

**ACADEMIC ASSEMBLY OF LIBRARIANS**

**STEERING COMMITTEE**

**TUESDAY, December 18, 2018**

**2:00 PM, Paley Library, Room 309**

**MINUTES**

Attending: Brian Boling, Kim Tully, Rick Lezenby, Katy Rawdon, Joe Lucia (ex officio), Jasmine Clark, Andrea Goldstein (chair), Stefanie Ramsay (recording)

1. Approve Minutes of November Steering Committee Meeting
	1. Approved.
2. Report from PARA chair, (R. Lezenby)
	1. 10 staff members who are eligible for action for 2018/19 PARA cycle.
	2. All candidates have been notified of deadline to express intention to apply for reappointment. Deadline to state intent is January 4, 2019.
	3. There is no language to evaluate one-year contract.
		1. We can use language from previous two-year contract. Changed term limit from one to two-year contract, but criteria did not change.
3. Dean’s report
	1. Close to concluding new licensing arrangement with Elsevier.
		1. Will retain 90% of high-use journals and will save us money.
		2. This information is shared with Provost’s office and will informally be shared at Dean’s Council Meeting, 12/19/2018. Will not send out official communication until January 2019.
	2. Purchasing new equipment for DSC in Charles Library, spare parts for ASRS.
	3. Unsure of labor requirements for filling ASRS. Setting aside funds for potential additional labor that could be required.
	4. Continuing active fundraising with potential donors.
4. Old business
5. Merit working group
	1. Members: Rachel Appel, Erin Finnerty, Kristina DeVoe.
	2. Working toward sharing more in Spring 2019.
6. AAL representative on Staff Recognition Award Committee
	1. Appointed Gabe Galson as AAL representative.
7. AAL Continuing Education & Diversity and Inclusion turnout at events have been disappointing and would like to see more engagement.
	1. Trainings are applicable to our work as a whole. Ongoing training needed, not just in response to crisis moments. How do we get more turnout?
		1. Should some events be required?
	2. Interested in exploring diversity training for search committees. See a need for this in regard to comments heard while on search committees. Important to show practical applications of these trainings to staff day-to-day job responsibilities.
8. New business
9. Agenda for the General Assembly Meeting for January 8th
	1. Approve Minutes of November Steering Committee Meeting
	2. Dean’s report, (Lucia)
	3. Report from Faculty Senate Representative, (Hurtado)
	4. Old business
	5. New business

Adjourned 2:45pm

Ag 01/14/19.

JL 1/15/19