

**ACADEMIC ASSEMBLY OF LIBRARIANS  
GENERAL ASSEMBLY  
AGENDA  
Tuesday, March 12, 2019  
2:00 PM  
Paley Library Lecture Hall**

Attending: Rachel Appel, Steven Bell, Brian Boling, Olivia Given Castello, Carla Davis Cunningham, Will Dean, Andrew Diamond, Kristina DeVoe, Matt Ducmanas, Leanne Finnigan, Gabe Galson, Andrea Goldstein (chair), Tom Ipri, Jill Luedke, Jessica Lydon, Noa Kaumeheiwa, Karen Kohn, Molly Larkin, Joe Lucia (ex officio), Vitalina Nova, Stefanie Ramsay (recording), Julie Randolph, Katy Rawdon, Fred Rowland, Brian Schoolar, Cynthia Schwarz, Adam Shambaugh, Matt Shoemaker, Margery Sly, Gretchen Sneff, Katy Rawdon, Jackie Sipes, Holly Tomren, Emily Toner, Kim Tully, Nancy Turner

1. Approval of Minutes of the January General Assembly meeting
   1. Approved.
2. Strategic Steering Teams Updates.
   1. Introduction by Nancy Turner.
      1. SST began in October 2017 with 2 groups, now have 5 groups. Created to put more staff resources into what the library has identified as areas of strategic importance.
      2. Some characteristics: cross-functional, collaborative, output is team-based, transparent (each committee has a page in Confluence which include projects, documentation, minutes), flat (no team lead, Nancy works as “Coach” to each team), each team has autonomy (develop their own charge that brings team together).
      3. Each team is based in environmental scan on what is happening at other libraries and what is needed internally. In continuous beta. Reviewing the structure of the groups and what could be improved.
   2. [Scholarly Communication](https://tulibdev.atlassian.net/wiki/spaces/SCSST/overview), (E. Toner)
      1. Presenting in lieu of Annie Johnson.
      2. Team members: Rachel Appel, Annie Johnson, Kristina DeVoe, Urooj Nizami, Lauri Fennell, Stephanie Roth.
      3. Activities: Since late Fall, focusing on outreach. Public domain party in January, Fair Use Week tabling, ORCID sign-ups across campus, providing support to subject librarians. Put together guidelines and suggestions for how ScholComm could be put into subject librarian work. Session on open educational resources. Incorporating ScholComm work into instruction. Want to create opportunities for collaboration and participation across library.
      4. Members of the team are also involved in development of Institutional Repository.
      5. Last Fall authored report on Open, which looked at landscape of how we are currently supporting open access/open source initiatives, in collaboration with collections group.
      6. Currently planning new goals, looking at various emerging trends in ScholComm.
   3. [Research Data Services](https://tulibdev.atlassian.net/wiki/spaces/RDSSST/overview), (G. Sneff)
      1. Team members: Fred Rowland, Matt Shoemaker, Will Dean.
      2. Instruction: programs in DSC, HSL, Paley. Love Data Week (two weeks of events at HSL), popular workshops on RedCap (clinical research data capturing tool), R, Tableau, using statistical analysis in clinical research. Average of 11 people at each event. Doubled events from last year.
      3. Upcoming workshops coming up on using APIs for scholarly research, OSF, RDM.
      4. Workshops have led to student meetings and consultations with researchers.
      5. Also addressing competencies needed for staff: designing program for support for development of library skillsets in data management, looking for ways staff can hold data conversations with faculty across subject areas or point them to the right resources. Looking into doing bootcamp style training session for liaison work across areas.
      6. Data Grants: started last summer. worked to promote ideas that people can submit applications for purchase of datasets that the library would then make available to researcher and to library community. Got 4 submissions in the fall, did not get any that fit criteria (some were too expensive).
      7. Data management tools: DMP provides template for writing data management plan, required by researchers when writing grant proposals. Working to provide temple-specific related policies and procedures within the tool to help researchers.
      8. Rolling out OSF to campus this spring. Collaborative tool across campus and connects to other schools using program. Work also includes Jenny Pierce and Stephanie Roth from HSL.
      9. Some members also working on the Institutional Repository, interest in focusing on issues related to data storage and retrieval.
      10. Interested to hear if there are data-related questions or concerns from faculty that we can bring to group, or if there are other skills/tools that they should know about. Email: [tul-rds@temple.edu](mailto:tul-rds@temple.edu).
   4. [Outreach and Communication](https://tulibdev.atlassian.net/wiki/spaces/LPC/pages/496369668/Outreach+Communications+Strategic+Steering+Team), (K. Tully)
      1. Presenting in lieu of Sara Wilson.
      2. Team members: Serkaddis Alemayehu, Jill Luedke, Rachel Cox, Kathy Lehman, John Pyle.
      3. AMA series: 2 successful AMAs on Slack. Sara Wilson has distributed information on how to follow if you are not in Slack. One on Collections move (John Oram and Justin Hill), SCRC move (Josue Hurtado and Margery Sly). Next one is tomorrow (3/13), Joe Lucia and David Lacy answering questions on space and technology in Charles.
      4. Working on communications toolkit: creating social media guide, programming and event planning checklist, logos for use in presentations.
      5. Rachel Cox sent link to internal document for gathering questions about move.
   5. [Collections Strategy](https://tulibdev.atlassian.net/wiki/spaces/LPC/pages/496599047/Collections+Strategy+Steering+Team), (B. Schoolar)
      1. Team members: Brian Boling, Olivia Given Castillo, Justin Hill, Karen Kohn, Barbara Kuchan, Holly Tomren, Margery Sly.
      2. Did a scoping exercise to determine what collection scope entails. Considered collection policy, budget and priorities, space mgmt, organizational models and workflows for selection, communication, resource sharing partnerships, shared print agreements, metadata guidance, usability, discoverability, preservation, special collections.
      3. Prioritized and grouped into: Collection Building, Stewardship, Discovery, Communication.
      4. Collection development policy put together and waiting for final approval/adoption.
      5. Budget strategy and priorities:
         1. Elsevier contract changed, renegotiated which resulted in significant savings.
         2. Springer e-book package provider: backed out of e-book deal and initiate new purchase on-demand program to save money. Look for formal announcement soon. E-book plan could be expanded to be a larger purchase on demand program.
         3. Shared Print Agreement signed with HathiTrust where Temple is agreeing to maintain, for at least 25 years, 25,000 titles in our collection. Committing to retain on behalf of HathiTrust and these titles can be lent to other schools.
   6. [Learning and Student Success](https://tulibdev.atlassian.net/wiki/spaces/LPC/pages/905052371/Learning+and+Student+Success), (T. Ipri)
      1. Team members: Caitlin Shanley, Sarah Jones, Josue Hurtado, Courtney Eger (HSL), Darla Himeles (Director of Writing Center).
      2. Working on charge, looking to support people who do instruction.
      3. Conducting interviews for environmental scan.
         1. Sat in on LRS Subject Librarian meetings to facilitate questions with those groups doing instruction.
         2. Meeting with SCRC and other groups to do any kind of instruction to get complete picture of what is happening in library currently.
      4. Questions: where does teaching take place? Where do they find support for their teaching? How do people keep up with new developments? What is something you’ve always wanted to do but haven’t had the time? Also seeking ideas on how people perceive this team to get feedback on how this team can help them.
3. Dean’s report, (Lucia)
   1. Success of SST groups show group intelligence and engagement that is being applied to areas that are of importance to the library.
   2. Elsevier updates: UC system, Country of Norway canceling subscription. Temple made decision last year to create new context for our contract with Elsevier. Joe was contacted by SPARC for profile on our approach (forthcoming).
   3. Short Edition entry period closed last week. Received over 100 entries. Will have a machine in student center, one in Charles (more details to come).
   4. Charles update:
      1. Did not get temporary occupancy certificate for loading ASRS in May, so will have less access to load ASRS during first 1-2 months of move.
      2. AMA tomorrow will have more details on technology and furnishing in new building.
      3. Construction moving along, spaces are defined. Two instructions paces are in close proximity to writing center which can lead to increased collaboration.
      4. SCRC area is mostly finished. Classroom space is large and looks great.
4. Introductions of new librarians
   1. Vitalina Nova, Education and Community Engagement Librarian (O. Castello)
      1. Started on February 4th in Social Sciences unit, will serve as Liaison Librarian to College of Education, working with other college librarians and TAUP staff on initiatives regarding community engagement. Comes from University of Iowa Library.
   2. Julie Randolph, Reference Librarian, Law Library (N. Kaumeheiwa)
      1. Comes from NYU Law, MLIS from Drexel, worked in Center City firms. Worked in art conservation previously. Will be supporting faculty services and public services.
5. Proposed changes to Annual Report and Merit Process, presentation and discussion, (R. Appel)
   1. Matt Ducmanas and Rachel Appel sent memo to steering committee with comments and recommendations for improving Merit process. Rachel led task force in writing up [proposal](https://drive.google.com/open?id=0B5ShoeTO9NxrMC1zelczNGxBN004a1kxS3AxZHQ5UTBDS2tJ). GA will review and vote on at a later time after discussions with Richie.
   2. Task force included Rachel Appel, Sarah Jones, Kristina DeVoe.
   3. Proposal includes five recommendations:
      1. Annual Report/Merit redundancies: propose extending annual report page count to 10 pages. Criteria for annual report will be combined with criteria for merit (can view on AAL website). Applicants will then submit 2 page cover letter/roadmap that tells committee where to look for important material that makes them worthy of merit this year.
      2. Committee decision letter to merit applicant guidance: guidance for how committee can form letter to give feedback with page requirement. Helps the committee review applications too.
      3. Nomination form: current form gets conflated with supervisor form. Include language that says it should only be used if nominating someone who is not yourself. TAUP language would have to be modified but Fred said it was fine.
      4. Merit Committee formation: 21 applicants this year. When committee is being formed, it should be known how many applicants there are this year. Depending on number of applicants, can decide to add one more committee member. Based on need but not a firm number. Language would have to be modified in contract. TAUP language would have to be modified but Fred said it was fine.
      5. Online application guidance: this year we submitted application online. Could use standardization such as file naming normalization, all forms will be linked to in letter, confirming all materials be submitted.
   4. Voting will take place in May.
   5. Comments: would be good to hear from Merit Committee about how the online application went compared to previous years, and maybe this could be applied to other processes such as PARA. Matt Ducmanas felt that online applications made it much easier to fit in review of applications, could review concurrently. Leanne Finnigan said as a submitter, an online application was easier because you could more easily link supporting documents and integrate them into the narrative.
6. Old business
   1. None.
7. New business
   1. None.

Adjourned 3:00pm.

AG 3/13/19

JL 3/13/19