



**Academic Assembly of Librarians  
Steering Committee  
Tuesday, January 19, 2021  
2:00 pm  
Zoom: <https://temple.zoom.us/j/93914634279>**

**Attendees**

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

**Agenda**

1. Approve [Minutes of December Steering Committee Meeting](#)
  - a. Approved.
2. Report from Dean of Libraries (Lucia)
  - a. Budget documents going through final shaping and submission phase, submitted last week
  - b. Questions about how to prioritize vacant positions
    - i. Have to ask ourselves, how many recruitments can we manage at once, particularly remotely?
    - ii. Q: Are we still requesting exceptions to the hiring freeze?
      1. Yes, we have to decide which positions we will request exceptions for (the hiring freeze is not being lifted)
      2. Seems that restrictions will be less stringent
        - a. Freeze may be lifted in March

3. Trying to identify by the end of January which two positions to recruit for
  - a. Down several positions in digitization
  - b. Other vacancies due to departure of Chad, Kathy, Greg
  - c. Will likely prioritize positions that support online more
- iii. Q: What about the MADS metadata position?
  1. Some applications were received prior to the hiring freeze
  2. Will be considered when looking at vacant positions
- c. Deans have planning strategy meeting next Wednesday
  - i. Asked to submit peer institutions (for us, peer libraries and presses)
  - ii. SWOT analysis is informing process
- d. Writing book chapter on design process for Charles Library
- e. Shared summary document on vaccinations via email to LIBSTAFF
  - i. Frontline library staff who are eligible in early group for the vaccine have been identified and possibly contacted
  - ii. Information on asymptomatic testing for on-site staff has been shared with those staff
  - iii. On-campus testing has begun
3. Report from Continuing Education Committee (Nova)
  - a. Continuing Education Committee (CEC) members experiencing overwhelm due to pandemic and remote work, but still have a few potential upcoming programs

- b. Possible program: Consultant from Educopia
  - i. Contacted initially by Rachel Appel
  - ii. To be co-sponsored with D&I Committee
    - 1. D&I leadership is transitioning, so committee leaders will have to meet together to ensure this is still a priority for both groups
  - iii. Vitalina will provide the consultant with a dollar amount, and she will respond with a menu of options
- c. Jasmine (CEC member) has volunteered to lead a program on accessibility in online teaching
- d. Q: Can the CEC have a budget? How much should it be?
  - i. There is data about previous years and the cost of programming, so this could be used to determine an amount
  - ii. There was once a budget, according to the AAL documentation
  - iii. Joe recommends that the CEC submit a request directly to him to reinstate a budget, with a specific amount
  - iv. Vitalina will work with past chairs of CEC to ask what might be a reasonable budget request
- e. Possibility of an NYU speaker on work-life balance
  - i. Leslie contacted the person who hosted that program
- f. Art therapy program idea was rolled over from last year
  - i. Vitalina will contact the speaker that had been identified for that

- g. There was a survey sent to all staff previously to ask for programming ideas - may be worth sending out, even though the committee does have some possibilities in the pipeline
  - 4. Preliminary planning for March GA meeting
    - a. Might be interesting to learn more about the mechanisms of the budget, ie, breakdown across areas, impact of RCM, etc.
      - i. Joe: This is possible, we would just have to determine the level of detail to cover
        - 1. Questions remain about how well RCM is working
        - 2. TULUP funding has gone down since 2011
        - 3. New money comes from Digital Content Fee
        - 4. Brian Scholar has adeptly managed a lot of these challenges
        - 5. David Washington has balanced some shortfalls with fundraising
        - 6. Nancy performing analysis on costs of operations in different areas of the organization
          - a. For instance, looking at staff salaries in particular areas (tech, instruction, desks, Scholars Studio, etc.) to determine the cost of those operations
5. Old business
  - a. AAL membership
    - i. [AAL Bylaws, for reference](#)

- ii. Questions about eligibility for membership
- iii. Begs the question: what is the role of AAL within the organization?
  - 1. Some overlap with TAUP librarians / PARA process, but also includes department heads, librarians who are not in TAUP
  - 2. Q: What are the origins of AAL?
    - a. Not sure, would be worth asking a more senior staff member
      - i. Leanne will ask Carla
    - b. Changes to eligibility are relatively recent (last 5-7 years)
  - 3. Is AAL referenced in the TAUP contract? Is there a requirement for a collegial assembly?
- iv. One issue is that eligible, non-librarian staff members do not receive information about AAL in orientation
  - 1. One of the Vice Chair duties is reaching out to new librarians to welcome them, explain the role of AAL
- v. Messiness occurs when AAL members need to vote on something, and not all meeting attendees are eligible to vote
- vi. Two-pronged role of AAL
  - 1. One part PARA / Selection & Appointment / other aspects of TAUP membership
  - 2. One part Continuing Education / issues of interest / discussion

3. Reflects divisions within the organization that are no longer relevant
- vii. Worth revisiting AAL guidelines to determine what is appropriate for AAL and what might be peeled off to become open to all staff
- viii. Q: Is AAL akin to Faculty Senate?
  1. Not exactly, it's more so a Collegial Assembly, which is intended to provide shared governance at the school/college level
- ix. Next steps?
  1. Perform information gathering to inform potential changes by the end of this fiscal year
  2. Sarah will contact Fred to ask for highlights of AAL history, then determine if it would be worthwhile to invite Fred to attend a future SC meeting

## 6. New business

- a. Where are we storing documents? Google Drive? Confluence? MS Teams?
  - i. Erin, Emily, and Caitlin will discuss this offline

Adjourned at 3:02pm.

JL 1/25/21  
LF 2/16/21