

Present: Drs. Abraham, Bertagnolli, Born, Bourdeaux, Burnett-Bowie, Chang, Da Silva, Daley, del Carmen, Donoff, Ferran, Fishman, Galaburda, Gauferg, Howley, Khoshbin, King, Klig, McNeil, Podolsky, Poussaint, Richardson, Rose, Taqueti

Guests: Drs. Bates, Martin; Mss. Doyle, Vild, Williams; Mr. LeBlanc

Staff: Mss. Hecht and Vild; Dr. Lensch

Dean Daley called the meeting to order at approximately 4:05pm.

He pointed out that there is a discussion and reception starting at 5:00 for the new Transit Gallery exhibit hanging downstairs in Gordon Hall. The event is sponsored by the Countway Library of Medicine and the HMS Office for Diversity Inclusion and Community Partnership. He spoke briefly about the artist, Zoe Perry-Wood, and the exhibit. Zoe Perry-Wood is a Massachusetts-based social documentary photographer who was educated at Mass College of Art and Design. She has exhibited her investigations of mainstream groups and non-conforming subcultures both across the US and internationally. The selection of archival pigment prints on display at HMS are the result of a ten-year project photographing the Boston Alliance of Gay & Lesbian Youth (BAGLY) Prom. As she says, "Although they may not dwell in the mainstream of the larger culture, these youth are not exotic subject matter. They are our children, grandchildren, nieces and nephews, and students in the classrooms of our high schools and colleges. It is up to us as adults to not only support youth identities and self-expression, but to celebrate their courage, imagination and exuberance. This project is based in the hopeful idea that one day such an event may not be necessary." The artist discussion begins at 5:00 in Goldenson room 122 with the reception kicking off just downstairs in the Transit Gallery at 6:00. He encouraged Faculty Council members to participate following the adjournment of the Faculty Council meeting.

Next, Dean Daley asked for and received acceptance of the minutes from the January 9, 2019 meeting with one minor edit. Approved minutes are located on the Office for Faculty Affairs Faculty Council website: <https://fa.hms.harvard.edu/faculty-council>.

Dean Daley announced the results for the election for next year's Faculty Council Vice Chair. Dr. Kathy Rexrode was elected to serve as Vice Chair. He thanked Dr. Jay Fishman for running.

Dean Daley reviewed the meeting agenda. The first presentation is a discussion on the Countway Library. Then the second item involves next steps on the Faculty Council's role in reviewing the membership of HMS's 11 standing committees.

Dean Daley introduced Dr. Elaine Martin, who joined the Countway Library as Director and Chief Administrative Officer in 2016 after running the Lamar Soutter Library at U-Mass Worcester for 18 years. Dr. Martin oversees and manages a complex organization containing one of the largest collections of both current medical research materials and historical and rare

collections in the world, holding more than 630,000 volumes. The Countway Library serves the entire academic communities of Harvard Medical School, the Harvard T.H. Chan School of Public Health, and the Harvard School of Dental Medicine. Of note, as our affiliated hospitals have closed their own in-house libraries over the past several years, faculty, staff, and even patients increasingly look to the Countway for information and services. Dr. Martin is joined by Mr. Rich LeBlanc, who has been with HMS for over 20 years and is a mastermind of space renovation, staging, and use optimization. HMS is very space constrained and yet, Mr. LeBlanc finds a way to stage “the dominoes” as he puts it so that we are able to move ahead with campus-wide plans for densification and renovation.

Dr. Martin spoke about common themes that came up when talking with students and faculty across all three Longwood Medical Area schools which became guiding principles for a 21st century health science and medical library:

- Multi discipline core of research, learning and education
- Vast array of resources available that supports students
- Bring people together through knowledge, expertise and community
- Dedicated quiet space for an alone, together environment for maximum study potential

The Countway Library is a location that supports and reflects HMS Strategic Goals of promoting innovation, discovery and academic excellence; increasing collaboration; enabling successes through developing people, process improvement and advanced technology; building a culture of diversity and inclusion; organizing our intellectual community to solve societal problems. They do this through the fostering of teaching and learning; scholarship and discovery; clinical service and leadership; support services and culture.

Dr. Martin discussed results from surveys about Countway’s strengths and identified five pillars:

- Research & Education
- Resources & Access
- Information & Resource Specialists (staff)
- Classes & Events (most popular area on their website and include author talks and book signings)
- Community & Space (however Dr. Martin also mentioned that they type of spaces was also a weakness).

In response to feedback, the new initiative, “Countway Cares” formed. The Countway Cares platform grew from collaborative discussions around how to let users know that Countway Library of Medicine is more than just research, knowledge, or a place to study. It’s a community hub that supports everyone through a vibrant culture of learning, enrichment, and wellness. Dr. Martin discussed wellness activities ranging from paint night for students to therapy dogs, yoga and concerts in the library and community building events such as gaming and Nintendo space, artists’ talks and fireside chats.

Dr. Martin discussed the survey graduating students take which shows that HMS students' satisfaction with the Library has consistently ranked lower than other Medical Schools nationally. The student satisfaction with specific Library programs has also consistently ranked lower than other Medical Schools nationally. There are hopes that changes being made to Countway will improve these scores.

In talking about the Countway's weaknesses, space was the recurring theme. Through surveys, they have found a majority of feedback requesting a coffee shop in the space. Updates to the lighting, carpets, paint, furniture, restrooms, etc. are needed. The technology is dated and internet is slow in the basement; highlighting a need to update technology infrastructure. With regards to study space, common feedback was there are not enough study rooms and that there is a general lack of seating and study space.

Dr. Martin highlighted some follow-up on space comments and programming and gave an example of what they're doing to make the Library more welcoming, like the April 2017 blind coffee taste test.

Time was spent to research and gather data for programming which assessed the existing space. In response to the research for programming, they identified three themes that reflects what the community told them:

1. **Create** an inviting, active, collaborative, student-focused 21st century library responding to user needs
2. **Provide** new services, and ways of delivering to the Longwood medical community and beyond
3. **Advance** community service, education and research goals and space aligned to the larger institution and mission of the school

Next, Mr. LeBlanc spoke on how to achieve this. They need to increase patron spaces including in the lower stack space. He spent time showing changes they plan to make to the first level which will increase the public space by adding a main entrance from Huntington Ave, a public café, and two security entrances into the Library. The new floorplan would connect communities, provide impromptu interactions, and provide food and beverage amenities in addition to event and multipurpose space. It would also provide increased seating, more restrooms and better security access. Mr. LeBlanc noted that the café area would be open to the public, but assured the Council that there would be tight security to enter the actual study/library space; a topic of concern brought up by several Faculty Council members.

He reviewed reorganizing the second floor which would improve study spaces and collocate staff resources. The lower level is mostly stacks today with small study spaces. The stacks would be changed and they would create multi-use instruction space and dedicated collaboration space and group study, along with a held desk and tech hub, increased seating, noise containment and additional restrooms.

Mr. LeBlanc discussed briefly the scope and budget. There is infrastructure renewal which needs to get done regardless of the library program, but level 1 the bridge and level 2 were approved as the first phase. The preliminary project schedule would start on the second floor and they expect completion of phase 1 in Fall 2020.

Dean Daley thanked Dr. Martin and Mr. LeBlanc.

Next, Dean Daley stated that at November Faculty Council meeting, the Council heard a proposal put together by Interim Dean for Faculty Affairs Jules Dienstag and his team that would provide for added oversight regarding HMS's 11 formal standing committees. The Council proposed a motion, voted, and unanimously recommended that the dean give the Council approval and veto power over standing committee memberships. This move will ensure that we have adequate turn-over on committees and especially, that diversity is in place. Interim Dean Dienstag and his team are here to offer a follow-on proposal for the Council's consideration that hopes to operationalize the standing committee membership review process.

Interim Dean Dienstag reviewed the LCME element 1.3 on Standing Committees, what the LCME expects, the 11 standing committees as confirmed at the 11/14/18 Faculty Council meeting, and the update to the By Laws approved at the 12/12/18 Faculty Council meeting.

He discussed the standing committee membership selection process.

- Office for Faculty Affairs (OFA) continues to survey for self-nominations
- OFA provides self-nominations to the standing committee's chair
- Committee chairs vet self-nominees, making sure they meet qualifications, have compelling statements and aligned experience, and who meet distribution/diversity needs of the committee.
- Committee chairs provide a Committee Membership Matrix of self-nominees who meet all qualifications to Faculty Council

The next step in the review of the standing committee membership is what Interim Dean Dienstag spent time discussing with the Faculty Council, as the Faculty Council needs to vote on how the Council will review the rosters.

Three options were provided and after discussion, it was suggested that a pilot be done to see how much work the reviewing entails and make adjustments as needed.

Option 1: A Faculty Council Subcommittee reviews rosters (in person or via e-mail/teleconference) and makes recommendations for the Faculty Council as a whole for a general vote.

Option 2: Faculty Council Docket Committee reviews rosters and makes suggestions to the full Council.

Option 3: Faculty Council, as a whole, reviews all submitted rosters.

Option 1 received 23 votes

Option 2 received 0 votes

Option 3 received 1 vote

Dean Dienstag stated that a pilot of a subcommittee consisting of 7-9 Faculty Council member volunteers will form to review rosters. If there are not enough volunteers, Faculty Council members will be appointed by the Dean.

Dean Dienstag also highlighted opportunities for Faculty engagement with Faculty Council. As part of the annual Faculty Council election process, all faculty receive the current membership roster. This year's communication will also include a link to the Faculty Council webpage on the Office for Faculty Affairs website which lists the Faculty Council minutes, agendas, membership and an email link for faculty input. There is also talk of including "News from the Faculty Council" as part of Harvard Medicine News.

Dean Daley adjourned the meeting at approximately 5:39 pm.