

Minutes of Librarians Meeting, January 23, 2018

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

Absent: Paul Kammerdiner, Ali Konieczny, Scott Garrison, Gary Maixner

Call to Order (Isler)

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

Dean's Update (Garrison)

Please refer to the January 22, 2018, Dean's update email for the most recent updates.

Approval of Minutes (Symon Bassett)

Minutes for the December 19, 2017 Librarians Meeting were approved as presented.

Website Usability Team (Motz)

Membership & Possible expansion of purpose/title

Kristy provided a copy of the Website Usability charge sheet to attendees and recapped some of that information. She indicated that there was one resignation from the Committee and consequently, a member slot was available for replacement through August 2018. The group referred to documentation posted on the Advisory and Accountability (AAC) Info Hub for direction and it was agreed after some discussion that an email request for a volunteer member replacement seemed appropriate. If more than one volunteer comes forward, the Website Usability Committee will select from the group, and the name will then be forwarded to the AAC. The idea of increasing the maximum number of Committee members to six and making the Web Services Librarian a permanent Ex Officio member were discussed. The group was agreeable to increasing the number of allowable Committee members and making the Web Services Librarian a permanent member, but not as an Ex Officio member. It was noted that related aspects of the Web Usability Committee charge sheet should be rewritten and forwarded to the AAC. Finally, the name of the Website Usability Committee will be changed to the Web Services Usability Committee to include testing for other aspects of web services such as Primo and Springshare.

Announcement of online form

Kristy announced that a new "Usability Committee Suggestions" form was added to the Advisory and Accountability Info Hub and was available to pass along usability testing suggestions.

Other Comments (All)

There appeared to be some questions regarding the specifics of the Advisory and Accountability Committees charge. It was noted that communications from the AAC regarding decisions or updates, as well as direct reports from Committees, were desired by the Librarians group. A reminder was provided that agendas and minutes for Committees should be posted on the AAC hub.

Sela provided a reminder that a Website Architecture Taskforce meeting regarding LibGuides remediation would occur next on next Tuesday, January 30th at 11 am.

The meeting adjourned at 11:55 am

Submitted by: Heather Symon Bassett

Approved February 27, 2018