

## Meeting Minutes

**Committee:** University Library Committee

**Date:** November 7, 2025

**Location:** Microsoft Teams

### Attendees

- **Present:** Jennifer Marie Duis (Chair),  
Alana Kennedy (Dept. of Educational Psychology),  
Cynthia Childrey (Dean and University Librarian)  
Haylee McElroy (Dept. of Dental Hygiene)  
Marinela (Dept. of English)  
Janice Sweeter (Strategic Communication)  
Louis Cirelli (Construction Management)  
Pamela E. Stetina (College of Nursing),  
Greg Stock (Frankie College of Business)
  - **Guests:**  
Kristina Rosenow (Cline Library's Executive Assistant)  
Theresa Carlson (Cline Library's Head of Collections and Discovery Services)  
John Joseph Doherty (Cline Library's Associate Dean)  
Jill MK Friedmann (Cline Library Assistant Dean)
- 

### 1. Call to Order & Introductions 3:00PM

Chair Jennifer Marie Duis called the meeting to order after establishing a quorum (7 votes confirmed).

- **Introductions:** Attendees introduced themselves and shared Thanksgiving plans.
- **Cynthia Childrey** noted she would depart early for homecoming events.

### 2. Approval of Minutes 3:08PM

The minutes from the previous meeting were reviewed.

- **Correction:** Page 1, third line from bottom: change "on his use" to "on classroom use of AI."
- **Motion:** Louis Cirelli moved to approve the minutes with the noted edit.

- **Second:** Marinela.
- **Vote:** Passed unanimously.

### 3. Presentations

#### A. Interlibrary Loan (ILL) Changes 3:11PM

Theresa Carlson presented updates to the document delivery service (now using "Rapido")

**Overview:** Over the summer, Cline Library transitioned interlibrary loan/document delivery to Rapido, now integrated with OneSearch/catalog. The service supports largely unmediated requests so that the system automates routing and fulfillment—especially for electronic articles/chapters—resulting in faster delivery times (often under the 24-hour estimate).

**How to use:** Begin at the Cline Library homepage search box. Perform topic searches (example used: “ballet and dementia”), then click “Expand your search” to include items beyond immediate holdings. For items not owned, select the blue “Get it” button (“Get it from another library”). For books (example: \*The Daily Stoic\*), users may request the physical item or faster digital delivery of a chapter.

Streaming video: Due to licensing, libraries cannot borrow streaming access from other institutions. A specific case showing “available online” was likely a cataloging error; DVDs may be available physically.

**Costs:** Too early to assess semester totals; tool cost considerations remain, but overall service efficiency is expected to improve.

Website status: Members should currently use the legacy site for reliable access (legacy.nau.edu links), with a redirect available via nau.edu/library. The library plans to migrate content over winter break to an im.nau.edu location for improved indexing.

#### **Q&A Highlights:**

- Pam Stetina asked about an 8-minute video showing as “available online”; Due to licensing, libraries cannot borrow streaming access from other institutions. A specific case showing “available online” was likely a cataloging error; DVDs may be available physically.
- Louis Cirelli noted fast turnaround in practice and asked about cost impacts; I can't say for sure yet, just because we don't have a semester of data. The tool itself will save us money.
- Janice Sweeter asked about navigation to the library web presence; guidance was to use legacy.nau.edu or nau.edu/cline (which redirects to legacy).

## **B. Library AI Hub 3:23PM**

John Joseph Doherty presented on the new "AI Hub," funded by a \$100,000 donation.

**Concept:** Using a \$100,000 donor gift (Innovation Fund), the library will establish an "AI Hub" in the current Museum of Democracy space (museum relocating to the Union around Nov. 21). The hub will provide an open, collaborative environment for students, faculty, staff, and community members to explore generative AI, build literacy, and receive support.

**Space & Technology:** Plans include demolishing the old Ask Us desk section to open the lobby flow; installing a large 180-inch "Newline" display for presentations and showcase content; seating for ~45; and classroom-standard technology donated by ITS (approx. \$50K of NAU classroom gear) for presenting/Zooming. The layout evokes an approachable, drop-in, cafeteria style model, staffed by ~5 student AI ambassadors plus the AI Initiatives Librarian. Partners include the Lumberjack Writing Center, ITS, and HR Learning & Career Development (workshops on AI productivity).

**Timeline & Events:** Preview planned for Teaching Day (theme: Teaching with AI) on January 8, 2026; grand opening targeted for Thursday, January 15, 2026, 4:00–6:00 PM (snacks/punch; no alcohol as Cline Library is a public building). Invitations to senior leadership (President, Provost) are anticipated.

## **C. Maker Lab Expansion 3:41PM**

Jill MK Friedmann provided an update on the expansion of the Maker Lab and the relocation of the Venture Studio, made possible by donor support via the Libraries Innovation Fund. The project addresses the high demand for the space from faculty, classes, and student workshops, which currently exceeds the existing 20-person capacity.

### **Key Project Details:**

- **Capacity Increase:** The renovation will expand the student use space from 20 seats to 68 seats by extending the current footprint.
- **Venture Studio Relocation:** The Venture Studio will move from the Practice Presentation Studio to a new space adjoining the Maker Lab, connected by an internal door.
- **Construction & Design:**
  - **Walls:** The project utilizes "DIRTT" (Do It Right This Time) modular walls, featuring a mix of clear glass for visibility and writable glass surfaces.
  - **Accessibility:** The space will be furnished with height-adjustable workbenches to ensure accessibility for wheelchair users.

- **Power:** Retractable extension cords will descend from the ceiling to service the new tables, as floor power is unavailable in the expanded area.
- **Technology Additions:**
  - Additional computers will be installed to support new **seated VR stations** (distinct from the standing "play stations").
  - ITS has provided a large mobile display screen to supplement the existing ceiling-mounted projector.

#### **Timeline:**

- Preparatory work will begin over **Winter Break**.
- Modular wall installation is projected for **late January**.
- Disruption is expected to be minimal due to the low-noise nature of the modular installation.

### **4. Committee Business**

#### **A. Election of Officers 3:47pm**

##### **Election of Chair**

- Jennifer Marie Duis expressed willingness to continue serving as Chair. The floor was opened for additional nominations, but none were brought forward.
- **Motion:** Louis Cirelli moved to re-elect Jennifer Marie Duis as Chair.
- **Second:** Greg Stock seconded the motion.
- **Vote:** The motion passed with 7 votes in favor. Jennifer Marie Duis abstained from voting.

##### **Election of Assistant Chair**

- Current Assistant Chair Janice M. Sweeter expressed willingness to continue serving. The floor was opened for additional nominations, but none were brought forward.
- **Motion:** Louis Cirelli moved to re-elect Janice M. Sweeter as Assistant Chair.
- **Second:** Pam seconded the motion.
- **Vote:** The motion passed by a voice vote with no opposition.

#### **B. Amendment to Bylaws (Meeting Schedule) 3:50PM**

- **Discussion:** The committee discussed the difficulty of achieving a quorum when meetings fall on the Friday immediately preceding Spring Break.
- **Proposal:** Add language to the bylaws stating that should a meeting fall on the Friday before Spring Break, it will be moved to the Friday *following* Spring Break.
- **Motion:** Louis Cirelli moved to add the proposed sentences to the bylaws.
- **Second:** Pamela E. Stetina.
- **Vote:** Passed unanimously.

## 5. Discussion & Feedback

### Recording Studios 3:52PM

**Pamela Stetina** provided feedback regarding the Library Recording Studios.

- **Issue:** Recent updates resulted in studios being equipped exclusively with Mac computers, creating accessibility barriers for PC users.
- **Action:** Request for the library to ensure at least one studio is accessible/equipped for PC users.
- **Commendation:** Stetina gave kudos to staff member Andrew and Dadric for their exceptional assistance in resolving the technical issues.

## 6. Announcements & Future Business

### Events and Exhibits

- **"You Say You Want a Revolution":** Moving to the Union.
- **"The Allure of Light":** David Muench photography exhibit in Special Collections (through Summer 2027).
- **Route 66 100th Anniversary:** Installation coming January 2026.
- **Website:** Reminder to use the legacy URL: [nau.edu/cline](http://nau.edu/cline).

### Next Meeting

- **Date: March 20, 2026** (Moved from March 6 due to the new bylaw).
- **Time:** 3:00 PM.
- **Proposed Agenda Items:**

- Indigenous Knowledges in the Digital Learning Library (7 Generations Initiative).
- Open Educational Resources (OER).

## **7. Adjournment**

- **Motion:** Louis Cirelli moved to adjourn.
- **Closing:** Chair Duis thanked the members. The meeting adjourned at approximately 3:57 PM.