

SAC Agenda/Notes

Date: May 9, 2023; 1pm CT

Location: 204A and via Zoom

SAC Members Present: Alyson V. (Chair), Janina S., Dianna M., Bonnie G., Marisol M. (Secretary), Michelle B.L, Kristen C., Krista O.

Agenda Items


[Old Business: Website Review](#)

[Item 1: Hispanic-Serving Institution Libraries Task Force](#)

[Item 2: Election update / Nominations](#)

[Item 3: Open Floor](#)

Links/Documents

- [Project Priority List](#)
- [Staff Guidelines](#)
- [SAC Website](#)
-  [Committee Vacancies_Nominations_2023](#)

Old Business - Website Review from [April 11 notes](#)

- Brought forth by Bonni G.
- REMINDER: SAC members must submit headshots to Bonnie
- Followup about using the Studio - Janina said we can use the space
Time slots will be scheduled for members to take their headshot if they wish.
- Location options for SAC website:
 - Employment landing page
 - 'About Us' *location agreed upon by SAC*
 - Featured on HR public facing page
- Meeting minutes site - Bonnie will link to PDF versions of the agenda/notes
- An archive subpage will be set up to move dated agenda/notes, while meetings held during current academic year will be accessible via the 'Meeting Minutes'
 - Archive will be set up by fiscal year, and links will be provided for each year.
- Reminder to consider open records requests - the group will look into how many years worth of notes we need to have available.

Item 1: Hispanic-Serving Institution Libraries Task Force

- Brought forth by Marisol M.
- Background: Texas A&M was designated Hispanic Serving Institution status in 2022.
- To be eligible we had to fulfill certain criteria (see: <https://diversity.tamu.edu/HSI>)
- Since receiving this designation and to maintain HSI eligibility, the Office for Diversity are designing their work around 4 priorities:
 1. Translational Research
 2. Transformational Education
 3. Celebrating the Aggie Way
 4. Connectivity to the State, nation, and the World
- The Office for Diversity created an Hispanic Serving Institution Guiding Committee to reinforce the priorities. The individuals in this committee have been assigned a subcommittee to propose initiatives to address 4 areas of focus:
 - a. Cultural - Identify strategies and resources to address campus climate issues
 - b. Scholarship - Explore research and grants offered under Title III and Title V; develop academic programming
 - c. Engagement & Outreach - Develop strategies to increase enrollment, hiring, and retention
 - d. Student Success - Increase higher education opportunities for Hispanic Americans, as well as Black or African Americans, Native Americans, Asian Americans or Pacific Islanders, and Native Hawaiians, and first-generation college students.
- How are the Libraries involved? Julie submitted a plan of action to the Friends of the Libraries that align with the 4 HSI priorities, and we received approval and funding - \$40,000.
- With funding now allocated we will be developing a Libraries task force to guide the implementation of the action items that were proposed. We are expecting to share the charge and membership requirements so that interested individuals can apply, but first we'll share that with the SAC when its ready for review.

- Q: When do the funds need to be spent by?
 - a. Funds need to be spent within a year. The Libraries will be expected to submit a report to the Friends addressing how the funds were spent and the impact so far.
- The Friends proposal is focused on HSI, but over time the Libraries can broaden it out to address other underserved groups on campus.

Item 2: Elections Update / [Nominations](#)

- REMINDER: Call for nominations is open for:
 - Mentoring Committee
 - Professional Development Committee
 - Staff Advisory Committee
 - [Libraries' Inclusion Accountability Council](#)
- Several nominations have come in, additional nominations are encouraged
- Deadline to submit nominations is June 1, 2023
- The SAC is accepting self-nominations and nominating others (with individuals approval)
- Q: Would it be helpful to get nominees if the council sent out an “expected time commitment” for each group?
 - A: The decision will be left to the groups, unsure at this time until they’re formed. It will also depend on the group goals. That will dictate how much work is needed in each committee.
- There’s also a need to share the election process with continuing SAC members; it’s an intricate process and only a few know of it at this time.

Open Floor

- From the University Librarian
 - The State legislature have been reviewing bills that would impact higher education
 - SB18 deals with tenure
 - SB17 deals with EDI offices and initiatives - We’re continuing to talk with the Office for Diversity to make sure that we’re planning EDI initiatives accordingly while we wait for a bill to be passed or rejected.
 - UL spoke with the Deans about changes the Libraries is undergoing. She has one more presentation with the University Staff Council
 - Julie M.B., Susie G., and Mo Tan C. are reviewing the budget, looking where we can streamline, allocate funding for departments for this fiscal year. Julie has requested AULs to provide new budget needs for the next fiscal year. This will be submitted to the Provost.
 - REMINDER: Staff evaluations are open.
 - New positions are posted
 - If you have Ideas for recruitment, you are encouraged to share with the UL, AULs, or HIRE task force (Jessie Simpson, Chair)
 - AULs will be talking with Marketing and HR about recruitment opportunities
 - Virtual information sessions are also being coordinated

- LED scheduling an information session for the 5 learning services librarians for May 22; they are putting together the webinar link and the PPT slide deck; the group is open to sharing the slide deck with other search committees.
 - A question was presented to the group about having a designated space for library employees to view open positions.
 - Thomas V. has a list; we can bring it up with him to see how we can make this possible.
- Engagement Opportunities for Staff
 - Brainstorming opportunities to bring library employees together and/or provide levity. Some examples include: PJ Day, Pie Meetings, Snow Cone Socials,
 - Keep into consideration different dietary needs
- University Staff Council (USC) Meeting REMINDER
 - Scheduled for Tuesday, May 16, at 8:45am CT. Location: GSC 101 B/C and via Zoom
- Upcoming Conferences
 - STEM Librarians South, brought forth by Jessie S.
 - Seeking volunteers to moderate or evaluate proposals. This is a great opportunity to be involved. Opportunities are available for librarians and library professionals
 - It will be held virtually. For more information, see: [STEM Librarians South 2023: Home](#)
 - Texas A&M University System, Virtual Library Conference
 - Registration is now open, see: [TAMUS Virtual Library Conference](#)
- Upcoming Town Hall
 - Schedule for Monday, May 16, at 2:30pm CT via Zoom
 - Marisol M. will be sharing out on behalf of the SAC