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**MIAMI UNIVERSITY LIBRARIES  
MEMORANDUM**

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**TO:** ALL LIBRARIANS  
**FROM:** LIBRARY PERSONNEL COMMITTEE,  
SUSAN HOCKER, CHAIR  
BELINDA BARR  
JOE PHILLIPS  
JANET STUCKEY  
SCOTT VAN DAM  
**SUBJECT:** DRAFT GOVERNANCE DOCUMENT  
**DATE:** MARCH 6, 2000

The latest draft of a revised governance document for the libraries is now available on the Staff Page of MiamiLINK under Personnel Committee in PDF format. This document has been compiled from the promotion and tenure document prepared by the previous Personnel Committee in 1994 and approved by the library faculty. None of the criteria previously approved have been substantially changed. Since the Provost has requested that all Departments review and revise their Governance Documents to comply with last year's revision of MUPIM (Miami University Policy and Information Manual) it seemed sensible to include the promotion criteria as a part of the Governance Document instead of as a separate entity. It has been compared to MUPIM and, as far as we are aware, there are no conflicts.

For the information of faculty hired since 1994, the Libraries have been trying to include the possibility of continuing contract for all professional staff and the capability for promotion in the personnel plan for a long time. Previously we attempted this in a separate document submitted to the last Provost. At its February 1969 meeting, the Board of Trustees of Miami University granted academic rank and full membership to the University Senate to all librarians. This meant that librarians might participate in University Governance. When the Faculty Assembly was created in the 1980's only faculty with the rank of Assistant Professor or higher were eligible to participate in the Faculty assembly or serve on the Senate. Librarians were given 'positional rank', with no opportunities for promotion unless you obtain a doctorate, or are a department head or higher. This document would address this inequity.

Please read the new document carefully, compare it to the previous documents and come to the library faculty meeting on April 3, 2000 where the Dean and the Personnel Committee will answer questions and address your concerns. Previous Governance Documents (1978 Governance Statement; the 1994 Draft Personnel Policy and Procedure for Professional Staff) and Miami University Policy and Information Manual (MUPIM) may be found on the MiamiLINK Staff Page under Personnel Committee.

Once this document has been discussed, and if needed, revised, all permanent, full time librarians will be asked to vote on acceptance of the document. If approved it will then be submitted to the Provost and University Administration for approval.

If possible please submit your questions in advance to any committee member or use the form found on the Personnel Page in MiamiLINK.