

**ACADEMIC ASSEMBLY OF LIBRARIANS**

**STEERING COMMITTEE**

**TUESDAY, November 20, 2018**

**2:00 PM**

**PALEY LIBRARY, ROOM 309**

**MINUTES**

Attending: Kim Tully, Brian Boling, Joe Lucia (ex oficio), Katy Rawdon, Stefanie Ramsay (recording secretary), Andrea Goldstein (chair)

Not attending: Jasmine Clark

1. Approve Minutes of October Steering Committee Meeting
   1. Minutes approved.
2. Dean’s report
   1. Involved in conversations around nuts & bolts of move.
   2. Alerted Provost of plans to close Paley at the end of the spring semester. Making sure to announce plans widely.
   3. Still actively fundraising.
   4. Construction of building is on schedule. Paving work around the building will have to happen after our move. Construction will most likely remain after we move.
   5. ASRS itself is on schedule. Special Collections racking system is completed. Could coordinate a viewing of the system with Margery.
   6. After Paley closes, Tuttleman desk will remain open. ILL will remain open. Rely on EZ-Borrow/walk-in to Penn for getting books.
   7. All Staff Meeting-- hope to WebEx the meeting for people who are not able to go. Will have moving working group reporting out on what they are working on, what they will continue to work on, address concerns.
3. Old business
   1. [AAL on Confluence](https://tulibdev.atlassian.net/wiki/spaces/AAL/overview)
      1. Andrea will continue to add information to the site (membership lists, Committee information, goals).
      2. Can add minutes to the Confluence page.
      3. Team will review Confluence page and update information.
4. New business
   1. Discuss possible meeting sites during move
      1. Lecture Hall will close in February. Alternate locations to consider for March/May meetings: Ambler, DSC Conference Room, Advising Room Center.
   2. Merit committee proposals
      1. Review proposal put forth by Merit Committee (saved to AAL Drive in folder labeled “Merit”). We won’t be deciding on their proposals but will discuss how to proceed.
      2. Merit Committee recommended a task force to be convened to address Annual Report and Merit together.
         1. Would like to form task force.
         2. Membership (3 members): ask who from Merit Committee would be interested. Also recommended Kristina DeVoe.
         3. Looking for membership with diverse opinions on the subject.
         4. Would need to vote on proposals through AAL.
      3. Key points: avoid duplicative work; most critical piece of information from Merit cycle is level of support that committee recommends for the applicant (though Joe does read whole applications); new task force should submit proposals ahead of next Merit cycle.

JL 11/26/18

AG 11/28/18