

Report of the Career Development / Contingent Labor task force

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PREAMBLE

We divide our report into three large sections (not including the appendix):

- I. Survey results (problems identified)
- II. Solutions pursued; these feed directly into the goals listed in §III.
- III. Goals and action items

For the purposes of this report, we define “contingent labor” as the AAUP does:

Depending on the institution, they can be known as adjuncts, postdocs, TAs, non-tenure-track faculty, clinical faculty, part-timers, lecturers, instructors, or non-senate faculty. ... they are insecure, unsupported positions with little job security and few protections for academic freedom. These are the working conditions for the vast majority of US faculty today.
(<https://www.aaup.org/issues/contingency>)

The appendix to this report is a list of research library and special collection services for musicological researchers without academic affiliations.

TASK FORCE REPORT

I. Survey (problems identified)

With the help of Reba Wissner, who is chairing the Contingent Labor subcommittee of the Committee on Career-Related Issues (CCRI), and Evan Cortens and John McKay, the AMS statisticians, we developed a survey. The survey was available in June-July 2018 and was directed specifically to people working in contingent positions or outside the academy. We received 346 responses; 2 respondents were dropped as they did not answer any questions, leaving 344 valid responses. About 2/3 of these identified teaching in a contingent position as their primary occupation.

- 72% of respondents state they would prefer to have a full-time position in the academy and 57% of respondents are currently seeking full time employment in the academy. Only 33% are seeking full time employment outside the academy.
- Only 53% of respondents are currently AMS members. 39% reported that they were not members, and 7% reported that they were not sure whether they were members or not.
- Our survey respondents are predominantly early- and mid-career scholars. The vast majority of respondents who are working in contingent positions or outside the academy received their degrees after 2009. 44% of respondents were between ages 30 and 39; 68% between 30 and 49; and 7% younger than 30.
- 30% of respondents earned less than \$20,000 last year.
- More of our survey respondents identify as female (55%) than as male (44%), with some respondents identifying as neither or nonbinary. This result corresponds with data presented elsewhere that suggests

that contingent labor has a gendered aspect.¹ People identifying as male were significantly more likely to report earning \$60,000 or more, and those identifying as female were significantly more likely to report earning \$20,000 or less. Both gender and type of work are strongly connected with earnings in our survey. However, even controlling for type of work (academic/teaching vs non-academic/teaching), there is a strong relationship between gender and earnings, with males 2.1 times more likely to be in higher income groups than females.

- Respondents report an enormously broad variety of work situations: some are closely related to musicology, such as writing (including grant-writing), editing, music engraving, private instrumental instruction, church music, administration, translation, and giving public lectures. Respondents included a carpenter, a middle school teacher, a dog-walker, a truck driver, and several people working in information technology. 29% report working full time; 37% report working part time. 14% describe themselves as having been unemployed at some point in the past year (just 2% identified exclusively as unemployed).²
- 90% of respondents report no funding for research from their current employers. 75% report no funding for conference attendance from their current employers. Anecdotally, it is our understanding that people in tenure-line positions may also be seeing declining support, or no support at all, for these activities; but they were not surveyed for this report.
- 12.5% of respondents reported lacking health insurance. The source of health insurance varies, with the most common source being the employer (46%); of the 11% who identified a source other than the options provided on the survey, many have access through a spouse.
- 15% (52 respondents) lack physical access to a research library. Online access to library databases is mixed: 92% can access JSTOR, 80% can access Oxford Music Online (Grove), but access to other commonly used databases averaged around 40%, with some respondents reporting access to none of the databases listed in the survey. Some individuals pay for personal subscriptions to resources they need, and some of those who can get physical access to a library can use databases while on library premises. It is noteworthy that some respondents reported borrowing others' login information to obtain access. Just 9% of respondents indicated they did not have access to any online library resources.

Asked to rank the relative importance, in their view, of various online resources on a scale of 1 to 9, with 1 being most important, there was a strong consensus that JSTOR was most important (mean rank 1.8), followed by Grove (2.7), RILM (3.6), Music Periodicals Database (4.4), the Music Index (4.8), RIPM (5.8), Alexander Street (5.8) and the Performing Arts Periodicals Database (6.1). (It should be noted that the uptake on the currently-offered 100% subsidy to JSTOR has amounted to three to five takers per year, so it is possible that respondents are unaware that this access already exists.)

- When we asked what more AMS can do to support people working in contingent labor or outside the academy, we offered several suggested items to rank (Q10). Five items were ranked together as of high importance (endorsed by between 299 and 318 respondents): research grants (mean rank 3.2 on a scale of 1 to 9, where 1 is most important), access to online library resources (3.4), conference travel grants (3.6), reducing membership cost (3.8), and reducing conference registration cost (3.9). Physical access to

¹ See Australasian Association of Philosophy, Committee for the Status of Women in the Philosophy Profession, Statement on Insecure Work (2017), <https://aap.org.au/about/governance/genderstatement>; and the Women and Contingency Project, <http://www.newfacultymajority.info/women-and-contingency-project/>

² AAUP reports that more than half of faculty positions are now part time, and over 70% of instructional positions in higher education are not on the tenure track. AAUP, "Background Facts on Contingent Faculty Positions," <https://www.aaup.org/issues/contingency/background-facts>.

research libraries (4.9) and lower-cost health insurance (5.7) were rated at medium importance; changes to the annual meeting (7.6) and lower-cost life insurance (7.6) were ranked as least important.

After we asked the ranking question (Q10) “What more might the AMS do for those working outside academia or working contingently?” we offered a free-response item (Q11) asking people to list further priorities. This prompt elicited 89 free-response answers (26% of respondents), some of which duplicate or add nuance to the priorities already in the list in Q10. A complete list of comments in response to this question is included in Appendix A. These responses can be summarized as follows:

A. Material resources. Respondents mentioned reducing the cost of the conference (also strongly endorsed in Q10), perhaps by holding it in places where hotel and travel are less costly; reducing the cost of AMS membership (also strongly endorsed in Q10); subsidizing food at the conference (2); offering a registration option for those who cannot attend all days (1); offering child care (2); access to databases and research materials (3); financial support for international members (2); financial support for independent research and publishing (also strongly endorsed in Q10); offering some kind of group retirement plan (1); offering grants large enough to defray both travel and accommodation costs (grants were also strongly endorsed in Q10)

One respondent pointed out that some people who hold jobs outside the academy are in fine shape financially; that respondent suggested that we link designated grant opportunities to income level and stability, not to a defined job status as such.

B. More ways to participate in the annual meeting. Respondents suggested that we should stream sessions online and/or offer opportunities for members to present their work remotely (7). One noted that funding to attend the meeting often now depends on documented participation in the meeting and asked that the AMS provide more opportunities to be involved so that members can attend with funding (1).

We received a few comments about the difficulty of getting onto the AMS program and encouraging better transparency in the program committee process, including making review fully blind. One requested that the program committee give feedback on rejected proposals, a request that this task force is reporting but not supporting at this time.

Six people asked that we de-emphasize or eliminate the use of institutional affiliations on name tags at the meeting, a change already in place at our last meeting. (This may suggest that we need to communicate more and better to the membership.)

C. How we use the annual meeting. Several respondents requested training for public outreach, a broad variety of careers, and applied work at the conference (6), as well as panels featuring practitioners of those kinds of work (2). Several noted a gap between what some do professionally (teaching and many kinds of practice) and what happens at the conference (research), asking for pedagogy workshops (2), mentorship and networking opportunities (1), and “moving scholarship away from the academy” (1). There was a request for space to present different kinds of work “work in progress, skills workshop, case studies”—and to have these evaluated by a program committee not only focused on research (1). One requested more interactive and alternative format sessions, not reading papers (1).

D. Representation and position in the Society. Several respondents stated that they feel marginalized within the society, even “sneered at” (1); one requested “cultural and symbolic respect” (1). Some stated that they would like to be better represented in AMS leadership (Board and Council, 3). Some cited prejudice against contingent labor (2) and poor acceptance of non-

traditional jobs among participants at AMS (2). One wrote that AMS could “help us to seem less irrelevant.” One noted that most students today will not become academics, yet paths outside academia do not lead to prestige or attention within the Society (1).

E. Advocacy. Several respondents called on the AMS to advocate for a variety of improvements in working conditions: to advocate for full time work and rights of contingent labor, fair hiring, and fair wages (8); against the creation of new graduate programs (1); for maternity leave (1); and for hiring based on teaching rather than research skills (1). One requested that AMS gather data on recent hiring practices (1); and one suggested that AMS advocate for open access to scholarly resources.

F. Career services. Several respondents requested mentoring and networking opportunities that would make a variety of careers more accessible (7). Two suggested that AMS create a position announcement or career service; another suggested an interest group for those pursuing careers outside academia.

II. Solutions pursued

We organize the solutions we investigated into the categories identified by contingent workers and workers outside the academy.

A. Material resources

- **Dues.** As part of work shared by this and the Financial Task Force, Suzanne has presented the Board with a plan to change the structure of AMS dues and conference registration fees so that the burden falls less on people at the lowest income levels.

In publicizing any new fee structure, it will be important to make the membership aware of the impact that the jobs problem is having on our members: as some survey respondents pointed out, those in secure positions may not understand how the discipline looks to those who are less secure. If those who don't enter academic jobs don't stay in the AMS, the AMS and all it does will weaken as the profession contracts.

Allowing our members to help each other: Would it be desirable to put check-boxes on dues renewal and conference registration forms that would allow those who can easily pay to sponsor those who can't?

- **Annual meeting.** In addition to a “steeper” income-based structure for registration fees, we recommend the introduction of day passes for the Annual Meeting, so that those who cannot afford to come for four days can attend at a lower cost.

- **Grants and other direct financial support.** Questions for Financial Task Force: AMS has already instituted an array of travel grants. Should we propose a grant category for researchers in financial need? Should we allocate more funds for conference travel grants? If so, where will this money come from?

The food trucks at the Rochester meeting seem to have been popular. Could these be a regular feature? I also have an inquiry in to a colleague at another society who may be able to tell us how they get subsidized food—their exhibitors chip in lavishly and there are buffets.

Another food solution for the annual meeting could be finding more underwriters to sponsor events. I contacted Amy Sayward at the Society for Historians of American Foreign Relations. She reports:

- “• It was written into our publishing contract with Oxford University Press that they would sponsor our welcome reception each year. I think this was our first sponsored event.
- This year’s Philadelphia conference featured the local arrangements committee working to get up-front sponsors as part of our agreement to meet in Philadelphia. So the Temple University History Department and FRPI were the fruit of that.
 - The Coordinating Council for Women Historians latched onto the fact that we had an extant Women’s Breakfast and decided it was a natural home for its advocacy.
 - The Council on Foreign Relations was our most recent sponsor. I think that they saw the other things that were sponsored and wanted to join in. Also, Cambridge University Press was a new sponsor this year; maybe trying to keep up with OUP, maybe in acknowledgment that we helped them organize a workshop the day before our conference started.”

It may be possible for AMS to do more asking in this regard, in order to be able to provide food at the meeting. Because the Office is overloaded, this would probably fall to a great extent on Local Arrangements.

- **Library access.** We explored options available through NYU as well as through direct subscription via Oxford Music Online and RILM.

Oxford Music Online. David Hayden at Oxford provided Suzanne a quote as follows: “An annual subscription for 3,000 members, estimating that approximately 750 members would take advantage of the service, would be \$5,295. I could offer a 20% first year discount as your members get used to looking for Grove Music Online on your site.”

It may be possible to ask members who need this service to pay a nominal fee; perhaps we could negotiate a deal for a smaller number of subscribers, as probably only 5-10% of our present members actually need the subscription.

RILM. Barbara Dobbs-Mackenzie offered Suzanne a proposal for RILM access at a 10% discount for AMS members, as follows:

“What RILM has in mind is to offer a 10% discount off RILM’s usual individual subscription fees (as opposed to institutional fees) for all AMS members who are unaffiliated (or contingent, I suppose--perhaps you could define that for me). Here are our individual prices, with the AMS discounted price shown in parentheses:

RILM Abstracts of Music Literature	\$275.00 (\$247.50)
RILM Abstracts with Full Text	\$375.00 (\$337.50)
RILM Music Encyclopedias	\$175.00 (\$157.50)
MGG Online (coming soon)	\$195.00 (\$175.50)
Index to Printed Music	\$125.00 (\$112.50)

“PLEASE NOTE: We have NOT released MGG Online to individuals yet, but we are on the verge of doing so. It should be available to individuals by mid-September or so. Since we are discussing this now, you should know this can be included very shortly, but we have not announced it yet.

“I imagine we could do this on an ongoing basis, but we would like to be able to review how this plays out over the first year or two before firmly committing to that.”

Suzanne met in early September with NYU librarians to see how many of our contingent members could possibly use NYU's access to online databases. Michael Stoller, Associate Dean for Collections and Research Services, explained that NYU's license agreements require non-NYU users to be inside the building of Bobst Library. "Visiting Scholars," approved by the chair of one of NYU's music departments, are granted a maximum of 6 weeks on-site access to all of NYU's library resources. Dean Stoller also drew attention to the existence in New York of a research consortium of Columbia University, NYU and the New York Public Library. Called MaRLI (Manhattan Research Library Initiative), it allows any resident of New York State who has a NYPL library card to use all the resources of all three libraries on-site, free of charge. The MaRLI model may well exist elsewhere, or it may be possible for the AMS to coordinate with sister societies, including the MLA, to develop such consortia in other regions.

The Appendix is a report compiled by Suzanne's assistant of what kinds of physical and virtual library access is available to unaffiliated scholars at some major research libraries. We would like to share this information with CCRI, who could refine the work, identify these institutions' deans of libraries, and ask the AMS president or ED to write asking them to waive the fees for people who can demonstrate AMS membership in good standing. We might also consider adding a list of supportive libraries to the AMS website contingent faculty page.

We believe that we might be able to negotiate an economy of scale if we combine forces with SAM, SMT, or SEM to get a larger group discount on some or all of these resources. We could also consider crowdfunding: asking members who care about this issue to chip in to fund subscriptions for those who cannot afford them.

• **Health insurance.** We have explored the following:

- Members of the New Faculty Majority in 37 states and Washington DC may be eligible for Limited Medical Indemnity Insurance via Core Health. See <http://www.newfacultymajority.info/health-insurance-for-adjuncts/>
- Local 802 of the American Federation of Musicians: their model does not fit us, because a professional society isn't a union. They have good care, at significant expense to members.
- In some states one can join a teachers' union and get insurance through them, but only if one works full time for a particular span of time.
- The American Guild of Organists used to make health insurance (along with other kinds of insurance) available to their members by the AGO having a membership in something (incorporated in Kansas City, Missouri, through an insurance broker named Forrest T Jones and Company) called the Trust for Insuring Educators. MTNA and NAME are also members. The Trust for Insuring Educators is no longer in the health insurance business, because the Affordable Care Act solves most people's problems.
- Our investigation turned up many local efforts with local rules. In some states, for instance, one can join the teachers' union or a union for adjunct faculty and get insurance through them. Often, however, this coverage is only available to those working full time.³

UPSHOTS:

While recognizing the many logistical limitations, we hope that AMS can continue to focus on cost when making conference site selections. The Local Arrangements committee should identify at least a few low-cost dining options.

If money can be found, we would like to increase the research and conference funding available to our lower-income members.

³ e.g. United Adjunct Faculty of New Jersey, NYU Local 7902

Our preliminary steps toward increasing library access for unaffiliated or contingently affiliated scholars would need to be refined, both in conversations with CCRI and in talks with SEM, SAM, and SMT.

At this time, we believe that the health insurance issue is too difficult for the AMS to resolve, and that the AMS should focus on other items that are more easily brought under our control. Reducing costs for people in other ways so that they can afford insurance by other means would still be useful to them.

B. More ways to participate in the annual meeting

Here we attempt to address two factors that came up repeatedly:

- People not able to get institutional funding to attend the meeting, or only funded if appearing on the program
- Overall high cost of attending the annual meeting (including registration, hotel, airline, and food)

These problems do not specifically require a technological solution (i.e., we could give many more conference travel grants; allow broader participation on the program to encourage institutions to support participants; subsidize meals at the conference; have food trucks available; and so forth). Still, the most frequently suggested solution among our survey participants was to make the conference more available from afar (via live-streaming or recording); and to make it possible for presenters to participate from afar (via Skype or similar technology).

We see pros and cons in opening up the meeting to participation at a distance. The idea of streaming the meeting outward seems like a widely desired option among people with no travel money. Allowing people to present papers or panel contributions by Skype may seem annoying and clunky. It is not clear whether these strategies would lower meeting attendance (and society income) in a way we could not live with; whether they would contribute to inclusion by increasing participation, especially among international presenters; or both. We would like to avoid creating a situation in which some people have a “first-class” experience and others a “second-class” experience, though those who are currently excluded from the meeting might see some access as better than none.

We believe the pros of opening the meeting to technological participation outweigh the cons. In an essay entitled “Conferences Must Embrace Accessible Technology,” Katie Rose Guest Pryal and Karrie Higgins explain: “Accessibility means that ‘accommodations’ are integrated into a space and are not particularized to an individual—but rather created for our society as a whole.” Regardless of whether someone needs the technological accommodation for a disability, for lack of funds, or for some other reason, a strategy of inclusion seems preferable.⁴

Streaming, Recording, and Remote Participation. The Teaching Music History Conference offered live streaming and recording at its 2018 conference. This was possible because they were hosted by Indiana State University, where classrooms were already equipped for this purpose. Paula Bishop reports regarding the streaming that “We had a lot of positive feedback from people, especially contingent faculty who self-fund their conference travel.”

SEM has live-streamed and offered recordings of some sessions since 2012. Suzanne had a conversation with Stephanie Sturgis about SEM’s process. She noted the following:

⁴ “Conferences Must Embrace Accessible Technology,” <https://medium.com/disability-acts/conferences-must-embrace-accessible-technology-1d41a4415083>

1. It costs SEM nothing, as it's part of their relationship with Indiana University. (IU pays the assistant ED's salary and half of Steve Stuempfli's as ED. The livestreaming is part of the IT service they get—analogous to the various email, telephone and accounting services that AMS gets from NYU. After conferences, the videos are saved on a database, to which their website provides a link for later viewing.
2. It doesn't cost them NOTHING, because SEM owns the video equipment. They have been using a video camera and laptops, but the asst. ED (whose job description includes managing the livestreaming) believes the equipment needs to be replaced. The setup they are now purchasing (one camera, one microphone, and one USB extender⁵) costs a total of \$138 on Amazon; that is presumably in addition to laptops provided by SEM or members.
3. The assistant ED agrees w Bob's assessment that it is underused. She points to a lack of public visibility and familiar ways to access video. She wants to propose to SEM that they livestream via YouTube rather than through the SEM website. (She mentioned Facebook as a possibility, too, but seemed to prefer YouTube.) They have anecdotal evidence that some classes are assigned to watch sessions, but no data one way or another about that kind of usage.
4. The program they use to manage the video files is called Kaltura. It's what allows saving and also editing—as, for instance, if there's a long pause in a session when the audio is being repaired. It accommodates written comments, but is not interactive in real time.
5. The program chair decides what sessions, 1 per time slot, will be livestreamed. The program chair lays out the schedule, then reconvenes the committee to place sessions in rooms. Then they look at what they've placed in the 3 or 4 largest rooms for each time block (based on the usual guesses of what will draw, what they want to highlight, etc.), “with an eye toward creating a diverse mix of streamed panels.” They try to make room for less well-known scholars engaging really interesting or esoteric topic. Finally, they go through the list of streaming panels for the entire conference, with the following question in mind: “If these were the only panels we saw (i.e., if we were experiencing the conference online), would we have an accurate and attractive view of the breadth of the field?”

In early days of live-streaming, people gave permission to be live-streamed after this process. Now, it seems that everyone must be asked either as part of the submission process or when they're told their panel/paper has been accepted.

If the AMS undertakes a similar program, the labor would have to come through volunteers, which would mean establishing guidelines so they'd all do the job roughly the same way. Our student room monitors are sometimes under-utilized and could potentially do some of the livestreaming/recording work. We would need someone to coordinate the recording and manage the equipment at the meeting; and (largest time commitment) a team of volunteers to do the editing before the session recordings were posted online for viewing.

⁵ Camera:

https://www.amazon.com/Logitech-Widescreen-Calling-Recording-Desktop/dp/B006JH8T3S/ref=pd_lpo_vtph_147_bs_t_1?encoding=UTF8&psc=1&refRID=PXKTY10W1HMR5RDBG58

Microphone:

https://www.amazon.com/gp/product/B001TGTDFM/ref=oh_aui_detailpage_o00_s00?ie=UTF8&psc=1

USB extender:

https://www.amazon.com/gp/product/B006LFL4X0/ref=oh_aui_detailpage_o00_s00?ie=UTF8&psc=1

We could invite members to request streaming for particular sessions, making clear that AMS simply couldn't do it all. Perhaps if we could find \$130 for one starter set of equipment, we could start with the goal of streaming and recording one session per time-slot.

AMS should develop a comprehensive strategy for meeting technology, with a purposeful selection of tools and a clear sense of how streaming and recording fit into the annual meeting (CAM) and the Society's communication strategies (CommuniCom).

For remote participation, there are some technical questions that need to be answered to ensure success. We recognize that some hotels charge exorbitantly for high-speed or wired Internet access, and that this may be a barrier to Skype or other online participation. It may be possible to resolve this problem through the purchase of a high-speed data hotspot, providing our own Internet to supplement or replace what is on offer through the hotel.

Narrowcasting. Rethinking our meeting technology could have another important benefit, solving a problem that draws perennial complaints from meeting attendees: sound-bleed between the meeting rooms in hotels that are not designed for music conferences. This problem has become especially acute now that some members are working on music that requires amplification (e.g., most American popular music since 1924). Narrowcasting to smartphones or receivers is one way: if we could send audio examples directly to smartphones or other headphones, the sound bleed issue would not be a problem. Narrowcasting would also increase accessibility of our meetings for persons with auditory disabilities.

Given criticisms of the meeting format and the various issues raised by remote participation, we see an opportunity to rethink the transactional nature of our panel sessions, and one way to break open new possibilities is to create tools that will allow presenters to do things we've never done before. What if the AMS could create a web portal that would allow presenters to upload audio files for their presentations prior to their session that they and everyone else (i.e., those registered for the conference, possibly even at a distance) could access? What if presenters could give a brief A/V intro to their presentation on this portal instead of/in addition to the abstracts?

We examined two forms of technology designed for narrowcasting. Listentech offers for purchase or rent systems that operate over WiFi or as radio-frequency broadcasting; TourGuide Solutions offers a radio-frequency system that would require us to pass out headsets at the start of the meeting but allow users to select audio for a given session on that headset. There are evidently numerous ways to get this job done, should we choose to pursue it.

UPSHOT:

We recommend that the Technology Committee be tasked with assessing and potentially overhauling the technology aspects of the annual meeting, including streaming, participation via web, and narrowcasting. (This is a one-time job; the Technology Committee would submit recommendations to CAM).

Questions we would like the Technology Committee to address:

- Should the AMS broadcast (via live-streaming or recording) part or all of the Annual Meeting? What technologies are best for such participation, and how much do they cost?
- Should the AMS allow presentations and other forms of participation at the Annual Meeting to take place remotely? What technologies are best for such participation, and how much do they cost?
- Should the AMS use some form of narrowcasting at the Annual Meeting to reduce the problems of sound bleed and increase accessibility? What technologies are best for such participation, and

how much do they cost?

- If answers to all of the above are “yes,” is it possible to choose a technology that fulfills these multiple purposes? That is, can we narrowcast the audio in such a way that persons in remote locations can listen in real time, and persons in remote locations can listen in real time or asynchronously?

C. How we use the annual meeting and D. Representation and position in the Society

We address C. and D. together because it appears that feelings of exclusion are closely tied to the setup of the annual meeting, which foregrounds research and downplays pedagogy and many forms of applied musicology in related professions. Here we aim to address the following:

- training for more varied careers, public outreach, and applied work at the conference
- changes to the program to better showcase more different kinds of work in formal sessions
- evaluation of content by a program committee that is not only focused on research
- more interactive and alternative format sessions
- mentoring and inclusion

We recommend that AMS no longer use the term “alt-ac,” as it lumps together many paths that are best considered separately. Just as academic jobs are not all one thing, work outside the academy comes in many forms. In principle, sessions and events that explore careers outside the academy should adopt a particular focus: not “should I stay in academia or should I go,” but rather “how to start your own editing business,” “marketing,” “librarianship,” “how nonprofits work,” “dealing with donors,” “writing for a public audience,” and so forth.

Some topics would be of use to members regardless of their career path: “planning for retirement,” “managing workplace conflict,” education on workplace harassment, and anti-bias training come to mind here.

At our retreat in April 2018, the Board embraced the creation of a “professional development stream” at the annual meeting: a dedicated session in each time slot to address a variety of professional concerns. This and other program changes for the Annual Meeting are addressed in the Annual Meeting Task Force’s report; we need not duplicate them here, but we endorse them.

For many reasons, it would be good to allow AMS members to create their own events and spaces within the annual meeting. At the same time, drawing on the expertise of members from a variety of careers **by including them in formal sessions as well as workshop and training sessions** is imperative if we want everyone to feel included.

One member noted in private correspondence to Danielle:

- “I realize that musicology graduate students may not get information about or exposure to careers outside the academy in their own training, and that talking to us at conferences may be the only opportunity they have. Sometimes, though, I’d just like to talk about music and not about how I got my job.”
- “Asking us to talk about how we got our jobs and how we dealt with ‘leaving the academy’ requires a lot of emotional labor as well. I appreciate that people trust me by talking about their own fears of failure, but helping them with theirs and talking about my own requires a lot of energy.”
- “There’s a total disconnect for some people about what a musicology career can look like. I am five years out of graduate school. I started my business five years ago.... People still ask me if I’m applying for jobs.”

- “Pay us for our time, expertise, and energy when we are asked to talk to graduate students about our careers:
 - I do not participate in Skype ‘career days’ unless I am offered some kind of honorarium.
 - I am not demanding a large sum, but I am tired of people inviting me and then acting indignant when I ask what the honorarium is. Such a response suggests that my time and expertise is not valued.
 - See above re: emotional labor.”

UPSHOT:

We would like to charge the Membership and Professional Development Committee with coordinating (on an ongoing, annual basis) expanded professional development programming within the conference. This makes sense because MPD is an umbrella that encompasses Graduate Education Committee, Committee on Career-Related Issues (and its new subcommittee on Contingent Labor), Committee on Women and Gender, and the Committee on Cultural Diversity. These populations have made the strongest demands for professional development, and having MPD discuss and plan as an umbrella committee would prevent duplicating efforts. The MPD will annually solicit volunteers and suggestions from the AMS Council about this programming. The MPD should monitor attendance at sessions in the professional development portion of the meeting program and use that information to guide further programming. MPD will also need to be in contact with CAM and the Program Committee. It would be best if a small honorarium could be offered to those who lead workshop sessions based on special expertise.

The charge to the Program Committee should include a statement to the effect that the final program should be welcoming to the broadest variety of members, including those working outside the academy; and the selection of Program Committee members and the workflow of the Program Committee should enable this kind of heterogeneity. That is, just placing one person from outside the academy, one popular music scholar, etc. onto the PC is not enough, as that person will remain a token “minority vote.” CAM, 2019 and annually.

E. Advocacy

(1) Advocacy at a large, discipline-wide or nationwide scale. The AMS already has a clear statement on the web about its support for equity and fair treatment in employment.

<https://www.amsmusicology.org/page/ContingentFaculty?&hhsearchterms=%22contingent%22>

The question we consider here is whether the AMS should engage in further advocacy of any kind on this or any issue. There are legal limits to the political advocacy in which non-profits can engage. We know from prior conversations and surveys that some members resent the society engaging in advocacy of any kind, while others would prefer that we engage in more advocacy.

Some survey responses ask for advocacy in the specific situation of saving the professoriate in the humanities, restoring cuts, urging the creation of jobs, and so forth. We are skeptical that any statement or action from the AMS is going to change that situation.

Some societies offer resolutions and advocacy statements, some of them on political topics. Examples include:

- Society for American Music: there are two resolutions from the mid-2000s on the website, one on the use of music in torture, the other about treatment of non-US citizens.
<https://www.american-music.org/page/Resolutions?&hhsearchterms=%22resolutions%22>
- Society for Ethnomusicology: A section of their website is devoted to position statements taken

by the SEM Board and the SEM Council.

(<https://www.ethnomusicology.org/page/PositionStatements?>) Included among these statements are statements responding to the 2016 US Presidential Election and to the August 2017 events in Charlottesville, Virginia.

- Association for Jewish Studies: A section of their website is devoted to core values, policies, and resolutions (<https://www.associationforjewishstudies.org/about-ajs/resolutions-policies>). Among the latter are statements that condemn recent Polish law (2/2018), oppose the proposal by the Trump administration to tax tuition waivers (11/2017), and calling on Congress not to decrease funding for federal support for “the National Endowment for the Humanities, National Endowment for the Arts, Title VI International and Foreign Language Education, Institute of Museum and Library Services, Corporation for Public Broadcasting, and Woodrow Wilson International Center for Scholars.”
- American Sociological Association: The closest cognate to political advocacy on this website was “ASA on the Issues” (<http://www.asanet.org/news-events/asa-issues>), which has links to recent stances the society has taken, including on adding a citizenship question to the 2020 U.S. census and calling on Congress to support and fund gun violence research.

A cautionary case in this regard is the American Studies Association's boycott of Israel in support of Palestinian rights: after the ASA membership voted to boycott, trustees and/or legislators exerted pressure on college and university presidents either to support the boycott or—much more often—to shut down their smallish interdisciplinary American Studies programs. Some members who had voted for the boycott publicly regretted their vote because of the trouble it caused them when they asked for sabbatical replacements, tenure-track lines, etc.

Fewer societies have articulated a formal policy about advocacy. The African Studies Association has a policy (<https://africanstudies.org/advocacy/>) that allows its members to propose items for advocacy and expressly indicates how such advocacy will be enacted. There are a number of statements in this section of the website, including some that comment on political matters that affect African people and Africanists. The American Historical Association likewise has an entire page called “Statements and Resolutions of Support and Protest.” The first item on that page lays out guiding principles on taking a public stance (<https://www.historians.org/news-and-advocacy/statements-and-resolutions-of-support-and-protest/guiding-principles-on-taking-a-public-stance>). SEM’s Position Statement Guidelines are brief but useful model as well (https://www.ethnomusicology.org/page/PS_Guidelines).

We believe it would be useful for the AMS to have a policy on this kind of advocacy. The Board should not have to start from scratch thinking things through every time someone tells us we should “do something.”

(2) Advocacy on a local scale. Suzanne’s findings about library access suggest that we may be able to help individuals in a particular locality by advocating for access to particular libraries at our own institutions. More generally, some of the work of advocating for contingent laborers happens in departments, where hiring and compensation decisions are made. The AAUP includes advice for tenured faculty: <https://www.aaup.org/article/tenured-allies-and-normalization-contingent-labor#.W4F5IS3MxE4>. We suggest that part the professional development stream of the annual meeting might be used to educate the membership at large about how they can assist contingent faculty in their communities.

UPSHOT:

We propose the creation of an ad hoc task force, with a board member as convenor, to draft an AMS policy on advocacy, with a target date of March 2019 (prior to the April Board meeting). This task force would (1) articulate the kinds of positions the society will and will not take, with the understanding that

all such positions adopted must have a strong connection with our mission; and (2) offer a mechanism for AMS members to suggest to the Board advocacy on certain topics, mirroring what the African Studies Association does. (We could consider offering a mandatory threshold of support among the membership: for instance, the ASA mandates that at least 100 members must support the proposal for advocacy on a given issue.) The AMS policy would also specify what information must be included in proposing an advocacy position to the Board.

Once we have a policy in place, the process could go like this: someone requests that the President or Board advocate for some cause; we refer that person to the policy and ask them to make the case for advocacy to the Board according to the terms outlined in the policy; the Board then considers that prepared case. It still has to be the Board that decides; but the work of making the case should fall on the people who want it to get done, not on the Board or the ED. Likewise, if the advocacy effort is approved by the Board, the proposers should expect to put in time in support of the effort as necessary.

Through our newly created professional development stream, the AMS should seek to educate the membership as a whole about the challenges facing contingently employed people.

F. Career services

AMS to promote job listings inside and outside the academy; mentoring and networking; training.

- We inquired as to whether our members could take part in NYU's subscription to the National Center for Faculty Development and Diversity, which offers career coaching and a weekly email of advice for faculty. NYU is considering discontinuing its relationship with this entity, so it might not matter. NYU pays a \$25,000 annual fee and additional fees for every webinar or other service. Suzanne expects to receive further information about this possibility soon. (See §III, Library support) Thus, any mentoring that the AMS could foster is probably going to have to be arranged by our own members. As with so many of these wishes, if the membership wants it, we will need them to donate labor make it happen.⁶ (See also Appendix D, correspondence between Danielle and Holly Ketterer of the National Center for Faculty Development and Diversity)
- Our members should be encouraged to submit to AMS-Announce a broad variety of job listings for posting.

UPSHOT:

We suggest that volunteers be solicited from the AMS Council and the AMS chapters to form an ad hoc committee to design a sustainable mentoring program, in conjunction with and overseen by the Membership and Professional Development Committee. We envision something that extends past "conference buddies" into 1:1 support opportunities both at and outside of the annual meeting.

G. Communication

We believe that our members have a poor understanding of the ways in which the Board is thinking about the profession.

Tasks for the Board and, possibly, CommuniCom:

⁶ The College Music Society allows conference attendees to sign up for mentoring during their annual meeting using an online form.
https://www.music.org/index.php?option=com_rsform&view=rsform&formId=50&Itemid=3300

- Publish the survey results online. Danielle is willing to prepare these for publication.
- When action items recommended by the task forces are decided upon, the Board should publish those as well, and ask key members of the AMS (for our task force it is the CCRI, its subcommittee on Contingent Labor, and its umbrella MPD) to spread the word about these action items via social media.
- Find ways to help AMS members “own” more of the AMS’s activities through meet-ups and initiatives that they invent and lead. We believe Council can take a leading role here.

Tasks for CCRI and CCRI subcommittee on Contingent Labor, in cooperation with AMS Council:

- Reinstate and update “What I do in musicology” and give it a lot of press; feature a variety of career paths and personalities, including early-career professionals and students
- Update “For Graduate Students in the Fields of Music: A Guide to Professional Development,” 2011, (<https://www.amsmusicology.org/page/Resources>) as needed.

III. Goals and action items

These goals and action items would require adoption by the Board and the Society. We see them as a starting point for discussion and decision-making and not as the last word.

In the action items, we identify individuals and groups of persons who could potentially be responsible for achieving these goals. These are our suggestions only; these suggestions are not meant to be prescriptive.

Last, we understand that some of the goals and action items may seem provocative. It is important, therefore, to understand that the goals emerge from responses to a survey that this task force created for the purpose of eliciting information about career development and contingent labor. The reader might find it useful, therefore, to review §II of this report in order to see how the goals we present meet up with the views of the respondents.

1. Goal: To understand the careers of our members.

Action item: We recommend that the AMS develop a baseline snapshot of its membership and their career profiles, using the AHA study of historians’ careers as an aspirational model and utilizing Doctoral Dissertations in Musicology and internet searching as a starting point. As the current wave of professional instability began in 2008, we might begin by collecting data for people who graduated at or after that date. We further recommend that initial results will be shared in the Newsletter and on the AMS website. To be carried out by AMS statisticians, target date 2020, using the \$3,000 allocated in last year’s budget. John McKay and Evan Cortens remain willing to carry out this work.

2. Goal: To help people in many different careers participate and feel included in the Society.

Action item 2a: We recommend that the Board charge the nominating committees to consider career diversity as they choose candidates for various roles in the AMS, with the understanding that these nominating committees are already tasked with producing slates that represent the diversity of the Society, and further understanding that members of both the Council and the Board are determined by the entire membership through elections. To be carried out by nominating committees and Board; ongoing.

Action item 2b: We recommend that the charge to the Program Committee include a statement to the effect that the final program should be welcoming to the broadest variety of members, including those working contingently or outside the academy; and the selection of Program Committee members and the workflow of the Program Committee should enable this kind of heterogeneity. That is, just placing one person from outside the academy, one popular music scholar, etc. onto the PC is not enough, as that person will remain a token “minority vote.” To be accomplished by the Board and CAM, 2019 and ongoing.

3. Goal: To help our members prepare and participate in a variety of careers in musicology; and to help them understand relevant labor issues.

Action item 3a: We recommend that, as soon as is practical, the AMS at its annual meeting dedicate meeting spaces to sessions on professional development. These should take up topics that support or engage people working outside the academy and concerns specific to contingent faculty, when possible including education for non-contingent workers about forms of advocacy they might undertake to support contingent workers. To be carried out thus: the Committee on Membership and Professional Development, working together with AMS Council, will organize a slate of workshop-type sessions each year and submit them to CAM and the Program Committee. Target date: 2019 meeting and thereafter, or as soon as practical given constraints on our meeting spaces.

Action item 3b: We recommend that volunteers from the AMS Council and the AMS chapters form an ad hoc committee to design and implement a sustainable mentoring program for people working either inside or outside the academy, in conjunction with and overseen by the Membership and Professional Development Committee. We envision something that extends past “conference buddies” into 1:1 support opportunities both at and outside of the Annual Meeting. To be implemented by Steve Swayne, in his capacity as Council Secretary, and MPD; planning to commence by 31 October; initial implementation goal would be Annual Meeting 2019. **Measurable by:** Free-response feedback solicited from participants by email during the survey that follows the Annual Meeting.

Action item 3c: We recommend that the CCRI, with assistance from AMS Council members, update and improve the AMS’s communications about labor issues. We recommend that CCRI reinstate and update the “What I do in Musicology,” alerting the AMS Office about updates so that they can be featured in Society communications. The series should now feature a variety of career paths and personalities, including early-career professionals and students. Further, we recommend that the CCRI update “For Graduate Students in the Fields of Music: A Guide to Professional Development,” 2011, (<https://www.amsmusicology.org/page/Resources>) as needed. To be carried out by CCRI and its subcommittee on Contingent Labor, with assistance from AMS Council members, before November 2019.

4. Goal: To reduce the cost of participation in the AMS and at the Annual Meeting for lower-income members.

Action item 4a: We recommend that the AMS adjust costs of membership and meeting registration so that lower-income people can more easily participate, along the lines suggested in Appendix E.

Action item 4b: We recommend that the AMS offer day passes for those who can attend only part of the Annual Meeting.

Action item 4c: We recommend that, at every annual meeting, the Local Arrangements Committee locate and promote at least two low-cost dining options at the annual meeting, including (but not limited to) food trucks. In addition, we recommend that the Local Arrangements Committee look for free food options in the area, including (but not limited to) local food shelves and community suppers. To be carried out by Local Arrangements Committee, information entered into the program by AMS office.

5. Goal: To reduce the cost of research for lower-income members.

Action item 5a: In conjunction with the work of the Financial Task Force, we ask the Board to examine the possibility of creating grants to better support the research of lower-income members. To be carried out by Board and Development Committee, before May 2019.

Action item 5b: We ask the Board to ask the CCRI to submit to the Board recommendations for increasing access to physical and online library resources for unaffiliated and contingently employed members by 1 September 2019. We further recommend that, before 1 September 2019, a selected representative of the Board will have a conversation with SEM, SAM, and SMT to discuss the possibility of collaboration on this issue. To be carried out by CCRI and Board, before September 2019.

6. Goal: Increasing access to and participation in the Annual Meeting.

Action item: We recommend that the Board instruct the Technology Committee (or another body as appropriate), in partnership with at least three volunteers from AMS Council, to submit by 1 September 2019 to CAM and to the Board recommendations about the technology aspects of the annual meeting, including streaming, participation via web, and narrowcasting. These recommendations should address the following:

- Should the AMS broadcast (via live-streaming or recording) part or all of the Annual Meeting? What technologies are best for such participation, and how much do they cost?
- Should the AMS allow presentations and other forms of participation at the Annual Meeting to take place remotely? What technologies are best for such participation, and how much do they cost?
- Should the AMS use some form of narrowcasting at the Annual Meeting to reduce the problems of sound bleed and increase accessibility? What technologies are best for such participation, and how much do they cost?
- If answers to all of the above are “yes,” is it possible to choose a technology that fulfills these multiple purposes? That is, can we narrowcast the audio in such a way that persons in remote locations can listen in real time, and persons in remote locations can listen in real time or asynchronously?

To be carried out by Technology Committee (or another body as appropriate) and AMS Council members; by 1 September 2019. We would like the Board to be able to move ahead with a plan for increasing access at its autumn 2019 meeting.

7. Goal: To clarify the AMS’s policy concerning advocacy.

Action item: We recommend that an ad hoc task force, with a board member as convener and including several AMS Council members, review the advocacy policies of other societies. We further recommend that the task force make a recommendation to the Board as to whether the AMS should formulate its own policy on advocacy, and if so, of what

this policy should consist. This policy might (1) articulate the kinds of positions the society will and will not take, with the understanding that all such positions adopted must have a strong connection with our mission and not jeopardize our nonprofit status; and (2) offer a mechanism for AMS members to suggest to the Board advocacy on certain topics, with the African Studies Association's policy as a possible example. The AMS policy might also specify what information must be included in proposing an advocacy position to the Board. To be carried out by Board member and task force by 1 March 2019 (prior to the April Board meeting).

Appendix

Research Library and Special Collection Services for Musicological Researchers without Academic Affiliations

UC Berkeley

Quick Guide

Services

- *Photocopying+scanning?* **yes**
- *Open Stacks* **no, apply (free)**
- *Call materials from storage/closed stacks?* **yes**
- *Use databases linked to catalog?* **yes**
- *Access special collections, rare books?* **yes**
- *Call materials (storage/spec coll/rare) in advance of arrival?* **yes**

Documents

- *Picture ID?* **yes, gov't or academic**
- *Fee?* **no**
- *Letter of introduction?* **no**

Procedure

Ahead of visit

- Special Collections, General (Bancroft)
 - Register online at <https://aeon.berkeley.edu>
 - Request materials in advance at <https://guides.lib.berkeley.edu/aeon/request>.
 - Request assistance determining useful materials at <http://www.lib.berkeley.edu/libraries/bancroft-library/reference-online>
 - Check aeon account to see if materials ready
 - Inquire about collection at bancoref@library.berkeley.edu, (510) 642-6481
- Special Collections, Music (Hargrave)

- Use finding aid
<http://www.oac.cdlib.org/institutions/UC+Berkeley::Music+Library&limit=ead>
- Email to make appointment (at least 4 days prior)
music_reference@berkeley.edu
 - M-F 10-12, 1-4
 - Interim periods: M-F 1-4
- Email for assistance with archive
music_reference@berkeley.edu
- General Library
 - Reference assistance <http://www.lib.berkeley.edu/help/research-help>
 - Request 1-day access to Open Stacks
 - up to 7 days prior, by 10am if same-day, by 2pm Fri if weekend
 - <http://servlet2.lib.berkeley.edu:8080/stackpass/request.displayRequest.logic>
 - Request long-term access to Open Stacks
 - Contact Doe Library Privileges Desk
 - 1st floor
 - 510-642-3403, privdesk@library.berkeley.edu
 - M-F 9a-5:45p, Wknd 1-4:45

At time of visit

- Register for access to open stacks
- Apply for daily card in Special Collections, General
 - Gov't OR Academic picture IDs accepted
- Register for access to Special Collections, Music
 - Gov't OR Academic picture IDs accepted
 - Obtain temporary registration form from Music Special Collections
 - bring this form to Doe Library Privileges Desk
 - 1st floor
 - 510-642-3403, privdesk@library.berkeley.edu
 - M-F 9a-5:45p, Wknd 1-4:45

Privileges

Open and free access

- All library facilities except
 - Moffitt Library
 - Media Resources Center
 - Graduate Services
 - Art History/Classics Library
- Electronic databases
- Scanning

Free after application or registration

- Main (Gardner) Stacks
- Printing (pay per page)
- Bancroft Library Special Collections

Exceptions

- California residents w/ a library card
 - Purchase borrowing card for \$100
- Students at California State Community Colleges or Universities

University of Chicago

Quick Guide

Photocopying+scanning? **Yes, fee**

Open Stacks **yes**

Call materials from storage/closed stacks? **yes, after registering**

Use databases linked to catalog? **yes, on-site**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **yes**

Procedure

Ahead of visit

- Special Collections
 - Contact the Special Collections Research Center
 - <https://lib.uchicago.edu/scrc/visiting/contact/>
 - Order materials
 - Ask questions

At time of visit

- Access for up to 5 days (free)
 - Visit IPO office
 - lobby of Regenstein Library
 - 1100 East 57th St, 1005
 - 773-702-3344
- Longer periods
 - Email a statement of research purpose
 - ipo@uchicago.edu

Privileges

Free (5 days max)

- Access digital resources on-site with personal or library computers
- Access special collections
- Order archival materials ahead of arrival

\$100/semester

- Access digital resources on-site with personal or library computers
- Access special collections
- Order archival materials ahead of arrival

Exceptions

Living within 69 mile radius of the University of Chicago

Columbia University

Quick Guide

Open Stacks? **With paid membership**

Photocopying+scanning? **Yes, paid, after registering**

Call materials from storage/closed stacks? **yes**

Use databases linked to catalog? **with paid membership**

Access special collections, rare books? **yes, after registering**

Call materials (special coll.) in advance of arrival? **yes, after registering online**

Call materials (storage) in advance of arrival? **no, register on-site first**

Procedure

Ahead of visit (at least 5 business days)

- Register a Columbia Research Account
 - Aeon.cul.columbia.edu
- Request materials from Special Collections using your account
 - clio.columbia.edu
 - library.columbia.edu/find/archives-portal.html

At time of visit

- Apply in-person at the Library Information Office
 - 201 Butler Library, 535 West 114th St. New York, NY 10027
 - (212) 854-7309
 - lio@columbia.edu
 - M-F 9-5:45; Sa 11-5:45; Su 12-4:45
 - Closures and reduced hours: <https://hours.library.columbia.edu/?library=lio>

Privileges

Free Access

- Gabe M. Wiener Music & Arts Library (stacks)
 - 701 Dodge Hall
2960 Broadway
New York, NY 10027
 - (212) 854-4711, music@library.columbia.edu
 - Calendar of hours and closures
<https://hours.library.columbia.edu/locations/music?date=2018-09-28>
- Archives and Special Collections
 - 6th floor, Butler Library
 - Get day pass at Library Information Office, 1st floor
 - 212-854-5590, rbml@library.columbia.edu
 - Take photos with own phone or digital camera
 - Request up to 250 pages of digital copies or photocopies
 - Oral Histories and Dissertations: 650 pages
 - Remotely or in-person. Pre-paid

Paid Access

- \$20 ID card
- \$75/month or \$750/year
- Access all libraries during open hours (some exceptions)
- Borrow up to 20 materials from circulating collections
- Access most e-resources in libraries

Exceptions

- NYPL members
- METRO-affiliated (NYS) library member (<https://metro.org/>)
- BorrowDirect (see institution list under Harvard)
- Member of SHARES institution
(<https://www.oclc.org/research/activities/shares/partners.html>)
- Alumni
- Spouse/Partner

- Faculty/Staff/Students from other universities
 - Students and faculty may bring guests into the libraries
-

Cornell University

Quick Guide

Open Stacks? **yes**

Photocopying+scanning? **yes, paid**

Call materials from storage/closed stacks? **yes**

Use databases linked to catalog? **yes**

Access special collections, rare books? **call to ask**

Call materials (storage/spec coll/rare) in advance of arrival? **Yes**

Procedure

Ahead of Visit

- Order materials from storage
 - Stacks storage: <https://annex.library.cornell.edu/content/request-form>
 - Special collections (at least two business days before visit)
 - Create account <https://rmc-aeon.library.cornell.edu>
 - Contact at 607-255-3530, rareref@cornell.edu

At time of Visit

- Visit library stacks freely (no ID required)
- Bring ID to access Special Collections
- Schedule of closures: <https://www.library.cornell.edu/libraries/olin>
- Contact the Library Public Services Office to purchase borrowing privileges
 - Olin Library, rm 116
 - Current gov't-issued picture ID
 - (607) 255-5069; libpublicservices@cornell.edu
 - M-Th: 8:30-4:30, F: 8:30-3:30, Wknd: Closed

Privileges

Open and Free Access

- Stacks
- Request stacks materials from storage
- Electronic resources on-site
- Wi-fi

- Scanning etc (pay per page)
- Sidney Cox Library of Music and Dance
 - M-F 9a-10p, Sa 12-5, Su 2-10
 - Lincoln Hall
 - (607) 255-4011
 - musiccirc@cornell.edu musicref@cornell.edu

Free after registration (ID req)

- Special Collections

Paid

- Borrowing
 - \$25/month or \$250/year
 - Up to 20 Cornell-
 - Photocopy/Scan
-

Eastman School of Music

Quick Guide

Open Stacks? **Yes**

Photocopying+scanning? **Call to ask**

Call materials from storage/closed stacks? **Call to ask**

Use databases linked to catalog? **Yes (some limitations)**

Access special collections, rare books? **call to ask**

Call materials (storage/spec coll/rare) in advance of arrival? **Call to ask**

Procedure

At time of arrival

- Register as guest at Sibley Music Library circulation desk
- 27 Gibbs St.
Rochester, NY 14604
585-274-1300
- M-Th 8-11, F 8-8, Sa 10-8, Su 1-11
- Register as researcher at Ruth T. Watanabe Special Collections

Privileges

Free, after registering

- Access library facilities during open hours
- Access electronic resources
- Access open stacks
- Access Ruth T. Watanabe Special Collections

Exceptions

- Live within 50 mile radius of Rochester
- Possess Rochester Regional Library Council card
- Alumni

Harvard University

Quick Guide

- *Open Stacks?* **no**
- *Photocopying+scanning?* **no**
- *Call materials from storage/closed stacks?* **yes, after registering**
- *Use databases linked to catalog?* **yes, after registering, on-site**
- *Access special collections, rare books?* **yes, after registering**
- *Call materials (storage/spec coll/rare) in advance of arrival?* **yes**

Procedure:

Ahead of Visit

- Obtain letter from local/University library ILL office stating that the specific library materials needed are not available at the institution or via ILL. Send letter via email as attachment to library_privileges@harvard.edu
- (if planning to access the Music Library) email muslib@fas.harvard.edu or call 617-495-2794
- (if planning to access Special Collections from the “Harvard College Library Special Collections” list (incl. music library)) visit registration page to create account: aeon.hul.harvard.edu
- 4. (if planning to visit the Harvard University Archive) Contact the Archives >5 business days ahead.
 - Request materials: askarc.hul.harvard.edu

- email: archives_reference@harvard.edu
- phone: 617-495-2461
- tweet: @HarvardArchives

At Time of Visit

- To access materials
 - Privileges Office in Widener Library
 - Room 130
 - library_privileges@harvard.edu, 617-495-4166
 - M-F 9-5
 - gov't photo ID
 - copy of the letter from local library stating that the desired materials are unavailable
 - obtain Access Card (for stacks materials)
 - obtain a Government Documents Access Card (for Gov't Docs access)
 - obtain temporary Harvard ID (archival materials)
 - Proceed to Phillips Reading Room (for stacks requests) or Special Collections
- (if visiting the Music Library) bring photo ID

Privileges

Free, after registration

- Closed stacks
- Reading room
- Special collections
- Order materials ahead
- View materials on-site
- Take photos with own camera

Exceptions:

- Harvard Alumni (specifically e-resources): contact haa_alumnihelp@harvard.edu 800-823-2478 617-496-0559
 - Spouses and Domestic Partners of Harvard Affiliates, Parents of Current Students
 - MIT affiliates (bring MIT ID to HLP Office)
 - Borrow Direct Partner Institution Affiliates
 - (Brown, Columbia, Cornell, Dartmouth, Duke, Harvard, Johns Hopkins, MIT, Princeton, Stanford, U of Chicago, U of Penn, Yale)
-

Indiana University-- Bloomington

Quick Guide

Photocopying+scanning? **yes (fee)**

Open Stacks **yes**

Call materials from storage/closed stacks? **yes**

use databases linked to catalog? **yes**

access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **Yes**

Procedure

Ahead of visit

- Lilly Library Special Collections
 - Create online account
 - <https://iub.aeon.atlas-sys.com/aeonauth/aeon.dll?Action=10&Form=79>
 - Order materials
 - Search via <https://libraries.indiana.edu/archives-online-indiana-university>
 - Inquire about unlisted items via form
 - <http://www.indiana.edu/~liblilly/ask.php>

At time of visit

- Access for up to 5 days (free)
 - Visit IPO office
 - lobby of Regenstein Library
 - 1100 East 57th St, 1005
 - 773-702-3344
 - Gov't ID
- Longer periods
 - Email a statement of research purpose
 - ipo@uchicago.edu

Privileges

Free (5 days max)

Access digital resources on-site with personal or library computers

Access special collections

Order archival materials ahead of arrival

\$100/semester

Access digital resources on-site with personal or library computers

Access special collections

Order archival materials ahead of arrival

Exceptions

Indiana Residents

UCLA

Quick Guide

- *Photocopying+scanning?* **yes**
- *Open Stacks* **yes**
- *Call materials from storage/closed stacks?* **yes, with application**
- *Use databases linked to catalog?* **Yes, on-site**
- *Access special collections, rare books?* **yes, with application**
- *Call materials (storage/spec coll/rare) in advance of arrival?* **Yes, with application**

Procedure

Ahead of visit

- Request appointment and materials at the Archive Research and Study Center of the UCLA Film & Television Archive
 - At least two weeks in advance
 - No viewing without appointment
 - (310) 206-5388 arsc@cinema.ucla.edu
 - Search collections here
 - <https://www.cinema.ucla.edu/collections/explore-collections>
- Call to apply for borrowing card
 - \$80/year
 - (310) 206-8526
- Request materials from Special Collections
 - Create account <https://accounts.iam.ucla.edu/register>
 - Request materials
https://speccoll.library.ucla.edu/logon?_ga=2.3959024.1906862430.1535563214-464866754.1535563212

At time of visit

- Visit a circulation desk to obtain Access card
 - In “most libraries” on campus
 - (310) 206-8526

Privileges

Free and Open

- Open stacks
- Electronic Resources
 - On-site
 - Personal computer
 - Library computers
- Scanning
- Document delivery (scanned+mailed)

After Application

- Special Collections
- Photocopying
 - Obtain card at machines in libraries
- Request materials from storage

After Fee

- \$80
- Borrow (some) books
- Recall books in use by others

University of Michigan

Quick Guide

Photocopying+scanning? **yes**

Open Stacks? **yes**

Call materials from storage/closed stacks? **yes**

Use databases linked to catalog? **yes**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **Yes**

Procedure

Ahead of Visit

- Create online account
 - <https://www.lib.umich.edu/special-collections-research-center/create-friend-account>
- Request (stacks, storage) materials retrieved and held
 - At least 3 business days ahead
 - <https://www.lib.umich.edu/borrowing-and-circulation/library-material-request-visitors>
- Apply for Borrower's Card
 - Can also be done at time of visit
 - \$250/year
 - Mail hard copy and check
 - <https://www.lib.umich.edu/files/services/forms/guest.pdf>
- Request Special Collections materials
 - At least 3 business days ahead
 - Must create online account first
 - Option to request for Special Collections Reading Room in 3 places:
 - Catalog
 - <https://search.lib.umich.edu/catalog?library=All+Libraries>
 - Finding Aids
 - <https://quod.lib.umich.edu/s/sclead?page=browse>
 - Via online Account (for un-catalogued items)
 - <https://www.lib.umich.edu/special-collections-research-center/how-access-our-materials#uncataloged>

At Time of Visit

- Register at Special Collections with photo ID
 - MWRF 10-5; T10-8
- Purchase Borrower's Card
 - Can also be done at time of visit
 - \$250/year
 - Hatcher Graduate Library North Circulation Desk

Privileges

Open and Free

- Open stacks
- Library facilities
- Resources linked to catalogue (library computers)

Free after Registration

- Call materials from storage
- Request materials to be held
- Special collections

Fees

- Borrowing privileges
 - \$250/year

The Morgan Library (New York)

Quick Guide

Photocopying+scanning **no**

Open Stacks? **no**

Use databases linked to catalog? **no**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **Yes**

Procedure

Ahead of Visit

- View online catalogue
 - <http://corsair.themorgan.org/cgi-bin/Pwebrecon.cgi?DB=local&PAGE=kbSearch>
 - Music collections Research Guide
 - <https://www.themorgan.org/research/guides/music-manuscripts-and-printed-music>
- Apply to make appointment
 - Includes description of research, items desired to view
 - <https://www.themorgan.org/research/reading-room-application>
- Make appointment to view special collections
 - M-F 9:30-4
- Request materials
 - corsair@themorgan.org

Privileges

Free after Successful Application

- View Special Collections materials

- Take digital photography of materials
-

The Newberry Library (Chicago)

Quick Guide

Photocopying+scanning **yes (fee)**

Open Stacks **yes**

Call materials from storage/closed stacks? **yes**

Use databases linked to catalog? **yes**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **yes**

Procedure

Ahead of visit

- Create account on website
 - <https://requests.newberry.org/>
- Order materials
 - Online catalog <https://webvoyage.carli.illinois.edu/nby/cgi-bin/Pwebrecon.cgi?DB=local&PAGE=First>
 - Research guides <https://newberry.org/research-guides>

At time of visit

- Present picture ID with proof of address or foreign passport to the welcome office
 - Student ID or gov't ID
 - Proof of address: utility bill, pay stub, personal check, driver's license, state ID
 - Tues-Fri 9-5, Sat 9-1
 - 60 West Walton St., Chicago

Privileges

Open and Free

- Open stacks

Free after registration

- Databases linked to catalog

- Personal computer
- Library computers
- Order materials from off-site
- Order and view archival materials
- Take flashless digital photos of materials

Fee

- Photocopies (.40/pg)
-

picture ID **w/ current address or passport welcome office in-person**

Fee **no**

letter of introduction **no**

Stanford University

Quick Guide

Photocopying+scanning? **yes**

Open Stacks? **yes**

Call materials from storage/closed stacks?

Use databases linked to catalog? **yes (limited)**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **yes**

Procedure

Ahead of Visit

- Request Special Collections materials
 - 2 business days prior
 - <https://searchworks.stanford.edu/>
 - Guide to finding aids <http://www.oac.cdlib.org/help/>
 - (650) 725-1022
 - specialcollections@stanford.edu
- Contact Archive of Recorded Sound for appointment and materials
 - At least 4 business days prior
 - soundarchive@stanford.edu

At time of Visit

- Obtain Visitor Pass

- Green (main) Library, Art Library, East Asia Library, or SAL1&2
 - Green Library 557 Escondido Mall Stanford, CA
- Photo ID of following type
 - U.S. passport or U.S. passport card
 - Department of Defense military identification card (active duty or retired military and their dependents, and DoD civilians)
 - Permanent resident card
 - U.S. border crossing card
 - Native American tribal photo ID
 - Foreign government-issued passport, national ID card, or foreign driver's license with English text
 - Canadian provincial driver's license or Indian and Northern Affairs Canada card
- Register at Special Collections (annually)
 - Present government ID
 - 2nd floor of Green Library, Bing Wing
- Sign in with photo ID at Archive of Recorded Sound
 - M-F 9-5
 - 541 Lasuen Mall Braun Music Center Stanford, CA

Privileges

Free after Registration

- Visitor Pass
 - 7 days/year
- Scanning privileges
 - First obtain Printing Card at any info desk
- Sound Archive 30-day streaming of requested digital reproduction
 - Only available if item was previously digitized

Fees

- Access Privileges
 - Access-only
 - \$10-300; Day thru Year-long
 - Borrowing
 - \$250 3-month
 - \$800 year
 - 25-item limit
- Copy and Print
- Digital reproduction of Sound Archive holdings
 - \$40 for 1st, \$20 each subsequent
 - \$5/page (low res)

University of Wisconsin

Quick Guide

Photocopying+scanning?

Open Stacks **yes**

Call materials from storage/closed stacks? **yes**

Use databases linked to catalog? **yes**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **yes**

Procedure

Ahead of visit

- Create Special Collections account
 - <https://wisconsin.aeon.atlas-sys.com/aeonauth/aeon.dll?Action=10&Form=79>
- Request materials
 - General Special Collections
 - <https://wisconsin.aeon.atlas-sys.com/aeonauth/aeon.dll>
 - For questions about music special collections, contact
 - Music library
 - 608-263-1884
 - askmusic@library.wisc.edu
 - Curator Nate Gibson
 - nathan.gibson@wisc.edu
 - Film Archive at Wisconsin Center for Film and Theater Research (incl audio-only)
 - One month ahead of time!
 - Include call number
 - 608-264-6466 or 608-264-6460
 - M-F 8a-5p, S 9a-4p
 - askmovies@wisconsinhistory.org
 - If requested via email, also call to confirm
 - Finding aids
 - <http://digicoll.library.wisc.edu/cgi/f/findaid/findaid-idx?c=wiarchives;page=browse;id=navbarbrowselink;cginame=findaid-idx>
- Pay and apply for Borrowing Privileges
 - Pay here

<https://www.library.wisc.edu/friends/about/support/>

- Then apply here <https://www.library.wisc.edu/services/borrow-renew-request/card/>

At time of visit

- Present ID at Memorial Library to get a Visitor's Pass
- Present ID at WFTR for access to materials
 - 816 State St.

Privileges

Free and Open

- All libraries except for Memorial Library (main library)
 - Open stacks
 - E-resources
 - Personal computer
 - Library computer
 - Scanning

Free after Registration

- Memorial Library
 - Open stacks
 - E-resources
 - Personal computer
 - Library computer
- Wisconsin Center for Film and Theater Research
 - Open Stacks
 - E-resources
 - Special Collections

Fees

- Photocopying and printing
 - Pick up card at any Info Desk
- Borrowing
 - \$40/yr Friends of the Library card

Exceptions

- Wisconsin residents
-

Yale University

Quick Guide

Open Stacks? **yes**

Photocopying+scanning? **call to ask**

Call materials from storage/closed stacks? **yes**

Use databases linked to catalog? **with paid membership**

Access special collections, rare books? **yes**

Call materials (storage/spec coll/rare) in advance of arrival? **call to ask**

Procedure

- Bring government-issued ID to register in-person at the **Privileges Office** (nave of Sterling Memorial Library)
 - ID accepted: State ID/Driver's License (US or CA), Passport, or US Permanent Resident Card
 - Mon-Fri: 8:30am - 4:45pm; Saturday: 10:00am - 4:45pm; Sunday: Closed
 - (203) 432-1775; askyale@gmail.com

Privileges

Desk Pass

- Free
- Access library facilities for all open hours (some sub-library restrictions)
- Retrieve up to 20 items for use in library from both Sterling and Library Shelving Facility collections

Stacks Pass

- \$20/wk or \$40/month
- Access library facilities for all open hours (some sub-library restrictions)
- Retrieve up to 20 items for use in library from both Sterling and Library Shelving Facility collections
- Access electronic resources while on-site

Borrowing-- Standard

- \$200 per three month increment or \$750 per year
- Check out up to 15 books, from any Yale library
- Loan length – two months or date of expiration, whichever is lesser.
- Access library facilities for all open hours
- On-site access to electronic resources

Borrowing-- Premium

- \$850 per year (only available at year rate)
- Check out up to 50 books, from any Yale library
- Loan length – two months or date of expiration, whichever is lesser.
- Access library facilities for all open hours
- On-site access to electronic resources

Irving S. Gilmore Music Library

- Located within Sterling Memorial Library, open to general public
- Appointment required for Special Collections access
 - For general special collections inquiries, contact the Archivist, [Richard Boursy](#).
Link dead, call for contact info
 - For Historical Sound Recordings (HSR), contact the Head of HSR, [Mark Bailey](#).
“”
 - For Oral History of American Music (OHAM), contact the Research Archivist for OHAM, [Anne Rhodes](#). “”

Exceptions

- City of New Haven employees
- BorrowDirect (see institution list under Harvard)
- Alumni
- Spouse/Partner
- Faculty/Staff/Students from other universities