100), the DTF assumed these appointments would be for the regular three-year contract. The DTF did not foresee, however, that extending the policy on Faculty Evaluation (4.400) and the policy on Reappointment and Non-reappointment (4.500) to these appointees would pose the questions that have now been raised.

The DTF believes that the evaluation procedure for librarians and counselors should adhere to these sections of the Faculty Handbook (4.100, 4.400 and 4.500) as closely as possible. The only items that should be altered for these appointees are the specifics regarding the kinds of teaching that librarians and counselors will be evaluated on when they are not in one of the three traditional modes.

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It is the conclusion of the Faculty Handbook/Faculty Status DTF that for professional librarians appointed to faculty membership:

1. All appointments shall be for a three-year contract covering three quarters of the academic year.
2. Those appointees shall be paid according to the regular faculty salary schedule.
3. Reappointment decisions will be guided by each of the following:
 - a. Demonstration of ability to teach library skills within the Library and willingness and ability to teach in both Coordinated Studies and Contracted Studies as the skills of a librarian are required for these modes of study.
 - b. Adherence to a faculty team agreement or covenant, where applicable.
 - c. The keeping of a faculty portfolio and participating in annual faculty-library dean evaluations as defined in the section on faculty evaluation. Where librarians teach full-time in Coordinated Studies or Contracted Studies, they shall also be evaluated by the appropriate academic dean.
 - d. Participation in Coordinated Studies faculty seminars, where applicable.
 - e. Demonstration of skills in interdisciplinary teaching within the library and willingness and ability to serve in Coordinated Studies or Contracted Studies for one specific discipline other than library science.
 - f. Participation in TESC activities, in addition to teaching, such as disappearing task forces (DTF's), community days, sounding board.
 - g. The completion of student credit reports and student evaluations in a timely fashion in accordance with current academic policies.
 - h. Demonstration of ability to select and manage library resources effectively and efficiently.
4. The Library Dean working with the librarians will develop an evaluation procedure for implementing these criterion. This procedure will adapt the Faculty Evaluation process described in the Faculty Handbook 4.400 for librarians.