



Libraries

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

FROM: Kristina De Voe, English & Communication Librarian
Chair, Promotion and Regular Appointment Committee (PARA)



DATE: May 12, 2020

SUBJECT: PARA Annual Report, 2019-2020

The 2019-2020 AAL PARA members included Carla Davis-Cunningham, Kristina De Voe (chair) Josue Hurtado, and Jill Luedke.

Contract Renewal, Promotion, and Regular Appointment Process

There were four candidates eligible for contract renewal (Rachel Appel, Gabriel Galson, Stefanie Ramsay, and Emily Toner) and one candidate eligible for regular appointment (Caitlin Shanley).

The Committee held one ask-me-anything session for candidates, and I also met with some candidates individually who had further questions. Questions focused on best practices for how to write candidate statements and how to frame letters if one was applying for both contract renewal and promotion. Further questions regarding applying for regular appointment early also arose.

This year, the application process was completed online, in an attempt to provide greater flexibility and access for individual candidates, committee members, supervisors, as well as library administration. Similar to the Merit process, each vested party reviewed and submitted materials to candidates' Google folders in discrete chunks of time, coordinated by Library Administration. By and large, the online process was very favorable. Committee members, especially those who have served on PARA in the past, remarked on the ease of accessing the folders.

The Committee reviewed the candidates' applications and personnel files and met in-person once to discuss the applications together. The Committee wrote and submitted written statements to Library Administration with copies to the candidates, recommending:

- Galson and Ramsay be granted a second (two-year) contract, plus promotion to L2
- Toner be granted a third (two-year) contract, plus promotion to L3
- Appel be granted a third (two-year) contract
- Shanley be granted regular appointment, plus promotion to L3

The Dean and Provost concurred with the Committee's recommendations. All are well deserved, and we congratulate them.

New Hires

During the course of the year, I was consulted by Library Administration to help determine the rank at which three TAUP librarian candidates should be hired (two for the ultimately unfilled Business Librarian position, and one for the Digital Scholarship Librarian position).

Additional Items Addressed

I met with the Chair of the Ad hoc Committee on L3 to L4 Requirements to consult on their recommendations. I also compiled some updated templates and documentation as well as updated some of the information on the AAL website/Confluence sites. And, I also met with the Steering Committee twice to report on the committee's work.

I am grateful to my fellow committee members for their well-written contributions and commitment during the past year. I also offer my appreciation to Marianne Moll and Richie Holland for their time and diligence in this important process.

Respectfully submitted,
Kristina De Voe