



**Academic Assembly Of Librarians
Steering Committee
Tuesday, September 15, 2020
2:00 PM
Zoom: <https://temple.zoom.us/j/93914634279>**

Attendees

Erin Finnerty, Leanne Finnigan (chair), Joe Lucia, Sarah Jones, Vitalina Nova (guest), Caitlin Shanley (recording), Emily Toner

Agenda

1. Approve Minutes of [August Steering Committee Meeting](#)
 - a. Approved.
2. Report from Dean of Libraries (Lucia)
 - a. Monitoring occupancy levels in buildings in order to make a decision about hours for the duration of the semester.
 - i. Students are in building until closing, so it seems unlikely that we will limit hours.
 - ii. This will obviously affect staffing.
 - b. Watching budget
 - i. Potential for additional reductions later in the year
 - ii. Trying to hold funds wherever possible

- iii. \$1.7-1.8 million in reserve from Digital Content Fee account, has been carried over from last few years and not spent, separate from this year's revenue
 - 1. Hopefully will serve as an "insurance policy" to avoid cuts to collections
 - 2. No plans to change acquisitions policies for the year
- c. University strategic planning
 - i. Nancy Turner will represent TUL
 - ii. Joe advocating for a second representative from TU Press
 - iii. Working with Mary Rose on a position paper about the Press and the social commitments of the university
 - 1. Works from Press focus on social equity/justice issues
 - 2. One of the first presses to explore labor studies, ethnic studies
 - 3. Moving conversation from economic concerns to social justice concerns
 - iv. How do we do strategic planning while still in COVID limbo? How will we feel about many different things when we return to campus?
- d. Presidential search committee announced
 - i. Primarily comprised of Trustees, plus two faculty members and one student
 - ii. Perhaps there will be opportunities for wider participation down the road during the search

- e. Q: What is the status of the hiring freeze, considering several recent job transitions?
 - i. Odds of getting exceptions to hire for these positions are low
 - ii. Most exceptions so far at University are based on level of support for online learning
 - 1. LLC may consider putting in an exception for a position in digitization
 - iii. Hopefully open positions will insulate us against furloughs
- 3. Report from Continuing Education Committee (Nova)
 - a. Special election just appointed new member
 - b. Doodle poll is out to schedule first meeting
 - c. Vitalina is bringing some ideas, but will leave it to the group to determine the committee's direction
 - d. Two scheduled programs last year were canceled (Art Therapy and something around fostering a culture of appreciation, in collaboration with the D&I Committee)
 - e. Planning to pitch a program on effective communication to the group
 - i. Attended a program on giving/receiving feedback that might provide valuable inspiration

4. L3 to L4 promotion criteria revisions; next steps (Finnerty)

a. Dean's revisions:

https://docs.google.com/document/d/1dCPjzfcMvEpYZHqCl_4Q-uMskP8LhRHhzfNH1LlZSQ/edit

b. In phase of reviewing and responding to Dean's revisions, to be done in tandem with ad-hoc committee that wrote the revisions

c. Erin will identify a meeting time for all members

i. Meeting will determine workflow for determining and writing response

d. Send back to LLC by October 18

i. Joe suggests we may be able to push this timeline back, as LLC will likely not need two months to review the document again

ii. New timeline to be determined in first combined group meeting

e. Document to be finalized by December 17 (as per a side letter in the TAUP contract)

5. Old business

a. First Wednesday lunches are back up and running!

i. First lunch had 6 attendees

ii. Next theme will be plants!

1. SC members expressed excitement about this theme

b. Recordkeeping

i. Erin will archive older committee rosters and save to Confluence

- ii. Erin has updated Confluence committee memberships to reflect special election
- iii. Leanne noticed that SC meeting calendar does not reflect new Merit timeline
 1. Leanne and Erin will meet to revise the yearly schedule of committee chair visits to SC to make more sense with new Merit timeline

6. New business

- a. None.

Adjourned 2:48pm.

Action items this month:

- Chair of the Steering Committee meets with Chair of PARA to review FY calendar and reminds PARA to begin consideration for reappointments and regular appointments at this time. (their recommendations due to the University Librarian by Dec. 1)
- Continuing Education Committee issues tentative schedule of meetings/programs for the FY.

LF 9/15/20

JL 9/15/20