

AAHSL New Academic Health Sciences Libraries (NAHSL) Committee

Annual Meeting Minutes October 27, 2014

Note: As there were conflicts for Committee members with the scheduled time slot for Committee Meetings at the AAHSL Annual Meeting in Chicago November 7th, 2014 the Committee decided to hold its Annual Meeting by phone conference using AAHSL's audio conference service.

Attending: Committee Members – Nadine Dexter (Chair), Liz Lorbeer, Joanne Muellenbach, Patrick McCarthy, Debra Rand. Other NAHSL Directors – Kathleen Carter, Barbara Miller, Tiffany Moxham, Barbara Shearer, Matthew Wilcox.

Excused: Committee Members – Nancy Bulgarelli, Shannon Jones, Bradley Long

The Annual Report prepared by Nadine Dexter was sent to the Board Liaison, Neville Prendergast and also to the Committee and librarians on the NAHSL Committee listserv.

Members reported on their formal and informal activities advising representatives from the new schools in the applicant, candidate, and even pre-applicant status. This includes health science librarians already identified by the schools to plan libraries as well as main campus librarians, and administrative staff at the prospective schools. Requests for advice may come via the AAHSL Office or directly to known library directors at new schools. Some contacts have led to a formal paid consultation. Some schools contact more than one library director for advice. The Committee discussed: the boundaries between informal advice (primarily phone calls) and longer term relationships, a potential team approach to refer to library directors according to designated topic expertise, tracking of contacts, importance of joining AAHSL if not already members.

Actions:

Nadine will explore if there is an AAHSL policy regarding consulting.

Debbie will ask AAHSL Office to notify the Chair of NAHSL Committee when they are contacted by a new school for advice.

Debbie will draft a spreadsheet that can be utilized to track our contacts with new libraries.

Committee membership status was clarified. Committee members are appointed by the incoming Chair of AAHSL. There is a call to volunteer for committees usually in early spring. The Committee meetings (in-person or via phone) are open to other librarians for informational purposes and to share topics of concern. Those participating must be from schools that have at least entry level (New Medical School) membership within AAHSL (\$500 dues). It was noted that the AAHSL website lists the categories and benefits of each level of membership. There is a category of Developing Medical School (no dues) which allows access to the NAHSL listserv. Note: These categories were recommended by the original task force for NAHSL and were subsequently approved by the AAHSL Board.

Potential webinars or other types of educational modalities were discussed. One idea is to schedule a webinar consisting of a series of brief (7-10 minute) presentations on various topics of expressed interest. However there was concern that pre-packaged topics may not meet the immediate education needs. Peer mentoring was suggested that would need coordination based on topics of expertise and/or stage of medical school development. An important topic is “birthing of a library” particularly in relation to the organizational culture around “startup institutions”. The Committee conducted an educational needs survey in the fall of 2013 which needs to be updated and sent to all new schools in the pipeline, from pre-applicant to provisional.

Actions:

A new survey will be developed and sent by AAHSL’s Survey Monkey subscription. Nadine, Joanne, and Patrick agreed to draft the survey and will share with the rest of the Committee for review and comments. They will also confirm contact information for the targeted recipients.

Debbie will confirm software available from AAHSL Office to conduct a potential webinar. Since osteopathic schools can be members of AAHSL we need to check if there are new schools in their pipeline that should be contacted. Debbie will confirm with AAHSL Office/Board.

The benefits of utilizing the AAHSL Statistics for benchmarking among the new schools was confirmed. An announcement will be placed on the listserv encouraging all to participate.

Participants agreed that an informal meeting for sharing stories and concerns would be beneficial at the AAHSL Annual Meeting in Chicago. The best time to schedule it is after the reception at the Galter Library on Friday evening. Debbie will arrange for a meeting place and inform the group via the listserv as well as announce at the AAHSL Business Meeting.

Note: Galter Library will host us in their Administrative Conference Room from 7:00 p.m. – 8:00 p.m.

Meeting Adjourned.

Submitted by:

Debra Rand
Committee Chair-Elect