

AU Librarians Meeting December 11, 2013

Present: Ellen Bahr, Steve Crandall, Bev Crowell, John Hosford, Laurie McFadden, Mark Smith, Eva Sclipa, Brian Sullivan

January Meetings – Mark

Mark brought up the topic of planning for the January meetings, suggesting them as an opportunity for feedback. He mentioned that Brian had previously discussed with him the apparent lack of a connection between the January meetings and the promotion and tenure reports. Brian added that the January meetings could serve as a way to monitor progress before the official P&T reports. It was suggested that an option be added to the email prompt for the January meetings, something along the lines of “Is there any other information you would like out of this meeting?”

P&T Working Group – Laurie, Ellen, and Eva

Laurie provided updates about the committee. The committee has met once to outline the goals for the discussion of promotion and tenure, and listed several points:

- Considering policies and ramifications for the long term
- Defining a consistent process for hiring new librarians
- Higher level discussion of expectations for tenure and non-tenure librarians

Steve will gather information from the other deans about current hiring and tenure practices and bring that information to the working group.

Systems Guide – Ellen

Ellen announced that she is working on a document to help guide us in resolving systems issues when she is on sabbatical. Additionally, there is a potential plan for Scholes to pay for some extra hours for Brett, allowing him to better help both libraries. Ellen, Mark, and Steve will discuss finding someone to stand in for Ellen at the monthly meetings with ITS.

Reference Statistics – LibAnalytics – John

John requested feedback on the reference form in LibAnalytics, either at the meeting or by email afterwards. Laurie asked about our ability to change the maximum character count in the question fields, as she hoped to use the LibAnalytics form to record some of the longer and more notable reference questions she'd answered, but it was concluded that LibAnalytics is best suited to shorter “hash mark” entries. John will talk to Steve and Mark about meeting with staff to get them on board with using the form.

Instruction Statistics – LibAnalytics – Brian

Brian announced that he, John, and Eva have been working on finalizing the instruction statistics form in LibAnalytics as well, and that they expect it to be ready by January.

Strategic Planning – Steve

Steve brought back the results of our A-D analysis of the elements of our strategic plan, presenting them to the group in order for us to determine our next steps. By focusing on the combination of categories A and B, we drew out several items that scored as most important.

Ultimately, it was decided that we would assign two coordinators to each of the five overarching categories within the document; these coordinators will be in charge of discussing what they would like to happen, what is happening, and what will happen in their areas. These coordinators will be assigned after the January goal meetings. Additionally, a standard form to use for the coordinators' reports will be developed.

Respectfully submitted,
Eva Sclipa