



Council of Librarians

AGENDA FOR THE COUNCIL OF LIBRARIANS MEETING

Held on November 17, 2020 at 2PM

via [WebEx](#)

Present: Dorinne Banks, Leah Richardson, Megan Potterbusch, Brigette Kamsler, David Ettinger, Cathy Zeljak, Deborah Bezanson, Dolsy Smith, Elizabeth Waraksa, Geneva Henry, Jennifer Froetschel, Barbra Giorgini, Hannah Sommers, Jennifer King, Joshua McDonald, Laura Wrubel, Maddy Kadish, Mark Yoffe, Matt Mihalik, Matthew Bright, Monecia Samuel, Morgan Stoddard, Peter Cohn, Shira Eller, Shmuel Ben-Gad, Vakil Smullen, William Gillis, Daniel Kerchner, Ann James, Harald Griesshammer, Amal Cavender

CALL TO ORDER

The meeting was called to order at 2:02pm.

APPROVAL OF THE MINUTES

- I. The [minutes from September 22, 2020 regular meeting](#) were approved unanimously without comment.

OLD BUSINESS

- I. [Resolution 21-1](#): Outlining Principles and Procedures for Opening Regular Council Meetings to All
 - A. Passed (24 of 27 council members voted; yes-22, no-1, abstain-1)
 - B. Archived on the Council of Librarians [webpage](#) and in [Box](#).

WELCOME NEW MEMBERS

- I. Peter Cohn welcomed Monecia Samuel, the new Research Services Librarian and new member to Council
- II. Hannah Sommers introduced Matthew Bright, the newly hired Director of the Resource Description Group (RDG)

REPORTS, ANNOUNCEMENTS ([slides](#))

- I. Status of the Cluster Hire Search Committee (Bill Gillis)
 - A. In the past year, the Search Committee members recommended 5 candidates for hire in the 5 positions indicated on the slide. The Search Committee is exploring next steps, depending on Dean Henry.
 - B. Updates:
 1. Second Research Services Librarian: Candidate approved and hiring is in process
 2. Instructional Design Librarian: Search Committee recommended candidate to Dean Henry, but position has been put on pause.
 - C. Other Paused Positions:
 1. NEA Archivist, Metadata Librarian for Continuing and Electronic Resources, Digital Services Manager, Research Services Librarian for Undergraduate Research, Software Developer
 - D. Comments:
 1. Hannah Sommers/Leah Richardson: We gratefully acknowledge all of the work that Search Committee members have put into the year long process.
 2. Harald Griesshammer: Why were these positions paused?
 - a) Dean Henry's response: 5 positions at top of slide were approved by RAC; 5 at bottom were not sent to RAC for approval (less immediate need); The Instructional Design Librarian was approved by RAC, and the Search Committee recommended a candidate for hire. But Dean Henry felt that the candidate did not hold the depth of expertise needed to hit the ground running during this



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time of virtual instruction. The Dean decided to replace this librarian position with a staff Instructional Designer position; the replacement currently in process.

- b) Comment: National Education Association Archivist = Hiring recommendation was made by the Search Committee
 3. Question: What are we still waiting on from RAC/Faculty Affairs?
 - a) Dean Henry's responses:
 - (1) NEA (RAC will decide); We have the funding and the pool for this position.
 - (2) CPS Distance Education Librarian; looking into whether the cluster hire pool applicants are eligible for this position
 - (3) USIP Librarian = externally funded; part-time; not council position
 - (4) No current funding for: Metadata Librarian, Digital Services Manager, Research Services for Undergraduate Research, Software Developer Librarian
 4. Question: Is there no money for position lines this fiscal year? Will funds be available next FY? Ex: Eckles .
 - a) Dean Henry's response: We just got our budget for this current year--process delayed due to COVID. Normally, the budget is set in May. LAI will request funding for the paused positions in spring 2021
 5. Question: What is the status of the three positions that recently became vacant (USIP, CPS, Eckles)?
 - a) Dean Henry's response:
 - (1) Holding on Eckles open position.
 - (2) Dean Henry is in conversations with HR to determine if candidates from the cluster hire pool could be candidates for the following positions:
 - (a) Distance Education Librarian position is funded by GW's College of Professional Studies (CPS)
 - (b) USIP Librarian is a part-time position funded by the United States Institute of Peace (non-Council position)
 - (c) National Education Association Archivist position is funded by the NEA
 6. Question: Instructional Design Librarian Line - Will this line remain the same in scope?
 - a) Dean Henry: Funding of this librarian position went into funding of the staff ID position
 7. Question: Are we worried about whether the candidates in the pool are still available? Stale?
 - a) Dean Henry: Positions are still posted--still getting applicants; website has been updated with positions filled; Search Committee member, Jennifer Froetschel is monitoring applications still coming in.
 8. Question: Since the Cluster Hire Search Committee has served 1 year already and has completed their work, could we close down that search committee and nominate a new committee to give a fresh look? And talk about how the cluster hire model worked?
 - a) William Gillis (Search Committee Chair): Search Committee is holding a retrospective meeting this week to make plans going forward. Faculty Affairs would be inclined to not let the committee continue past one year.
- II. University Naming Committees report (Brigette Kamsler, Advisor on committees)



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- A. Work began last academic year when Brigette was an advisor on the Board of Trustees Task Force on Naming. Brigette provided historical research, gave presentations to that group on GW's history of namings and looked at past buildings that had a name change.
 - B. This work led to:
 - 1. Creation of a policy for requesting name changes and a Renaming Framework. The slides list the 6 questions that special committees need to answer when evaluating a request
 - 2. Students created a petition earlier this year which named 5 additional spaces, including the Churchill Center; it has been signed by over 2000 people. These are under review by the President.
 - 3. Creation of two special committees led by the Office of the President:
 - a) Special Committee on the Colonial Moniker
 - i. Chaired by Professor Mary Cheh, of the Law School
 - ii. Lack of information about the moniker
 - iii. Evidence of the school using the words "colonial" and "colonials" in various ways as far back as 1860
 - 1. Colonials name seems to have been coined by the Hatchet in 1927, perhaps following the success of a Colonial Ball held in 1925.
 - 2. George as the mascot appeared in 1948.
 - iv. Committee has held surveys and town halls, guest speakers at weekly meetings from various departments such as athletics, OGC, admissions and more
 - v. This committee is still in the information gathering and reviewing stage
 - b. Special Committee for the Marvin Center
 - i. Committee led by Professor Roger Fairfax of the Law School
 - ii. Brigette answered many questions and provided a lot of historical research for this committee, for example:
 - 1. Marvin's scanned correspondence and links to the Hatchet and the Cherry Tree
 - 2. What was the African American community like in Foggy Bottom before and after GW came in
 - 3. How there had been a number of positions with the medical center that Marvin directed to stop supporting and 70-80 members were asked to resign/fired
 - 4. Marvin firing a professor in the late 1920s because he took Jewish holidays
 - 5. Rule 6 which had to with student freedom of speech and more.
 - iii. The Committee is now drafting their report.
- III. Faculty Stipend for Open Textbook Reviews (Dorinne Banks)
 - A. WRLC Textbook Affordability Working Group has provided all of LAI with access to textbook affordability resources and events for us to share faculty (shown on slides):
 - 1. Open Textbook Workshops for faculty being offered in December



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2. Post workshops, GW faculty attendees are eligible to write a review for an open textbook and receive a \$200 stipend-sponsored by WRLC
- IV. Faculty Senate report (Harald Griesshammer)
- A. Academic Master Plan on Faculty Senate agenda, but not actively being planned right now due to virtual learning/COVID; Provost being pressured by Board of Trustees; We will all need to plan for a post-covid world; Open letter signed by Deans
 - B. Budget: Admin does not plan any more budget cuts; We need to make really good cases on existing positions why a job needs to be filled and pushed; Student recruitment this year not as strong, so next year if we return to more recruiting, more money
 - C. Questions (none)
 - D. Comment: Thanks for update and attendance, Harald

GENERAL BUSINESS

I. Report of the Standing Committees

- a. Librarian Review and Development Committee (Shira Eller)
 - i. LRDC currently receiving reappointment packets (4) this semester and will review over the upcoming month
 - ii. Committee members are preparing for next set of reappointments in spring
- b. Grievance Committee (David Ettinger)
 - i. Committee has nothing to report
- c. Code & By-Laws Committee (Brigette Kamsler)
 - i. Code and Bylaws Committee met to discuss upcoming tasks
 - ii. As mentioned, the Resolution Outlining Principles and Procedures for Opening Regular Council Meetings to All, adopted October 30, 2020 passed
 1. 22 Yes, 1 no, 1 abstain
 2. Email went out to alert people ahead of time so that we could invite others to the meeting
 3. Used SurveyMonkey to run these voting ballots and we have a meeting coming up so that other members of C&B know how to use it
 - iii. Thinking about potential fine tuning of the Code and Bylaws
 - iv. January is typical when we bring forward to proposed changes, not bringing forward anything specific at this time because there is an outstanding backlog at the moment. Waiting until that clears until we propose any potential additional changes.

II. Update from the Dean: Geneva Henry

- a. Provost Blake's email to faculty impacts librarians: Librarians promoted this year did not receive a salary increase with the promotion due to COVID. Provost Blake announced that these salary increases will start in January 2021, in recognition of work done to promote to a higher level.
- b. Faculty Assembly meeting on Wednesday, 11/18 - University Librarian has a vote; Two items on agenda especially relevant:
 - i. Petition of members of assembly that Faculty Senate conduct survey of all faculty on their perspectives of leadership of GW president; after the survey is completed a special assembly will be requested
<https://facultysenate.gwu.edu/faculty-assembly/2020-faculty-assembly/>
 - ii. Voting remotely - according to current guidelines, voting must be done in person--unless there is unanimous agreement that virtual voting is accepted.
- c. Questions:
 - i. Request an update on the Code & Bylaws document that Tyler has been retyping.



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1. Dean Henry's response: almost done and will be sent to the Code & Bylaws Committee to proofread.
- ii. Thanks for promotion compensation. Will raises be retroactive from the day of promotion?
 1. Dean Henry: The Provost's email message says "non-retroactive"
- iii. Is LAI's budget planning aligned with GW's Academic Master Plan?
 1. Dean Henry explained that the Academic Master Plan is just for schools that assess their academic programs; (ex: process to add programs that should be sunsetted). LAI impact = we would need to align all that we do with the program changes that are made in a master plan. The university needs a strategic plan that would be an umbrella over academic changes, but the Provost put this on pause during pandemic.
 2. When resumed, the master academic plan will start with a clean slate at beginning and will set the goals (not have them set ahead of time, with a set agenda)
 3. Incorporation of a research analytics package is an essential resource for a master plan. LAI wants to move forward with this.
- iv. Will LAI do strategic planning? Dean Henry: Not right away.
- v. Question: Harald: Faculty has struck a Deal with provost read about it in official email re: Academic Master Plan

Announcements

Reminder: Proposed workshops are due tomorrow

New Business

There was no new business

ADJOURNMENT

Leah Richardson adjourned the meeting at 3:13