

**LIBRARY ADVISORY COMMITTEE MEETING**  
**Weinberg Memorial Library**  
**Monday, November 9, 2020**

The meeting came to order at 11:30 a.m., via Zoom Conference Meeting by Marian Farrell.

Present: Prof. George Aulisio, Prof. Kelly Banyas, Dr. Deborah Budash, Dr. Marzia Caporale, Prof. Marleen Cloutier, Dr. Tracey Collins, Prof. Frank Conserette, Dr. Darryl DeMarzio, Dr. Marian Farrell, Prof. Colleen Farry, Ms. Sharon Finnerty, Dr. Teri Freeman-Smith, Mr. Eugeniu Grigorescu, Prof. Michael Knies, Interim Dean Jean Lenville, Dr. Wendy Mannetti, Dr. William Miller, Prof. Linda Mlodzienski, Mr. Jacob Myers, Prof. Ian O'Hara, Dr. Kim Pavlick, Asst. Dean Sheli Pratt-McHugh, Prof. Narda Tafuri, Prof. Donna Witek, and Dr. John Zych.

Unable to Attend: Dr. Yaodong Bi, Dr. Lori Bruch, Dr. Bryan Crable, Dr. Josephine Dunn, Dr. Michael Fennie, Dr. Teresa Grettano, Dr. Jakub Jasinski, Dr. Barry Kuhle, Dr. Michael Landram, Dr. Andrew Lazella, Dr. Nathan Lefler, Dr. Yibai Li, Dr. Bob McCloskey, Dr. Masood Otarod, Dr. William Parente, Dr. Christos Pargianas, Dr. Adam Pratt, Dr. Robert Shaffern, Atty. Jason Shrive, Dr. Yamile Silva, Dr. Argyrios Varonides, and Dr. Ben Willis.

Dr. Pavlick motioned to approve the minutes, seconded by Asst. Dean Pratt-McHugh. The minutes were accepted as written.

**DEAN'S REPORT – Jean Lenville**

Interim Dean Lenville thanked everyone for the letter of support because it was helpful to move things forward.

She then spoke about staffing changes in the building. She announced that the full-time evening circulation services clerk left in mid-October to take a position in Florida.

Prof. Tafuri then gave an update on staff that chose to take advantage of the retirement window by announcing that the head acquisitions clerk, Lori Gaccione will retire in December after 23 years of service.

She thanked the committee for the letter of support. The position will move forward rather quickly and a search committee will be established. The hope is to try to have someone place in January.

She then asked for the committee's patience because due to her retirement, also taking place in December, a new librarian, Sylvia Orner will be dealing with the new book orders in February. She will begin on December 16, 2020.

Interim Dean Lenville said that it will be a challenging period because with Ms. Gaccione's retirement, there will be six staff vacancies. And so we do appreciate your patience. So, so that brings our total staff vacancies to six. She then shared her screen to show how HR and the Provost have agreed to move forward.

The part time library metadata specialist, which is in Michael's department, is going to stay frozen until the new dean starts. The full time technical services clerk will also stay frozen until the new dean starts. The part time library attendant is currently being temporary filled until Thanksgiving. Then it will be under discussion, as is the part time media resources evening weekend supervisor. The Circulation positions are going to be posted before Thanksgiving and start dates are planned for late January so that we're ready for classes to start.

The full time acquisitions clerk is also going to be posted before Thanksgiving and the start date is planned for as early as January, if we can make it happen.

Dr. Farrell then asked if there was any discussion about the streaming media budget with the Provost, to which Interim Dean Lenville replied that there has not been as the focus is on the positions right now. The budget will have to be circled back to.

#### INDIVIDUAL REPORTS:

Prof. Donna Witek – Library Dean's Search: Prof. Witek reported that the search process for the new Dean is underway. The chair of the search is Susan Bowen from IT. She said no search firm is being used due to the cost and the financial position of the University, but a list of advertising outlets has been developed in conjunction with HR.

The job description is being finalized, which began with input from library faculty and administration, while Charles was still here. The position name is changing from the Dean of the Library and Information Fluency to the Dean of the Weinberg Memorial Library. The CTLE will no longer report to the Dean of the Library. It is currently under the oversight of the Associate Provost, currently David Marx.

The draft timeline of the search was for the job to be posted by the end of October, and with application review, starting in mid-January. The final sign off on the position is anticipated this week, at which time it should be posted in the HR system and then advertising will take place. The schedule of the search may be revised as needed but the schedule is to start the review of applications mid-January, initial interviews at the end of January, beginning of February, February finalist interviews and reference checks and March, and a list of the finalist's strengths and weaknesses to the Provost in April. The start date, which is likely not going to change, is anticipated as July 1, 2021.

There will be a forum of some kind, and the Library Advisory Committee will certainly get an invitation.

Dr. Miller asked if there was any kind of a sense from the committee that based on not using a search firm if there will be issues finding candidates.

Prof. Witek responded by saying that the Provost is prepared to help in any way, whether it be as being the person penning recruitment emails, and certainly financially when we're talking about placing ads. She added that it doesn't mean that there's no budget for this search.

Dr. Farrell asked about the uncoupling of the CTLE, if there was any discussion. Prof. Witek said it wasn't open for feedback.

Interim Dean Lenville added that most AJCU schools have them reporting separately. Detroit Mercy is also uncoupling.

Asst. Dean Pratt-McHugh said that the staff person on the search was now Carol McCullough from development. Interim Dean Lenville added that she is a good choice because Ms. McCullough is also a member of the Friends of the Library Board.

#### DEAN'S REPORT CONT. – Jean Lenville

Hours Update: Interim Dean Lenville shared her screen with the committee.

We will close at 4:30 p.m. on Wednesday, Nov. 25, and there will be no swipe access to the building over the Thanksgiving Holiday. Starting Monday, Nov. 30 swipe access daily is until 11:30 p.m. and the building will be staffed M-F 8-4:30. This is also the staffing plan for January. The building is closed completely over the Christmas Break. Research Services will still be available remotely in Dec, until 10p.m. Sun-Thurs and Fri until 7 p.m. Everything is posted on the web page.

Prof. Aulisio noted that Research Services will have the local coverage as mentioned, but will also continue to have 24-7 AJCU chat staff coverage.

Interim Dean Lenville reported that there has been a spike in non-mask compliance since our last meeting. We now regularly remind students of this rule over the PA system.

#### INDIVIDUAL REPORTS CONT.:

Prof. Narda Tafuri – Budget Report: Prof. Tafuri reported that the budget is flat. You will get the same amount as your department was allocated last year. For 2022 we're probably going to need to request a 5% increase in the libraries journal budget, and a 3% increase in the library's acquisitions budget, which includes standing orders. That is what she put forward again to the administration and hopefully we'll be able to get those increases.

#### DEAN'S REPORT CONT. – Jean Lenville

Building Update: Interim Dean Lenville announced that there was hope the construction in the second floor computer lab could be done in December and January, but we were denied.

She said the Provost said we should plan to move forward in summer of 2021. She will ask the Friends of the Library to delay their gift until the next fiscal year.

#### INDIVIDUAL REPORTS CONT.

Prof. Kelly Banyas: Affordable Learning Grants: The Affordable Learning Grants committee has agreed to meet after the Thanksgiving holiday to look through proposals. The deadline is extended to November 20.

Prof. Banyas hopes to get an email out to all faculty by the end up today reminding people to submit proposals.

These are the applications for classes taught in spring 2021.

Prof. Donna Witek: Bonnie W. Oldham Library Research Prize:

The deadline for summer and fall projects for consideration for this year's library research prize is Thursday, November 19 at 4 p.m. Both faculty and currently enrolled students this semester have received emails with information.

Prof. Marleen Cloutier: New Faculty Member: Our new Collection and Resource Management Librarian, Sylvia Orner, starts next Monday, November 16, 2020.

Dr. Farrell then expressed well wishes to Prof. Tafuri on her retirement.

The meeting adjourned at 11:59 a.m.

- Respectfully submitted by Kym Balthazar Fetsko