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| Agenda | Start-up at 12:03 |
| Approval of meeting minutes from 4-6-16 | Not available, tabled until next meeting. |
| Changes in the AISAC membership | Karen Stulz looking for a replacement due to not being able to attend meeting. Matthew Frank (English) is interested. Questioning whether there is a need for nine members on committee. |
| Discussion of AIS reorganization (Leslie Warren) | Reorganization within the library. * AIS: Significant change is help desk is moved to part of Micro-Repair/IT.
	+ AIS has four components: CTL, Library, Archives, Beaumier U.P. Heritage Center
	+ Of Note: UP Beamier Center is not partnered with the Alumni office and Welcome Center, however located in same area.
* Archives has provided record management previously.
	+ Board approval to move University Record Management to Joe Compton no longer under Archives. Makes more sense to be linked to this area (internal auditor)
* Sara Kiska (Record Analyst) left NMU and will be replaced. NMU needs to digitize university records.
	+ FOIA (Freedom of Information Act) compliance
	+ Issues with email retention.
	+ Retention record-used to be on the archives website, but where is the record located on (<http://www.nmu.edu/riskmanagement/records-retention-and-dispositon-schedules> ).
	+ There is a database for these records.
	+ Jill Compton-still learning-but in the process of taking over.
* Library has made other changes
	+ Lost Collection Development Position with last set of budget cuts (waiting on budget and strategic planning).
	+ Shuffled collection management from Doug Black (position was eliminated by Academic Affairs) to Krista Clumpner, Mike Burgmeier has taken on some of Krista’s role.
	+ Mike Burgmeier is taking over the roles of web developer/system analyst. Mike will not be working at the desk.
	+ Looking to eliminate Sarah James continuing faculty position (Public Services Librarian-working with K-12 collection, NAS, and \_\_\_\_). There are some vacant staff positions or cut acquisition budget-proposed instead to eliminate continuing faculty position. The staff positions are needed skills set for the library. Would have to look at closing on Saturdays if not filled.
	+ Secretary for AIS Dean is retiring and needs to be filled.
* Discussion of committee: re: Sarah James’ position being deleted, but what about the duties….The duties were given to other tenure earning faculty.
* Library is trying to embrace that they have a lot of things that they can do. Strategic Planning was able to give direction and guidance. They are doing things that they know that the campus community is needing. Mission has been changed and will be taken to EPC.
	+ They did a program for NMU retirees.
	+ They have an art fair from faculty and staff.
	+ They are having a family friendly event for Homecoming as the library has not been involved previously. (Bagels and books, local children’s author to read a story, focusing on animal adaptions to the seasons).
* Discussion of committee regarding library hours: Posting for the library and available to staff and students, not updated yet, but that they would work to get this accomplished.
* Discussion of committee regarding if the strategic plan was changed.
	+ It was noted that within scholarship and literature, a new item: productions of digital scholarship. More student digital projects.
	+ More workshops regarding scholarship and associated communications.
	+ Looking to expand the reach of the archives.
	+ Redesign the library website and digitize more of the library materials.
	+ Allow community to check out books (age 14 years old and over)-print versions only).
	+ Looking to redesign the library and Leslie is working with Plant Design regarding this. The full renovations are not a priority at this time. University has taken them off the list for the capital outlay, hoping for funding to redecorate the library. The development and fundraising will be visible to alumni-increased access to our databases. Promotions-looking for more internal and external groups. Looking for facilitation center with the Center for Teaching and Learning. Student workers-try to engage them more in the library (students have been engaged by having a table at Fall Fest and getting homecoming ready (t-shirts, etc.).
* Librarians have looked at different ways to interact with students.
	+ Trying to engage the librarians during the high-need times and look at other ways to interact with the student body during the low-need times.
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| Call for future actions and discussions | * Discussion of Committee: regarding how to best serve AIS?
	+ Asked to look through the strategic plans that really seem an area that we would like to be involved in. Where can we make an impact or see excitement for AIS? How can we get the Academic Senate to push ideas and projects forward to help AIS?
* They have to curate resources, but they also want to help with scholarly projects, digital projects, and expand AIS services to meet the needs of the community that they serve. Student involvement is great for the AIS community. How do we get other departments to help in the initiatives for AIS growth?
* Evaluating to ensure the access is appropriate for community members and within any “sharing” guidelines.
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| Announcements | No announcements at this time. |
| Good of the Order | Nothing provided at this time. |
| Nine member rule | Looking for clarification on need for nine members (Robert Belton will seek further clarification).  |
| Adjournment | @12:58 Motion made by Mike Burgmeier/ Seconded by Vic Holliday/ Motion Carried.  |