Senior Leadership Team Meeting
Staff Edition
April 17, 2019

1. Approve minutes from last meeting
   a. Minutes approved

2. Approve LAI organizational charts (Robin)

3. Round of updates on vacant positions
   a. Geneva
      i. AD position (librarian search) has been posted for a few weeks and should open up on Monday, April 22
      ii. Digital Services Manager position search to start in near future
      iii. NEA Project Archivist (donor-funded) position will need librarian
      iv. Senior Library Assistant, Archives position needs to be filled
      v. Library Associate (GRC P/T) position needs to be filled
      vi. NCLC Director position has received some applications and will begin interviews in the next weeks
   b. Guy
      i. ID Director position is down to half a dozen candidates currently working on written assignment
      ii. Instructional Development Specialist - We are getting to re-post the position as soon as possible. The position reports to Alex. Alex is back in the office as of Monday.
   c. Hannah
      i. Collection Strategist (librarian) position description draft will be ready soon
      ii. Data Services Librarian position is waiting for application pool to close
      iii. Software Developer position currently being filled as contract position
      iv. Metadata Services Librarian position will be recruited as a librarian
   d. Jared
      i. Project Manager has been hired, will start Monday (Peter Brasdovich)
      ii. Project Coordinator position is looking to expand applicant pool
      iii. AV Technician position (VSTC) being recruited with a mind toward dual-purpose work
      iv. Systems Administrator position has just moved into interview stage
   e. Robin
      i. Director, Academic Commons position has seen a strong applicant pool and is down to finalist interviews

4. DAR restructure (Tracy)
   a. Centralized fundraising team (two prongs)
      i. Family philanthropy
      ii. Major gift / central development team
         1. Will cover broad, cross-university initiatives
a. LAI, scholarship, dorms, Hillel, etc.
b. Tracy will head up one of these prongs: the new major gift/central development team. Casey is moving with the team, as well.
   i. Move will happen gradually, starting with hoteling over the next few weeks
c. Tracy and Casey will continue to support LAI, but will no longer have offices in Gelman Library

5. “Affinity Groups” and Research and Instructional Technology (RITC) re-launch? (Guy)
   a. Affinity groups present opportunities for strong relationship-building
      i. FAST, school-based groups, etc.
   b. Process for vetting learning (and research?) technologies
      i. Multi-stakeholder group - meeting quarterly? - might be useful...
      ii. RITC was a faculty-led group that might have had this mandate
          1. JJ: Going back farther, Administrative Technology and Instructional Technology committees were formed as decision-making bodies to evaluate tech
      iii. New group (new name) would be good
          1. Could be a brown bag forum, LAI-led, informal, etc.
          2. Might capture faculty feedback and dialogue around ideas brought back from conferences
          3. Could also provide venue for vendors to present at standing (quarterly?) times
          4. Name: ‘learning environment’?

6. Check in on incubator planning/research