

5.E Librarians, Archivists, and Curators

5.E.1 Librarians

Librarians at the University of Michigan hold academic appointments and are part of the faculty of the University ([Chapter VI. Schools and Colleges: Program Definitions](#) bylaw 5.01).

In recognition of the changing intellectual and technical information environment, libraries and archives are no longer viewed as only the physical repositories of knowledge but have evolved into intellectual learning centers. Librarians therefore have important educational, research, and service roles at the University. They provide bibliographic access and information services needed to support the programs of the University and to maintain the University's libraries as a resource; sustain an active interest in developments in librarianship; participate in appropriate professional meetings; and serve on library, University, and professional association committees. See handbook section [3.K "University of Michigan Libraries and Museums \(Ann Arbor Campus\)](#) for an overview of libraries and section [21.L "Libraries."](#)

On the Ann Arbor campus, the appointment of librarians in the University library is handled through the University Library Office of Human Resources. The supervisor interviews applicants and recommends appointment, subject to the approval of the department head, the appropriate deputy or assistant director or manager and the University Librarian and Dean of the Libraries. Similar appointment procedures are followed within the administrative structure of other independent libraries on the Ann Arbor campus.

Librarians are classified as:

- librarian
- senior associate librarian
- associate librarian
- assistant librarian

Classification of librarian positions in the four basic ranks is determined in the University library and the Law Library through classification committees which make recommendations to their respective directors. In the Business Administration Library, the classification committee makes recommendations in consultation with the dean. The classification of librarian positions in other independent libraries and units on the Ann Arbor campus is done by the University Library Classification Evaluation Committee. Through these processes, all new positions in the respective units are evaluated to determine the appropriate classification and to review positions periodically for possible reclassification.

Some administrative positions, such as university librarian and dean of libraries, are outside this classification scheme and are appointed by and report to the Office of the Provost.

5.E.2 Archivists

Archivists within the University of Michigan hold academic appointments and are part of the faculty of the University ([Chapter VI. Schools and Colleges: Program Definitions](#) bylaw 5.01). Because of the changing intellectual and technical information environment, archives are no longer viewed as only the physical repositories of research materials but have evolved into intellectual learning centers. Archivists

therefore perform a number of functions at the University, including educational, research and service roles. They provide research resources to students and faculty (as well as to the broader scholarly public), introduce users to the process of archive-based research, sustain an active interest in developments in related professional organizations, and serve on appropriate University and professional association committees.

Archivists are classified as:

- archivist
- associate archivist
- assistant archivist

Classification of positions in the three basic ranks is determined by the appropriate archival unit and University Human Resources. Because the Bentley Historical Library has the greatest number of archivists of any unit on the campus, its classification scheme is taken as a model. New positions within the archival ranks are usually defined in conjunction with the interested unit, the Bentley Library, and University Human Resources. Some administrative positions such as director of the Bentley Historical Library, fall outside the classification scheme and are appointed by and report to the Office of the Provost.

5.E.3 Curators

Curators within the University of Michigan hold academic appointments and are part of the faculty of the University ([Chapter VI. Schools and Colleges: Program Definitions](#) bylaw 5.01). Though sometimes separately administered, the collections of the University are seen as an integral part of the academic mission of specific units on the campus, in education, research, and service. They provide materials considered integral to teaching and research. Curators convey a knowledge of specific collections that is essential to the processes by which these materials can be used. Curators sustain an active interest in developments in their respective professional roles. They participate in appropriate professional meetings and serve on University and professional associations.

Curators are classified as:

- curator
- associate curator
- assistant curator

Classification of positions in the three basic ranks is determined by the particular unit in consultation with University Human Resources. Recommendations are made to the particular unit head or chair. In the cases of academic units, a dean may be involved. New positions are determined by a similar set of consultations. Some administrative positions, such as director of the Museum of Art, are outside this classification scheme and report to the Office of the Provost.

5.E.4 Promotions of Librarians, Archivists, and Curators

Promotion may be obtained by transferring to a position classified at a higher level or after a period of years of meritorious service in the same position. Specific procedures for promotion may vary among the units. Librarians, archivists, and curators should consult their immediate supervisors for more

information.