



**Academic Assembly of Librarians
Steering Committee
Tuesday, February 15, 2022
2:00 pm
Zoom: <https://temple.zoom.us/j/8788232907>**

Attendees

Erin Finnerty (chair), Rebecca Lloyd, Joe Lucia, Vitalina Nova, Caitlin Shanley (recording), Emily Toner

Guests: Courtney Eger, Becca Fulop, Karen Kohn, Jackie Sipes, Nancy Turner

Agenda

1. Approve [Minutes of January Steering Committee Meeting](#) [SCMinutes20220118.pdf]
 - a. Caitlin corrected attendees list, now approved.
2. Report from Dean of Libraries (Lucia)
 - a. Annie Johnson leaving
 - b. Marcus Bingenheimer leaving
 - c. Katie Westbrook leaving
 - d. Refining planning document that ADC submitted to LLC
 - e. Future of the Humanities Task Force
 - f. Metadata Management Librarian search now open
 - g. Dean searches at School of Medicine and School of Law
3. Report from Selection and Appointment Committee (Kohn)
 - a. Questions about the role of this committee

- i. Do members of the committee make recommendations re: rank of the hiree? It seems not...
 - ii. Is it actually the role of PARA to help determine rank?
 - 1. In “Archives” section of [PARA documentation](#): “Memo(s) to the Archives confirming all interactions between the Chairperson of PARA and Administrative Services (or the Dean of Libraries’ Office) concerning the hiring level of new librarians.”
 - 2. Katy (PARA chair) did consult with Joe when HSL librarians came into TAUP
 - b. Bylaws suggest that this committee "Makes hiring recommendations to the Dean of Libraries."
 - 1. [Policies and procedures for S&A](#)
 - c. Joe: What is the relationship between the search committee and S&A? It appears that S&A only determines an AAL member to sit on the search committee
 - d. For the future, look into this documentation, revise for clarity**
- 4. Report from Merit Committee (Sipes)
 - a. 17 Merit applicant recommendations submitted to Joe and Richie in December
 - b. Since then, some HSL librarians have posed questions about the annual report and the Merit process
 - c. Jackie and Erin have discussed a possible orientation for merit for HSL and other new librarians

- i. Jackie will work with Rebecca to plan this
 - d. Also discussed a process for sharing example Merit application materials
- 5. Agenda prep for March GA meeting
 - a. Review of Nominations and Elections Working Group documents
 - i. Finalize proposed changes for GA vote
 - ii. Erin sent out an email reminder re: making suggestions to Karen
 - iii. Re: which parts of the documentation need to be voted on (eg, committee descriptions)
 - 1. Molly and Carla believe that only changes to the Bylaws require voting on (not documentation such as committee descriptions)
 - iv. Emily provided alternative language for Faculty Senate
 - v. Some comments were not related to the scope of the Nominations and Elections revision process - what to do with these comments?
 - 1. Save them for later but isolate just what is to be voted on for the GA meeting
 - 2. Karen made a [clean copy](#) to share at the GA meeting
 - vi. [discussion documented within draft copy]
 - b. Distribution of topic or questions prompt to membership
 - i. Need to clarify discussion topics vs. questions for the Dean
 - ii. Can decide over email, since we have some time
 - 1. Erin will send this out
- 6. Old business

a. None.

7. New business

a. None.

Adjourned 2:59pm.

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