

**AAHSL Future Leadership Committee Meeting Nov. 11, 2016**

**Grand Hyatt Seattle Hotel, Stevens Room**

**7:00 am – 8:30 am**

**MINUTES**

**Attending members: Terms expiring in 2016 (outgoing):** Tania Bardyn, Immediate Past Chair; Teresa Knott; Debra Rand. **Terms expiring in 2017:** Sandra Franklin, Chair; Donna Berryman; John Gallagher. **Terms expiring in 2018:** Eric Albright, Incoming Chair; Darlene Parker-Kelly; Joanne Muellenbach. **Terms expiring in 2019 (incoming):** Amy Lyons; Paul Schoening (Chair Designate). **Board Liaison:** Nadine Dexter. **Program Director:** Carol Jenkins. **Absent:** Cynthia Robinson (2016); Jonquil Feldman (2019).

**Welcome and Introductions.** Sandra Franklin welcomed everyone and there was a round of introductions.

**Report from Board Liaison.** Nadine Dexter expressed the Board's 100% support for the work of FLC as one of AAHSL's major initiatives. This year a priority is to recruit a replacement for Carol Jenkins, who intends to leave her position after graduating the current 2017 Fellows class (October 2017). The Board suggested that by the February Board meeting, the FLC name a small task force to recommend a succession plan. Members need not be limited to FLC members. If needed, the Board is willing to consider any options put forward, including a full time director, naming an interim director, changing the Fellows Program to alternate years, or other ideas. As a co-sponsor of the Fellows Program, NLM will be involved in hiring. The Board also supported these other FLC recommendations: moving responsibility for data management scholarships to the Research Committee and planning how to offer NDS more frequently in a simpler format.

**Review of 2016 accomplishments (see FLC Annual Report for details)**

- a. Fellows Program (Working Group: Albright, Bardyn, Franklin, Muellenbach, Berryman, Jenkins) Sandra Franklin reported that five 2016 Leadership Fellows graduated on 09/21/16 after an outstanding year; and Eric Albright reported that the Leadership Fellows Program that began 11/10/16 in Seattle is off to a good start. The Fellows this year will help pilot test an evaluation product from the Nexus Project; and have begun using some content from that project.
- b. New Directors Symposium (Working Group: Robinson, Dexter, Rand, Albright, Bardyn, Franklin, Jenkins). Debbie Rand reported that 29 new directors completed the NDS program on 05/14/16 in Toronto and that evaluation results are positive. There is interest in offering the NDS more frequently than every three years, and the committee recommends considering whether a simpler version could be managed every other year as long as there is a sufficient pipeline of new directors.
- c. MLA CE Course Do You Want to be a Director? (Tooey, Heilemann). MJ Tooey joined to describe the current course, which she and Heidi want to revamp to offer in 2018. They want to add a third instructor to provide a more diverse team. They are also considering a 'lite' version that could be offered at chapter meetings, which has been requested. Carol mentioned that this course evolved from AAHSL's overall leadership plan, at the introductory level. Amy asked if the audience is aspiring directors or leaders at other levels.

- d. Scholarships (Data and Leadership) (Gallagher, Albright, Bardyn, Franklin, Jenkins). John Gallagher reported that both scholarship processes worked smoothly this year. The AAHSL Office is following up on collecting reports of data management awardees and getting them posted on the web site. The committee recommended that responsibility for data scholarships move to the Research Committee, which the Board approved and asked us to share our criteria and selection procedures with that committee.
- e. Recruitment Guide (Knott, Parker Kelly, Albright, Bardyn, Franklin, Jenkins). Teresa Knott reported that the revised guide is nearly ready to publish after a thorough revision. Carol added that comments from external reviewers were very helpful. A strategy is needed to market the guide and make it more accessible to recruiters. In addition to publishing it on the AAHSL web site, we could also share it with recruiting firms.
- f. Marketing (Berryman, Albright, Bardyn, Franklin, Jenkins). Donna Berryman reported that there were a few tweaks to marketing for the Fellows program but no progress on finding new markets.
- g. Nexus Project (Jenkins). Carol Jenkins noted that progress on Nexus this year includes development of leadership curriculum material, an evaluation tool and process, and other content. She shared the Layers of Leadership document developed in cooperation with the Center for Creative Leadership and said it is being used with the Fellows class this year. They will also help pilot the evaluation tool. She serves on the Advisory Board for this project.
- h. Program Management (Franklin, Jenkins). The committee chairs and Program Director oversee and coordinate all the Future Leadership Committee programs with support from the members. The AAHSL Office provides logistics and web support. These relationships work well, and will be evaluated as part of recruiting a new program director.
- i. Discussion of 2017 Goals and Working Groups (Albright). Eric Albright identified the goals below and asked for committee members to indicate to him if they are interested in working in one area or another. He will form working groups where needed.
  - a. Ensure ongoing funding from NLM for LFP post 2017
  - b. Administer and evaluate LFP 2017 and select 2018 class
  - c. Award leadership scholarships
  - d. Evaluate products of Nexus II Project for usefulness to LFP
  - e. Review and update strategies for MLA CE Course
  - f. Review/improve FLC marketing of programs
  - g. Determine schedule and plan for future New Directors Symposia
  - h. Recruit a replacement for Program Director prior to 2018 class orientation
- j. Appreciation to outgoing members. Sandra Franklin thanked the outgoing members for their efforts on the committee and their commitment to its overall success.

Minutes by Carol Jenkins, approved by chairs December 14, 2016