

Librarians' Meeting Minutes: Dec. 10, 2014

Present: Melinda Isler, Ali Konieczny, Stacy Anderson, Mari Kermit-Canfield, David Scott, Gary Maixner, Leah Monger, Ann Breitenwischer, Scott Garrison, Scott Atwell, Fran Rosen

Agenda:

- 1) End of semester activities report (Mari)
- 2) Provost search committee update (Kristy)
- 3) Strategic planning update (Scott Garrison)
- 4) Vinyl records collection discussion
- 5) Assistant Dean postings

1) **End of Semester Activities Report:**

Mari shared pictures of study breaks held towards the end of the semester and reported on their attendance.

- Therapy dogs were a huge hit, with very high student attendance. Only 2 of 5 expected therapy dogs were present, and this may be attributed to other dog owners' difficulties with parking – this will be addressed in the future
- Crafters anonymous: Approximately 50 people came to this session and made stress balls
- Yoga: *Heart and Sole* instructor, Lisa, led this session which included 20 minutes of yoga followed by a bonus meditation session led by Lisa. Attendance was fair for these sessions
- Power Party: Approx 75 – 80 students came for snacks and cakes; approximately 15 participants played games

Overall it was felt that the *Stress-Relieving Breaks Series for Finals Week* went very well and social media helped to promote these events.

- 2) **Provost Search Committee Update:** Kristy reported that the airport interviews went smoothly. 9 candidates were interviewed, with President Eisler receiving audio-recordings from the group interviews since he was not able to participate. The committee quickly came to consensus regarding their top candidates, but further consideration by President Eisler is needed before progressing to the next phase of the process, which will be the on-campus interviews.
- 3) **Strategic Planning Update/Dean's Council:** Scott indicated that Deans' Council have not really met recently. They have heard from the University consultant that is being used to facilitate strategic planning and indicated that templates are being created to garner input from faculty and staff. These templates and notes from the librarians' retreat will be used as 2 starting points to determine what may be major topics for library strategic planning.
- 4) **Vinyl Records Discussion:** The collection of vinyl records is located in the 140 storage room. This collection is only partially catalogued and not being well-utilized, likely because of lack of access points and overall accessibility to this collection. Melinda reported that FLAC has discussed the vinyl records collection on a couple of occasions, and one suggestion was to deaccession this collection.
 - Scott Atwell indicated that he would like to see this collection utilized and circulated
 - Melinda concurred with Scott Atwell and indicated that the library would benefit from a greater focus on unique items that the library has to offer, and capitalizing on the vinyl records collection would be a way to promote some unique items. She indicated a preference to keep the collection at the library rather than the Archives for greater accessibility.
 - Scott Atwell indicated it would be ideal to have a dedicated listening room. He has experience working in a listening room with multiple stations

- Mari: When doing “Vinyl Fridays” there were multiple inquiries as to how to check out the records, and she concurs with Scott Atwell that listening stations would be desirable, along with circulation of this collection
- Cataloging of this collection would largely be copy cataloging
- Scott Garrison indicated that he would need to see a proposal with costs projection to consider listening stations, cataloging, and other logistics surrounding this collection
- Melinda, Scott Atwell, and Mari agreed to work on a proposal
- Hygiene concerns were raised regarding earphones, but it was discussed that there are hygienic methods available to easily address these concerns, depending on the type of earphones selected
- Stacy indicated that the value of some of these albums may be a concern, particularly the original jackets which could be high value, so this should be considered if circulating the albums
- Fran questioned whether an academic music resource such as *Naxos* was needed, since the vinyl collection isn’t systematic enough, and Mari agreed that this would be a good inquiry
- Scott Garrison indicated we don’t have a music program, so a listening room may be unnecessary
- Fran indicated that this collection could be used to support various programs, particularly in the humanities, and Kristy said that both the MIMA program and the Music Department would state that they do have music programs
- The albums are fine in storage for right now and Scott Atwell, Melinda and Mari will work to create a proposal for this collection, which garnered a majority positive response during the librarians’ meeting

5) **Assistant Dean Postings:**

Scott met with the Provost who had suggestions for streamlining wording. Ann had recommendations for some wording changes for the Assistant Dean for Research and Teaching description as well that will be incorporated into the position description, including removal of the word “Support” from the job title. Information about this will be disseminated in the Dean’s Communication later. The word “direct” is still in the job description which had been discussed at the previous librarians’ meeting as a concern. Scott indicated that it was removed from the summary, which is what he felt had been the issue, and not the use of “direct” in the duties section; however, it was unclear if both uses of the word “direct” (in the *Summary* and *Duties* sections) were of concern (Rick had brought up this issue, and was unavailable for comment).

Bonus discussion: Fran said that the Metadata and Electronic Resources Management Librarian Search Committee has had a meeting with Matthew Olovson from Equal Opportunity, so they are moving forward. The search committee hopes to find other venues to post the position, as they currently have few applicants. Date of first review of applications is listed as 1/5/2015.

Addendum: An e-mail message from Dean Garrison to the note-taker (Ali K.) offered the following clarification: Just to clarify, Deans Council met in late October, and again 12/3 with ALC (Academic Leadership Council) to discuss strategic planning with Peter Dams. Our next meeting is 12/18, to discuss how to engage faculty and staff about the strategic planning process.

- Submitted by Ali K.