

## **Minutes of Librarians Meeting, December 19, 2017**

**Present:** Gary Maixner, Dejah Rubel, Sela Constan-Wahl, Heather Symon Bassett, Mari Kermit-Canfield, Melinda Isler, Kristy Motz, Scott Garrison, Fran Rosen, David Scott, Stacy Anderson, Ann Breitenwischer

**Absent:** Paul Kammerdiner, Ali Konieczny, Leah Monger

### **Call to Order (Isler)**

The meeting was called to order at 11 am by Melinda.

### **Dean's Update (Garrison)**

Scott relayed a Dean's Update at the meeting and will send a summary of what was discussed in a forthcoming email. The written Dean's Update will include updates pertaining to The Center for Academic Literacies, a positions update, especially as related to a prospective operations position, information regarding individual "check-in meetings" with the Dean, a revised schedule for the Dean's review and the appropriate routing of student employee questions.

### **Approval of Minutes (Symon Bassett)**

Minutes for the November 28, 2017 Librarians Meeting were approved with a correction.

### **Citations Trail Demo (Rubel)**

Dejah demonstrated how to follow citation trails in the new Primo search results. She indicated at the item level results, that one could use the 'Citations' link on the left side of the screen to jump to citation information or just scroll to the bottom of the screen. At the bottom of the screen, there are links to 1). Sources citing the item or 2). Sources cited in the item. After selecting either one of those options, the subsequent search results page will display small icons next to each result indicating whether it too has linked citation information and what kind (cites or cited by). Dejah has requested that the new Primo display be modified to make the citation trail icons appear on the first search results page like they did in the previous version of Primo.

### **Organizational Structure (Garrison)**

Scott indicated he would be doing individual mid-year "check-in meetings" with faculty, during which position descriptions and progress on Work Plans will be discussed. Topics for consideration include positions, planning, promotion and tenure, etc. He shared a "Library programs that form a "network"" planning document in its initial form. It was developed in speaking with Leah about the division of duties and is partly informing his current organizational view of library programs and organizational structure. There was some discussion of the document and Scott stated that he will follow up with comments in its continued development.

### **Other Comments (All)**

Stacy provided a reminder regarding the need for the Website Architecture Team to be formally recognized by the Advisory and Accountability Committee and Scott agreed to follow up. Per Ann's request, Scott clarified details for how a prospective operations manager position might be configured in lieu of replacing the vacant Assistant Dean's Position. He indicated that conversations

regarding the same would occur in January with stakeholders. Sela indicated that the SFX server migration would be rescheduled for the first week of January. Scott noted that he has communicated with Jason and he is hopeful for his return in the relatively near future.

The meeting adjourned at 11:35 am

Submitted by: Heather Symon Bassett

Approved January 23, 2018