

**ACADEMIC ASSEMBLY OF LIBRARIANS**

**STEERING COMMITTEE**

**TUESDAY, October 15, 2018**

**2:00 PM**

**Charles Room 364**

**AGENDA**

Attending: Leanne Finnigan, Brian Boling (Chair), Kim Tully, Sarah Jones, Stefanie Ramsay (recording), Erin Finnerty, Katy Rawdon, Joe Lucia (ex oficio)

1. Approve Minutes of September Steering Committee Meeting
	1. Approved.
2. Report from Selection and Appointment Committee chair, Erin Finnerty
	1. New membership is Erin Finnerty, Caitlin Shanley, Stefanie Ramsay, Latanya Jenkins.
	2. Two searches:
		1. Emily Toner represented SAC on LCDSS Digital Scholarship Librarian position. Jasmine Clark was hired.
		2. Erin served on BSSE Business Librarian search. On-campus interviews concluded in October.
3. Report from Nominations and Elections Committee chair, Kim Tully
	1. Work has not begun because there have been no mid-year changes to committee membership. Work will pick up with elections in the Spring.
	2. Karen Kohn and Kim Tully are rewriting procedures to move to online voting. Changes are:
		1. In response to the challenges of soliciting volunteers for positions, risking nobody being interested, or missing people who are interested, moving toward email communications. Before forming ballot, committee will send email to AAL listserv with all open positions and will invite people to self-nominate.
		2. Elections will take place anonymously online.
		3. If there is a tie, a second election will take place immediately online.
	3. We will discuss these changes at the November 12 General Assembly meeting
4. Dean’s report (Dean arrives around 2:30pm)
	1. Attended ARL meeting, Designing Libraries, Lyrasis Member Summit over the last two weeks.
	2. Charles Library updates
		1. Lot of installation occurring across Charles (stacks, AV). Work will continue through the end of fall semester.
		2. Problems with air handling system update: preliminary engineering diagnosis but no definitive plan to resolve issue -- especially bad around consulting area on 1st floor and 4th floor.
		3. Working on adding furniture, funding is coming through endowment.
		4. Part of SCRC staff area has the shades that will be in the rest of the library. Order has been placed but delivery/install timeline isn’t known.
		5. Occupancy is around 6,000 visits a day and remains high.
		6. Many requests for use of facility.
			1. Working with Klein on hosting a series of forums on free speech in 24/7 space. Would be televised live on CNN.
			2. Requests for tours from now through end of semester. Figuring out how to manage the requests coming in.
	3. Thinking about best ways to strategize on what the next 3-5 years look like, starting around January 2020. Will think on how to make this process inclusive and participatory, including Health Sciences staff.
	4. Leanne asks: How aware is Joe of Nancy’s discussions around norms with staff? What is Joe’s overall impression?
		1. Joe has looked at some output of the discussions but trying to have more organic conversations. Some norms should evolve from local environments with staff sitting near each other.
			1. Want to let things settle in before reviewing staff locations making any adjustments needed (e.g., spaces for phone calls) -- looking at evaluating this at the 6-month mark.
		2. Staff floor norms conversations seemed positive, less focused on complaints. Concerns were respected and heard.
5. Agenda for November General Assembly meeting
	1. Approval of September GA minutes
	2. Dean’s Report
	3. Report on Nominations/Elections procedures
	4. UX updates from Jackie
	5. Old business
	6. New business/announcements
6. Old business

1. New business

Adjourned 3:02pm.

JL 10/18/19

BB 10/22/19