

Minutes of Librarian's Meeting, December 17, 2019

Present: Heather Symon Bassett, Melinda Isler, Leah Monger, Stacy Anderson, David Scott, Dejah Rubel, Fran Rosen, Sela Constan-Wahl, Kristy Motz, Jason Bentley

Absent: Ali Konieczny, Paul Kammerdiner, Mari-Kermit Canfield, Ann Breitenwischer

Call to Order (Isler)

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

Approval of Minutes (Bassett)

The 11/25/19 minutes were approved unanimously.

Dean's Report (Bentley)

Jason reported that Ann Klein accepted a part-time position working at Ferris in Extended and International Operations (EIO) for the Doctorate in Community College Leadership (DCCL) program and that he approved the immediate posting of the FLITE Clerical Assistant position. He also reported that Provost Blake approved the posting of the "First-Year Experience Librarian" position without additional review. He also indicated the Provost reviewed and indicated support for a revised Digital Services Assistant position description reflective of work done in FLITE in concert with the Technology Assistance Center (TAC). This revised position description coincides with campus-wide printing services changes and the position description is currently under review with the Vice President for Administration and Finance.

Approval of Web Services and Instructional Design Librarian position description (Isler)

After discussing the current draft of the "Web Services and Instructional Technologist" position description, including comments that Ann submitted via email, the group voted in favor of accepting the description with some revisions. Melinda will incorporate the approved revisions and forward the revised position description to Jason. The next step in the process is Dean's Council review.

Reassignment of Liaison Responsibilities (Rosen)

The group discussed temporary liaison area reassignments coinciding with Kristy's forthcoming retirement as Library Instruction Coordinator. Stacy offered to accept education (Ann offered to accept this liaison area prior to the meeting, but it seemed logical for Stacy to assume the responsibility in also serving as liaison to the DCCL program). Stacy noted that while in practice liaison responsibilities for English 150 and 250 would likely be divided between herself and Mari that it made sense to tentatively to list Mari as the liaison contact for both. Fran volunteered to serve as liaison for physical sciences and Television & Digital Media Production (which means

Fran is presently responsible for the entire School of Digital Media). Per Kristy's request, Heather will assist a chemistry professor (Mark Thomson) who utilizes an OER text and eReserves.

Other (Rubel)

Dejah posed several questions to the group including the utility of having a new book location, whether or not to maintain a new books/items feed, and if so, what items to include. To the first point, it was noted that there is presently a new books location and a temporary location code. The group seemed to be generally in favor of maintaining a new books/items feed. There was discussion of the benefits of including various material types (new physical books, Kanopy purchases, purchased e-books, new e-book collections etc.) and the ways a list might be used to market and reinforce the value of FLITE collections. The group agreed to further consider which material types might be included on a new books/items feed and to revisit the topic at a future meeting. Dejah will forward a link for the present list for reference.

The meeting adjourned at 11:55 am.

Submitted by: Heather Symon Bassett

Approved January 28, 2020