Present: David Garman (Chair); Matt Panzer; Sandra Stark; David Ekbladh; Ichiro Takayoshi; Ioannis Evrigenis; Brenna Gormally, GSC Representative; Ex Officio Member: Dorothy Meaney, Director, Tisch Library
Guest: Martha Kelehan, Head of Scholarly Communications and Collections, and Andrea Schuler, Digital Collections Librarian, Tisch Library
Absent: Genevieve Walsh, 2 TCU Senate Representatives (still TBD)

1. Chair’s Welcome and Member Introductions: David Garman, Chair
David welcomed the members of the Library Committee, gave a brief summary of issues covered last year, including the library director’s search and the library’s budget, and asked everyone to introduce themselves.

2. Update on the Digital Design Studio and Digital Scholarship Support: Martha Kelehan, Head of Scholarly Communications and Collections
Martha discussed the department’s reorganization and staff changes. The main reorganization goals include expansion of DDS services and growth of digital scholarship outside of curricular work. Collaboration will occur with Annie Swafford (TTS) on digital scholarship. Richard Fleischer’s position was reconceived. It is now a librarian position - Team Lead for Digital Scholarship. Chelcie Rowell has been hired and will start on 22 October. Chelcie is currently the Digital Scholarship Librarian and History Liaison at Boston College. Prior to that she was the inaugural Digital Initiatives Librarian at Wake Forest. Kylie Burnham and Kim Forero-Arnias, filled Michael Callahan’s and Marc Raila’s vacancies, respectively. Kylie previously worked at Hamilton College, where she was the Digital Media Specialist & Experiential Learning Liaison in the library’s Research & Design Studio. Kylie partnered with faculty designing custom course-based workshops to meet their learning goals. Kim joined Tisch from Emerson College, where she was the manager for the Digital Post Production Labs. She invested in building relationships with faculty to be able to coordinate with them on new technology needs for the lab spaces, as well as to offer workshops to supplement what students were learning in their program. Additionally, Miles Donovan is now full-time as Digital Design Assistant. The focus of his position is to support the DDS and its expanding 3D printing program and use his design skills to enhance library projects like the new library maps and wayfinding signage. Once Chelcie has settled in, she will engage the Library Committee, faculty, and other partners in conversations about the digital scholarship landscape at Tufts. Library Committee members requested that DDS staff join one of their meetings to talk about their roles and responsibilities. Members suggested that DDS staff go to department meetings, too, to present and discuss ways that faculty can envision ways to engage DDS services and staff expertise.

3. Update on the Single-Service Point Model and the Student Training Program: Dorothy Meaney
Dorothy and a team of people from Access Services and R&I attended a multi-week Design Thinking workshop, which helped them to develop a new student training program for new and returning Access Services student workers. The day-long student training took place in September and included an assessment of the training as well as follow-up. Broadening student staff responsibilities to enable changes such as opening earlier on the weekends is one goal of the program.

During the first two weeks of the semester, our librarians made themselves available to come to the front desk, as needed, during their virtual reference shifts. This is a high-demand time at the front desk, and a lower-demand time for librarian teaching and consultations. It
provided a pilot of sorts for adapting our service model as user patterns change during the semester. We are discussing the possibility of having a “pop-up reference desk” during the busier late-semester weeks.

Members raised a couple of issues that needed to be addressed further in student and staff training: instructions for using the microfilm machines; student workers telling class participants that books on Reserve weren’t there when they were.

Work continues to enable G Level door card access to the library. The building access hardware and software was 20 years old and overloaded by the data input. The technology has been replaced. TUPD is working on loading the data now.

4. Libraries’ Organization Review: David Garman
Discussion revolved around information in the DeEtta Jones report (see attached). Members agreed that the Tufts Libraries would benefit from more centralization and having one voice, such as a University Librarian, who would represent the libraries in discussions with the Administration and work with all of the library’s constituencies. Tufts Libraries Council (TLC) is also re-examining and discussing the report, recently revisiting the SWOT analysis to identify relevant changes since it was done five years ago. TLC also met with the provost search committee about how the libraries can be involved in the search. This is an optimal time to discuss the structure of Tufts libraries.

Library Committee members are committed to moving forward to advocate for a more unified library system and the creation of a University Librarian position. Three action items were put forth: 1) have conversations with the interim Provost; 2) collaborate with TTS and DISC; 3) form a sub-group to work on advocacy strategy and meet with TLC. [Yannis and David E. expressed interest in being part of the subgroup.] It was also recommended that the committee made sure the Deans of all of the schools were comfortable with a more centralized model.

5. Digital Collections: Andrea Schuler, Digital Collections Librarian
Andrea’s work with faculty and students includes capturing, preserving, and openly sharing scholarship created at Tufts as well as educating the community about copyright, authors’ rights, publishing, and scholarly sharing. Among the goals of her position are:
- focusing on unique, local collections in the library
- making scholarship openly available where it might otherwise be locked behind a paywall or not available at all
- supporting the scholarly communication needs of our community – i.e. - increasing access to work, sharing work that otherwise isn’t formally published, meeting grant requirements, hosting papers so that faculty and students do not have to be responsible for this
- creating a community that is knowledgeable about their rights to their work as well as empowered to exercise those rights. This issue is important at all levels, from undergrads to senior faculty members.

With respect to faculty scholarship, Andrea works with both published and unpublished work. Papers can be shared through the Tufts Digital Library (an open repository for Tufts-created work, library collections, and archival collections, whose content is available worldwide) where they will be assigned a permanent URL. In turn, they will appear in google search results, can be linked from websites, and can be shared with others who don’t have subscription access. Additionally, she provides outreach for new publications to faculty & grad students, and she can review a full CV if there is interest. She will ensure that only the versions that publishers allow are shared. [ResearchGate has been issuing
takedown notices for versions that faculty post that are not in compliance. Work that is not necessarily article-based - unpublished work, conference papers, supplemental work, teaching objects, etc. - can be self-deposited using this form, which can be found on this page on our website. See also the Tufts Digital Library FAQ.

With respect to student scholarship, Andrea has worked with faculty and colleagues to identify selected, high-quality projects that are transformative and provide new access to information that might be used by students and scholars in the future. These works currently include original research (data, oral histories), large amounts of material that have been synthesized into a new form, theses, and juried work. As a result, work that is high value and might otherwise disappear is captured. Sharing student scholarship also creates a real-world situation to teach skills in copyright, open access, licensing, and access to information. Additionally, students see their place in the scholarly ecosystem as producers and not just consumers of scholarship. Furthermore, students can point to their work online, in CVs, portfolios, etc. Andrea will connect with Brenna to broadcast the information to the grad students.

Andrea offered the following discussion questions to committee members for feedback:

- What does your workflow for submitting manuscripts look like?
- Where are you sharing your work? What barriers are there to sharing? What needs do you have that aren’t being met?
- What do you think about the idea of sharing student work?
- Can you imagine a place in your classes to work with students on issues of copyright and scholarly sharing?
- How should the library get the word out?

Andrea is available to meet with departments or groups, and would like committee members to suggest the most effective information dissemination tools and strategies. Sandra suggested that Andrea do a live interview to be broadcast from the SMFA Library “radio station,” which could be recorded and rebroadcast.

The meeting was adjourned at 12:05 PM. The next Library Committee Meeting will be on Thursday, November 15th, at 10:30 AM in Tisch Library’s Conference Room 204.