



Libraries

TO: Steering Committee of the Academic Assembly of Librarians (AAL)

FROM: Karen Kohn, chair, Merit Committee

DATE: May 25, 2018

SUBJECT: Merit Committee Annual Report 2017-2018

The 2017-2018 Merit Committee consisted of Rachel Appel, Josue Hurtado, Karen Kohn (chair), Rebecca Lloyd, Fred Rowland, and Jackie Sipes.

There were 12 applicants for merit this year, a substantial decrease from last year. There were 71 units in the merit pool.

In addition to the annual task of providing recommendations to the Dean on applicants' merit awards, this year the committee was also asked to solidify some changes to the application process that had been discussed last year. The committee proposed a new timeline, which was presented at the March General Assembly. Merit applications will now be due at the same time as the annual reports, at the end of July. We also wrote a description of what kind of information should be included in the narrative piece of the application. This guidance took into account the recommendation from last year's committee that duplication between the merit narrative and the annual report be reduced.

The committee offered a second proposal for a change in the merit application process, which involved using Google Drive to compile application materials online rather than in physical binders. Rachel Appel reviewed the proposal with Richie Holland, Director of Library Administration, and Marianne Moll, Administrative Coordinator. Richie and Marianne supported the changes, as did the Steering Committee. These were presented to the General Assembly in May and will be implemented in the next fiscal year.