Annual Report of the Rights & Responsibilities Committee
of the Librarians’ Assembly
September 1, 2003-August 31, 2004

Members: Patricia Tully and Renata Kalnins, Co-Chairs; Patty Hatch, Elizabeth McKeigue, Frances O’Donnell, Kazuko Sakaguchi

Following a review of the viability and role of a Rights and Responsibilities committee by the Executive Committee in the previous academic year, the newly reconstituted Rights and Responsibilities Committee began work in September 2003.

At the beginning of the year, the Committee decided to work on developing the following four projects during the upcoming year:

- Develop a public program on an issue concerning ethics in librarianship.
- Review the dated *Handbook for Librarians and Professional and Administrative Staff in the Harvard University Library*, last revised by the Rights and Responsibilities Committee on December 15, 1998, with an eye to updating the document or creating an alternative.
- Develop a list of useful web links to professional standards, etc. to be placed on the Committee’s web site.
- Work in concert with other LA committees that have expressed an interest in developing a mentoring program for librarians at the Harvard libraries

By August end, the status of the four projects is as follows:

- Ethics Program. Patty Hatch and Elizabeth McKeigue worked on program proposals. Several ideas for programs on patron privacy and library automation systems were pursued throughout the year but met with roadblocks. The Committee still hopes to develop an ethics program in the coming year.
- Handbook project. Renata Kalnins and Fran O’Donnell reviewed the existing Handbook and developed an alternative *One Stop Guide to the Harvard Libraries*. The Committee is waiting for the Executive Committee to review the proposed Guide.
- Web links. With input from other committee members, Pat Tully assembled web links to codes of ethics, intellectual freedom sites, competency standards, Harvard statements on rights and responsibilities and guidelines for status and professional development. These links were presented to the Executive Committee in July and will be posted on the Rights and Responsibilities Committee’s website.
- Mentoring project. Pat Tully and Kazuko Sakaguchi met with members of other LA committees to develop a Mentoring Project. Pat Tully reported on project work to the Executive Committee. The working group prepared a draft proposal for a pilot project and a survey that were presented to the Executive Committee for review. The working group will continue work on developing a mentoring project in the coming year as an ad-hoc committee of the LA.

By August end, the Committee had lost two members. At the end of May, Fran O’Donnell told the Committee that due to other professional commitments, she would no longer be able to serve on the Committee. At the end of June, Pat Tully announced that she would be leaving Harvard for another position and as a result, would only be able to serve until her departure date at the end of July.

Respectfully submitted,
Renata Kalnins