



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

Attendees

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

Agenda

1. Approve Minutes of [November Steering Committee Meeting](#)
 - a. Approved.
2. Report from Dean of Libraries (Lucia)
 - a. Currently preparing budget “request” (not really a request *per se*, as we’re not asking for additional funds), anticipating modest budget reductions for next year
 - b. Several vacant positions, perhaps most critically in digitization area
 - c. Figuring out new directions for PA Digital / DPLA
 - d. Feeling incredibly proud of the way TULUP has gotten through the last nine months
 - e. Watching winter storm predictions, discussing potential closures

3. L3 to L4 criteria discussion

- a. Joe: this has been a good collaborative process, the submitted document looks good, and no remaining changes need to be made
- b. What is the next step for adoption? Does AAL membership need to vote?
 - i. No; approval from the Dean is the last step in the process
 - ii. **Joe will send an official email message to SC and the ad-hoc group stating that the document is approved**
 - iii. **Leanne will alert PARA that the document is finalized**
 - iv. Joe will work with Erin and Josue to get the document into a non-Google Docs format; Erin suggests creating a PDF and adding it to Confluence as part of the official PARA documentation
 - 1. **Joe will save the Google Doc as a PDF and send the email to Erin, Josue, and Leanne**

4. Preliminary agenda prep for January GA meeting

- a. Should January SC be rescheduled for regular time?
 - i. SC meeting currently scheduled for 1/5/21 (one day after we return from break)
 - 1. Leanne will be out this week
 - ii. **Leanne will reschedule SC for 1/19/21**
- b. Agenda ideas for next GA meeting
 - i. Close the loop on L4 promotion document and process
 - ii. Is there anything we typically talk about at the January meeting?

1. No, it doesn't look like it
- iii. Avoid topics that are shared at All Staff meeting in order to avoid redundancy
1. Joe mentioned that we will have an All Staff meeting on 1/6/21;
this will be announced after we return from break
- iv. TUScholarShare? Annie and Alicia have updates to share, may be looking for opportunities to discuss with All Staff
1. North Broad Press may also be worth a staff discussion
 2. **Leanne will email Annie and Alicia**
- v. Nicole update on online learning objects?
1. **Caitlin will talk to Nicole**
- vi. Final suggestion for agenda: divide time between Annie/Alicia and Nicole
- vii. Would it be appropriate to send an all-staff email about the process for petitioning to join AAL?
1. Not to all staff, since it is still an exclusive group
 - a. Leanne will propose a list of potential members and share it with Joe
 - b. This is not urgent - **add to agenda for next SC meeting on 1/19/21**
 2. Would also be good to make sure that Law and HSL colleagues are included in AAL

3. Erin will work with Richie to ensure that all current members are included on the listserv

5. Old business

a. None.

6. New business

a. None.

Adjourned 2:37pm.

JL 12/15/20

LF 1/11/21