Minutes of Librarian's Meeting, January 28, 2020

Present: Heather Symon Bassett, Melinda Isler, Leah Monger, Stacy Anderson, David Scott, Dejah Rubel, Fran Rosen, Jason Bentley, Ann Breitenwischer, Mari Kermit-Canfield

Absent: Ali Konieczny, Paul Kammerdiner

Call to Order (Isler)
The meeting was called to order at 11 am by Melinda.

Approval of Minutes (Bassett)
The 12/17/19 minutes were approved unanimously.

Dean's Update (Bentley)
Jason reported the US Department of Education TRIO Student Support Services (TRIO-SSS) grant application was submitted. The grant would support low-income, first generation and disabled students. The two identified competitive priorities are improving financial literacy and career readiness, both of which align to FLITE events, services and resource offerings. If received, that grant could potentially offset sixteen percent of a faculty librarian's time in the interest of developing financial literacy resources. He anticipates expedited processing and approvals of the Systems Librarian and First-Year Experience Librarian positions once in the PageUp system and postings for both within the next few weeks. He also reported in a recent discussion with the Provost the idea of offering library faculty a voluntary 10-month contract option resurfaced and that the President would need to be agreeable to the option before being further pursued.

Faculty Search Committees Update (Isler)
Melinda presented a final draft of the Systems Librarian position description which librarians had reviewed and voted in the majority to approve. She reported that she could correct minor typos before submitting it to Josie for posting and requested that those be reported as soon as possible. She indicated that trainings will be available for the new human resources PageUp system and anticipates the posting of the First-Year Experience Librarian position next week and the Systems Librarian position within the next few weeks.

Strategic Plan Updates (Anderson)
Stacy and Leah provided updates concerning FLITE's strategic planning process. Stacy presented timeline information and indicated that four one-hour meetings have been scheduled (with all of FLITE invited), each to focus on a particular Ferris strategic plan initiative to which FLITE plans to align. From those meetings, small groups will form to refine respective initiatives and develop objectives and action steps. It is expected that those groups might solicit input from external stakeholders and coordinate amongst themselves as well. Leah discussed some of the tools being utilized for tracking and planning FLITE's strategic planning including an OGRA framework and Gantt Chart available in Sharepoint, as well as a timeline represented in the FLITE 140 Suite. She anticipated a 4/17/20 deadline for small group recommendations, and a sharing of strategic plan draft information at a 4/29-5/1/20 celebratory event to

which external stakeholders could be invited. While acknowledging the importance of developing FLITE's mission statement, this and other remaining work is anticipated for the Summer of 2020.

Great Michigan Read (Monger & Scott)

Dave reported that FLITE is serving as event co-sponsor (with the Big Rapids Community Library) for a campus speaking event featuring Dr. Mona Hanna-Attisha, author of *What the eyes don't see,* as part of Great Michigan Read programming. This event will occur on 4/20/20 at 7 pm in the University Center. He indicated that marketing will include a University-wide notice, a student Bulldog Connect notice and he requested that FLITE librarians share the information with assigned liaison areas. Dave will forward a flyer upon request which is also available in SharePoint. It was suggested to encourage attendance, that he register the event with CLACS as a five-start event. Some FLITE funding for catering costs may be requested as well.

Elearning Templates Update (Anderson)

Stacy shared information about Canvas templates learned a recent eLearning Management Advisory Team (EMAT) meeting. A graphic designer is available through eLearning to work with instructors to develop standard icons for use in their courses. Perhaps that individual could include an icon for the Library as well when they create this icon set. She reminded everyone that Blackboard will no longer be available after this semester.

Other (All)

Dejah announced that due to security settings in various browsers, FLITE's Find It link resolver may sometimes be suppressed. In the short term, individuals may try an alternate browser.

The meeting adjourned at 12:02 pm.

Submitted by: Heather Symon Bassett

Approved February 25, 2020