
Friends of the Texas A&M University Libraries

Board of Directors Meeting Report

Call to order

The Fall Board Meeting was called to order by Friends President Linda Hartman at 3:04 PM on November 7, 2025. This meeting was held via Zoom at Sterling C Evans Library Room 204A.

Agenda

A copy of the agenda as submitted by Friends President Hartman is attached to these minutes as **Appendix A**.

Attendance

The list of attendees is included in **Appendix B**.

Welcome and President' Remarks

Friends President Hartman welcomed everyone to the meeting. Linda reminded everyone about the upcoming Sesquicentennial and our support of the efforts of the Libraries. Nominating season is upon us. She will be reaching out to people for the committee but noted that the responsibility really falls on all of us. We have four Board members finishing their second term. Frank Reedy did not start his second term this summer and asked that we approach him for consideration again. Three Board members will be finishing their first term. Linda will reach to see if they want to have a second. For Officer positions, we need a Treasurer due to Melissa rolling off her second term. We are also in need of someone for Membership and with Marketing knowledge. Carolyn will be reaching out to spin up our By-Laws committee soon. Linda didn't have a Constituent Network update as the Fall meeting isn't until next weekend.

University Librarian Report

Julie Mosbo Ballestro reported on the Libraries projects today.

1. Maker Zone - The Maker Zone officially opened this past Monday and is already a hit with students. All scheduled workshops are full with waitlists, showing strong interest in hands-on creative projects.
 - a. This space is a smaller-scale version of the maker space we plan to develop on the Annex 6th floor. It currently features four types of sewing machines, multiple Cricuts, and a Glowforge laser cutter.
 - b. Students can reserve time outside of workshops, and while we provide limited supplies, most materials must be brought by the users. Due to space constraints, we're not accepting material donations at this time.
2. Space Planning - We're nearly finished with the Program of Requirements for our space planning efforts. We're finalizing renovation priorities and budget details, which I'll present to the Executive Facilities Committee for approval. Once approved, the proposal will go to the Board of Regents. If they sign off, we'll be able to move forward with the renovations in fall 2026.
 - a. Our renovation priorities are:
 - Evans 2nd floor
 - Evans 6th floor
 - Annex 6th floor
 - WCL 2nd floor
 - MSL 2nd floor

3. Scrap of Life - A new exhibition is opening at Cushing Library next Friday called “Scrap of Life: History in Scrapbooks and Diaries”. This exhibition offers visitors the opportunity to explore history through deeply personal lenses. The exhibit showcases hand-written entries, sketches, and clippings from original scrapbooks and diaries from Cushing’s collections that offer first-hand perspectives on historical events like the New London school explosion in Texas and life in Japan during and after World War II. The exhibition runs through March 20, 2026.
4. Sesquicentennial - Planning for the Sesquicentennial continues. The Planning Committee is working on firming up what events and activities will be part of the celebration. Some of the signature events we are thinking about are:
 - Opening Ceremony
 - Spirit of 150 Week
 - Speaker Series
 - Parade
 - Lifestyle event
 - Concert
 - Closing Ceremony

The Libraries are actively preparing for the Sesquicentennial. Krista, Robin, and the Cushing team are leading the development of the Signature Exhibition in collaboration with Kaser Designs. They’ve had several productive meetings recently and are currently in the conceptual phase – defining the exhibition’s goals, themes, and narrative structure. The proposed storyline will explore the Aggie journey through distinct eras:

- The founding and early years
- Aggies in action
- Tradition meets transformation
- Shaping the modern university
- Impacting Texas’s academic and research landscape
- A&M’s legacy and future

We’re excited about the potential of this exhibition – not just as a celebration of our history, but as a steppingstone toward a future museum. Krista and Robin along with the History Subcommittee are leading the development of the Sesquicentennial book which will be a full-color coffee table publication from the University Press that celebrates A&M’s 150-year history. The book draws heavily from archival materials and artifacts housed in the University Archives and other campus collections. It will be organized into 15 chapters, each covering a decade of A&M’s story. The final manuscript is due to the Press next Friday, after which it will move into the copyediting and design phase. Printing is scheduled for late April or early May, allowing it to be featured in the Press’s fall catalog. The book will be released in October 2026, just in time for the holiday season.

Library Liaison Report

Adelle explained that the History sub-committee, a sub group of the 150th Committee, is writing a coffee table style picture book for the Sesquicentennial. They needed to get far enough along to know the size of the book to be able to provide a cost. Adelle presented the PACE Grant Application for the book. An amendment was included to increase the initial number of **Moved by Past President Peggy Nolan** to approve the amended PACE Grant Application for \$75,000 to print 4,000 copies. The motion was seconded by Dawson Bremer. The only question was from Melissa DeWitt inquiring about the

timing of the payment, which is April 30, so she can plan for the expenditure. When the vote was called the motion prevailed.

Adelle presented a second PACE Grant Application to fund a student worker to help meet the demand for the upcoming 150th Anniversary celebration. This is a 'part B' of the first student worker that has already been approved and the monies allocated. **Moved** by **Past President Peggy Nolan** to accept the PACE Grant Application for \$13,024 for a second student worker to be paid in December 2025 and August 2026. The motion was seconded by Sheri Yetter. The vote was called, and the motion prevailed. The PACE Grant Applications are included in **Appendix G**.

There was discussion regarding the PACE Grant Application process. Feedback from both sides was solicited. Adelle inquired about submitting them in between meetings.

Adelle summarized the ongoing updates and the current amounts in the funds. She recapped the Preservation Funds history. Mayo Circle will be this coming Thursday. Adelle's full report is included in **Appendix F**.

Approval of Minutes

The minutes for the Summer Retreat (July 26, 2025) were reviewed. Sheri found a word omitted on under the University Libraries report, item number 1. The minutes will be updated then stand approved as corrected.

Committee, Council, and Working Group Reports

Reports are included in **Appendix D**.

Financial Report

The financial reports are in **Appendix C - Financial Report**. Treasurer Melissa DeWitt covered the key points of the reports. Statement of Activity

Unfinished business

No unfinished business was brought before this committee.

Motions

Included here is a short recap of key motions made during this meeting.

- Moved by Peggy Nolan to accept the PACE Grant application for Sesquicentennial Book for \$75,000 for 4,000 copies. The motion was seconded by Dawson Bremer and passed unanimously.
- Move by Peggy Nolan to accept the PACE Grant application to fund a second student worker for \$13,024 payable over August and September. The motion was seconded by Sheri Yetter and passed unanimously.

Announcements/Notes

- Our next meeting is Friday, February 6, 2026 on campus. Linda will work with Adelle to have an event in conjunction with the meeting.
- Karen reminded all Committee Chairs to contact me to set up a Zoom link for any upcoming meetings.

There being no further business to bring before this meeting, Friends President Hartman adjourned the meeting at 4:43 PM.

Karen M. Huber

Secretary

Date of approval

Appendix A – Agenda

1. Welcome
 2. President’s Remarks (Sesquicentennial, Nominating season, By-Laws, CN Update)
 3. Minutes for approval
 - a. July 25, 2025
 4. Committee Reports
 - a. Membership
 - b. Finance
 - c. Marketing
 5. PACE Grant applications
 6. University Librarian Report
 7. Library Liaison report
 8. Adjourn
- i. Tools Review
 - ii. Paver Campaign
- d. Annual Meeting

Appendix B – Attendees

Members Present

Linda Hartman '87, President
Carolyn Phelan '89, VP/President Elect
Karen Hunter '85, Secretary
Melissa DeWitt '77, Treasurer
Peggy Nolan, Past President
Dawson Bremer '86
Sue Ellen Miner '81
Kris Petersen '81
Pat Pierson
Virginia Shanks '88
Elleanor Vessali '96
Shanedria Wagner '92
Sheri Yetter '08

Library Staff

Julie Mosbo Ballestro
Adelle Hedleston '88
Kiara Jackson

Appendix C – Financial Report

Statement of Activity

Friends of the Texas A&M Libraries
Statement of Activity
 May - October 31, 2025

	Total	Budget
Income		
Membership Income	\$ 4,479.72	33,600.00
Brick Paver Program	-	4,850.00
Retreat Fees	-	2,500.00
Sesquicentennial Donations	-	2,500.00
Annual Meeting Income	1,335.00	30,000.00
Other Donations	154.63	3,000.00
Interest	1,596.21	140.00
Total Revenue	\$ 7,565.56	76,450.00
Expenditures		
Advertising and Marketing	-	3,500.00
Annual Meeting Expense	3,448.71	15,000.00
Fundraising fees	-	-
Credit Card Fees	196.59	1,500.00
Insurance	323.00	400.00
Office expenses	33.00	2,877.00
Paver Expense	-	2,675.00
Retreat Expenses	-	2,500.00
Software and Website Fees	1,003.21	2,000.00
Tax Preparation	840.00	500.00
Total Expenditures	5,844.51	30,952.00
Net Operating Revenue	\$ 1,721.05	45,498.00
Library Support		
President's Gift	-	2,500.00
Longevity Awards	4,850.00	5,400.00
Opportunity Scholarship	500.00	500.00
Total Library Support	5,350.00	8,400.00
Net Revenue (Loss)	\$ (3,628.95)	37,098.00
Beginning Balance as of May 1, 2025	\$ 173,507.67	
PACE Grant Project 1		
PACE Grant Project 2		
Texas Pioneer Fund	(15,512.24)	
Sesquicentennial Fund	(116,450.00)	
Total Designated/Restricted Funds	(131,962.24)	
Remaining Cash Balance	\$ 37,916.48	

Note 1: The amount restricted from the Abbott account for the Sesquicentennial Fund is \$8,550.

Note 2: A PACE grant for a student worker researcher for \$12,000 has been approved but not paid.

Appendix D – Reports

Bylaws Committee

Carolyn reminded everyone that Dawson, Elianor, Sheri and Peggy are on the Bylaws Committee. She will send dates and set for the first meeting.

Membership

Carolyn reported that she and Adelle need to get together on wording. She met with Karen to review the recurring payments. The goal is to contact everyone and get them to set up an account on the new system to be able to cut off the current payments. She reviewed Board Members to switch first. The next step will be to get missing emails.

Finance

Melissa noted that we had to pay two years of tax preparation since we were not billed last year. A Statement of Activity is included in **Appendix C**

Marketing

Peggy reported that we sent out a newsletter on September 29th through Membership Toolkit. It went to 252 unique email addresses, and 239 were delivered; 186 people opened it for 417 openings, meaning some opened it multiple times. Thirteen bounced back, so the emails need to be updated. We are on track to send one out in December.

Brazos Valley Gives brought in \$3,114 on the day of giving from 8 unique donors. There were not any new donors. We need to determine if we will be more diligent as a board to support this with social media posts. The first year we had many small donations, so we need to discuss it for the future.

We have raised \$8,225 over two years. Our goal was to raise awareness about who we are. Adelle inquired if a gift would count towards a membership - it does not. Next year's funds will be towards a next project since it will be post- Sesquicentennial so we will need a new 'elevator pitch'.

Peggy noted that we have had recruiting 'tools' in the past in the form of business cards and rack cards. She is looking for input on the types of tools needed to be able to sell what we do. She also showed 'Numbers' flyers that can be produced by the Association of Former Students. Peggy would like this feedback in the next two weeks.

We are ready to do a Paver Campaign before the holidays. We need a minimum of 10 to make an order (to avoid a surcharge), and it is an easy sell. Ours are the cheapest brick on campus (\$150), but the price will go up after the Sesquicentennial.

Annual Meeting

Virginia reported that they had issues with dates, but they are back to the original date of Saturday, April 25th in the evening. She and Linda toured the Phillips Event Center today. It was very turnkey, and they were happy with the space – large room, separate place for the bar, great place for sign in. If everyone is fine, Linda will lock it down on Monday. They have other rooms, and at this time, nothing else is booked. The date worked out better for the author. Virginia will send out info on the author, Christy Daugherty '86. We are paying her travel and hotel from Pioneer Fund. Christy has written several YA books, the trilogy under Ava Glass is about a female spy. The format is yet to be decided. They are working on the 'deal' – buy the first book or the bundle.

Appendix F – Library Liaison Report



Upcoming Libraries Events

- Mayo Circle Event – November 13th
- *Scraps of Life: History in Scrapbooks and Diaries* Exhibit – November 14th
 - Visit tx.ag/ScrapsofLife for more information.

5000 TAMU
College Station, TX 77843-5000

Tel. 979.845.8111
Library.tamu.edu

Updates on Ongoing Projects Funded by the Friends *As of November 7, 2025*

PACE Grant for Texas A&M University Sesquicentennial Student Researcher

Funding Schedule: \$7,260 by December 12, 2025*; \$4,620 by August 31, 2025*

*The Friends will be invoiced by the Libraries business office.

Student Assistant Transition

We were initially fortunate to hire Audrey Hendrick with these funds. Audrey, a dedicated student, had already worked on various Special Collections projects in the past. Funded by this grant, her role involved significant contributions, including research dedicated to Mapping Historic Aggield and providing general support for the sesquicentennial. She also presented her "Sink" research at a past Friends Annual Meeting.

We are delighted to report that, as of October 2025, Audrey was hired by the Special Collections and Archives Division in a full-time capacity as the Sesquicentennial Archival Research Specialist for 18 months. This transition is a testament to the high-level professional development and academic growth fostered by the Friends-supported student assistant role.

Continuing Research Support

With Audrey's promotion to a full-time position, we have since hired a new student assistant, Illian Arellano. Illian is a History major who is interested in pursuing a career in libraries, archives, and museums, making him an excellent fit to continue providing dedicated research support for the sesquicentennial initiatives.

Audio/Visual/Film Inventory Student Assistant Project – Digitization Component

Funding Source: \$21,000 (\$20,000 for student wages and \$1,000 for supplies and equipment)

The remaining balance of \$2,371.63 from this project's budget was approved by the Friends on July 25, 2025, to use for the digitization of the films.

To maximize our impact and fulfill the ultimate goal of preservation, we propose combining the remaining \$2,371.63 with recently secured external funding dedicated to digitization. This amount will be leveraged with a \$45,000 grant and a previous \$25,000 award to fund the digitization of the films that were identified and assessed during this inventory project. This combined funding strategy will ensure the longevity and accessibility of these historical moving-image assets.



**Report of Endowments
Held at the A&M Foundation**
As of September 30, 2025

**Edward & Billie Madeley – Friends of the Sterling C. Evans Library Excellence Endowment–
Account #57534**

Use: Support the Libraries as determined by the head of the University Libraries in consultation with the President of the Friends.

Endowment: \$150,100

Investment Income earned annually: ~ \$9,900

Income available: \$52,971

Friends of the Sterling C. Evans Library Endowment (Abbott) – Account #57477

Use: Supports programs and projects of the Libraries which may include capital needs and travel expenses for staff of the Libraries. All expenditures from this Fund must be approved by the chief academic/administrative officer of the Libraries, (presently the University Librarian and Asst. Provost). All reports will be provided to the Friends through the University Librarian.

Endowment: \$61,267

Investment Income earned annually: ~ \$3,408

Income available: \$46,950*

*Donations given to the income (05) side of Abbott from 2/1/2023 – 4/30/2026 may count towards the Friends Sesquicentennial Fund. The total amount reserved for this fund is **\$8,550**. This amount is already included in the “Income Available” above.

Appendix G – PACE Grant Applications

Two PACE Grant Applications have been submitted and are included below.

Friends of Texas A&M University Libraries

PACE Grant Application

Preserve, Acquire, Conserve, Educate

The Friends of the Texas A&M University Libraries supports student and staff success through its efforts to help fund world class research collections, digital resources, exhibits, preservation, programming, and other activities of the University Libraries.

Purpose and Goals of PACE Grants:

- PACE Grants are designed to fund efforts to enhance collections, digital resources, exhibits, and preservation/conservation efforts, in addition to programs supporting student and staff development in these areas.
- The PACE Grant requirements are intended to honor the intent and expectations of the Friends Board of Directors, Friends members, and Friends donors regarding such resources as have been entrusted to the Friends for funding Library requests.
- The PACE Grant application process will assist the Friends with:
 - Selecting and supporting requests that best align with the organization's mission
 - Becoming more efficient and more deliberate in our funding and funding methods
 - Increasing the Board's fiduciary awareness while exercising their fiduciary duties

Library Applicant Information:

Name:	Krista Oldham
Title:	Director of University Archives
Library/Department/Unit:	Cushing Library/Special Collections and Archives Division/University Archives
Email:	koldham@tamu.edu
Phone:	979-845-6370

Funding Request:

- This is a request for a:

<input checked="" type="checkbox"/>	Project (an activity that does x,y,z or extends for abc time period)
<input type="checkbox"/>	Purchase (outright acquisition)
<input type="checkbox"/>	Program (educational or information outreach activity or event)

- Purpose statement for request to include:

The issue or need being addressed	To celebrate Texas A&M University's sesquicentennial (150th anniversary), the History Subcommittee is proposing the creation of a pictorial coffee table book. This publication is intended to be a visual and historical journey through 150 years of Texas A&M's evolution, specifically honoring its rich history, iconic landmarks, and cherished traditions. The book will draw extensively from a wealth of archival materials and artifacts sourced from the University Archives and various other campus collections, ensuring a visually stunning tribute to the university's enduring legacy.
The anticipated results or overall impact resulting from the funding of this request	Funding this request will have a meaningful and lasting impact by producing a Texas A&M keepsake for the university's sesquicentennial celebration. This high-quality pictorial book will serve as a timeless memento for all who hold Texas A&M dear—former students, current students, faculty, staff, and Aggie fans alike. Through carefully curated archival photographs and artifacts, the book will vividly illustrate 150 years of Aggie history, making the university's story engaging, accessible, and visually captivating.
The near-term and long-term enhancements this funded request would bring to the students, faculty/staff, alumni, Libraries, University, or the various communities the Libraries serve.	In the near term, this book offers a significant and tangible deliverable that permanently marks Texas A&M University's 150th anniversary—a physical commemoration of the sesquicentennial that can be shared, displayed, and treasured for generations. More than just a celebratory publication, it serves as a meaningful testament to the university's enduring legacy, preserving its history in a beautifully crafted form that will outlast the anniversary itself. Created primarily from the rich holdings of Cushing Memorial Library and Archives, the book will showcase the Libraries' exceptional collections drawing new attention to the Libraries' vital role in safeguarding Texas A&M's history. Produced in collaboration with the Friends of the Texas A&M University Libraries, this project will also bring well-deserved recognition to the Friends' steadfast support and commitment to advancing the Libraries' mission.

- Key staff on project and background

Authors:
 Emily Amos, Assistant University Archivist
 Robin Hutchison: Associate University Librarian, Special Collections and Archives Division
 Krista Oldham: Director of University Archives

Libraries Partners:
 Cushing Memorial Library and Archives staff
 Preservation & Digital Service Center (DISC) staff
 Texas A&M University Press

Collections:
 Sanders Corps of Cadets Center
 Texas A&M Athletics, Texas A&M Letterman's Association

- Timeline of execution and completion of funded activity:

Project Kickoff: Immediately
 Book goes to printer late April/early May 2026 (invoice for subsidy due at this time)
 Book published by October 2026.

- Does request align with purpose and goals (see above) of the Friends PACE Grants?

<input checked="" type="radio"/>	YES	<input type="radio"/>	NO – please explain below

Reporting Parameters:

Reporting mechanism and data points (impact, outreach, etc.):	Regular updates on the book’s progress will be provided at each Friends Board meeting and at the annual meeting with the full membership.
How will expected outcomes and expectations of the funded request be measured?	Outcomes will be measured through the book’s sales performance, audience engagement, and participation in sesquicentennial events. Additional qualitative impact will be assessed through community feedback and responses from readers and event participants. All royalties generated from book sales will be returned to Texas A&M University Press to support its ongoing publishing efforts—no royalties will be retained by the authors.
Method and manner of Friends recognition regarding the funding and support of the project, purchase, or program:	Recognition will be prominently displayed on every copy of the book, which will include the statement: "Published by Texas A&M University Press, and funded through the generosity by the Friends of the Texas A&M University Libraries."

- The Friends expect timely updates on the progress of funded projects for each Friends Board meeting (quarterly) or with requests for payment.

Funding Parameters:

PACE Grant request (total):	\$ \$ 50,000.00					
Timeframe for activity, including end date:	The project will start November 2025. Book will go to print April/early May 2026. Book published by October 2026.					
Have other funding sources been pursued?	No					
Can the activity be executed without full funding as requested? If yes, please explain options.	No					
Payment expectations:						
Projects and Programs: Ongoing, by invoice	<input type="checkbox"/>	Monthly	<input type="checkbox"/>	Quarterly	<input checked="" type="checkbox"/>	Project Milestones
Purchases: By invoice	<input type="checkbox"/>	Upon submission of invoice, purchase date, confirmation of purchase, receipts				

- Approved funds will be restricted by the Friends through the stated time period of the activity, at which time the funds will be unrestricted and made available for other PACE Grants.

Budget:

- To include item description, justification, timing, cost, quantity, and total.

The total project cost is estimated at approximately \$50,000, encompassing all expenses associated with the publication of the Texas A&M sesquicentennial coffee table book. This budget includes key production elements such as image preparation, formatting, copy editing, design, and manuscript development, as well as printing costs for a 2,500-copy run to be published by Texas A&M University Press. The finished volume will be a high-quality pictorial book featuring archival images in roughly 200 pages. A detailed budget breakdown will be developed in coordination with the publisher to ensure transparency and responsible fiscal management throughout the project.

Approved: _____
 President, Friends of the TAMU Libraries

_____ Date

- Anticipated final payment request date: April 30, 2026



**Friends of the Texas A&M University Libraries'
PACE Grant Addendum
Sesquicentennial Pictorial Coffee Table Book
November 7, 2025**

Presented by: *Julie Mosbo Ballestro, University Librarian and Assistant Provost*

To commemorate Texas A&M University's 150th anniversary, the History Subcommittee is developing a high-quality pictorial coffee table book celebrating the university's evolution, landmarks, and traditions. During the University's 150th Anniversary Steering Committee meeting on November 6, members noted that the original print run of 2,500 copies might be too limited given the strong anticipated interest in this commemorative publication. Accordingly, we are requesting additional funding to expand the print run. Drawing from the University Archives and other campus collections, the volume will present a visually rich narrative of Aggieland's enduring legacy.

Printing Schedule:

- **Printer:** Late April / Early May 2026 (invoice for subsidy due)
- **Publication Date:** October 2026

Original Request (PACE Grant):

2,500-copy print run — approximately **\$50,000**

Addendum Request:

Additional 1,500 copies — approximately **\$25,000**

Contingency Plan and Recognition

Should the Board elect not to cover the additional \$25,000 for the extra 1,500 copies, we will secure the supplemental funds through the **Sterling C. Evans Mutual Endowment Fund**.

The Friends of the Libraries will receive prominent recognition, with the Endowment Fund acknowledged below it if it contributes supplemental funding.

Thank you for your continued support of this commemorative project honoring Texas A&M University's 150-year legacy.

By signing below, this confirms that the Friends Board has voted to approve the additional funding.

Friends President 2025 -2026
Linda Hartman

Date



Friends of Texas A&M University Libraries PACE Grant Application

Preserve, Acquire, Conserve, Educate

The Friends of the Texas A&M University Libraries supports student and staff success through its efforts to help fund world class research collections, digital resources, exhibits, preservation, programming, and other activities of the University Libraries.

Purpose and Goals of PACE Grants:

- PACE Grants are designed to fund efforts to enhance collections, digital resources, exhibits, and preservation/conservation efforts, in addition to programs supporting student and staff development in these areas.
- The PACE Grant requirements are intended to honor the intent and expectations of the Friends Board of Directors, Friends members, and Friends donors regarding such resources as have been entrusted to the Friends for funding Library requests.
- The PACE Grant application process will assist the Friends with:
 - Selecting and supporting requests that best align with the organization's mission
 - Becoming more efficient and more deliberate in our funding and funding methods
 - Increasing the Board's fiduciary awareness while exercising their fiduciary duties

Library Applicant Information:

Name:	Mark Baggett and Caitlyn Sheets
Title:	Director of Digital Collections; Oral Historian
Library/Department/Unit:	University Libraries/Digital Collections; Cushing Memorial Library & Archives
Email:	mark.baggett@tamu.edu; cbsheets25@tamu.edu
Phone:	979-862-4574 (Adelle Hedleston)

Funding Request:

- This is a request for a:

<input checked="" type="checkbox"/>	Project (<i>an activity that does x,y,z or extends for abc time period</i>)
<input type="checkbox"/>	Purchase (<i>outright acquisition</i>)
<input type="checkbox"/>	Program (<i>educational or information outreach activity or event</i>)

- Purpose statement for request to include:

The issue or need being addressed	To help the University Libraries meet the demands of the upcoming 150th Anniversary Celebration, we need to hire additional student assistants. This support will allow our Libraries' staff and curators to focus on critical projects and ensure we deliver a meaningful and impactful celebration of our university's history. This 150th Student Worker Fund will be invaluable as we go forward and students from different Libraries' units are needed. Below are just some of the student worker needs (e.g. AI and Digital student) that have already arisen since the Student Researcher funded in the previous PACE grant.
The anticipated results or overall impact resulting from the funding of this request	Student(s) will carry out critical AI-assisted transcription and media curation tasks that enhance accessibility, accuracy, and engagement with digital content related to the university's sesquicentennial celebration. The student will: 1. Apply AI and computer vision tools to convert handwritten documents—including cursive and complex scripts—into searchable text, 2. Review original documents and correct AI-generated text to ensure accuracy, 3. Assist in identifying and selecting images, videos, and other media to illustrate key events in web timeline components, 4. Use in-house AI workflows to generate and remediate closed caption files for sesquicentennial oral history recordings 5. Transcribe audio recordings into clear, well-formatted text documents to support the preservation and accessibility of oral accounts and interviews. 6. And generally, as new areas of need arise, we will hire students to address these needs.
The near-term and long-term enhancements this funded request would bring to the students, faculty/staff, alumni, Libraries, University, or the various communities the Libraries serve.	In the near term, this project will enrich sesquicentennial programming by producing high-quality, accessible digital materials that support teaching, learning, outreach, and celebration. Students, faculty, alumni, and the broader community will benefit from improved access to historical documents, enhanced oral histories, and curated timelines that connect Aggies to their shared past. In the long term, the project will strengthen the Libraries' capacity to use AI tools for digital preservation and access, setting a precedent for future collections work. It will also serve as a model for student engagement in meaningful, real-world digital scholarship. For students, this opportunity fosters technical skills, critical thinking, and a deeper connection to Texas A&M's history. For the university and its communities, it ensures that our archival materials are preserved, discoverable, and inclusive—supporting research, education, and public engagement well beyond the sesquicentennial.

- Key staff on project and background

AI and Digital Scholarship Student Assistant
 Mark Baggett: Director of Digital Collections
 Corina Barr: Digital Collections Librarian
 Caitlin Sheets: Oral Historian
 Audrey Hendrick: Student Research Assistant
 Ian Muise: Preservation Librarian
 Krista Oldham and Emily Amos: University Archives

- Timeline of execution and completion of funded activity:

Project Kickoff: Immediately
 Project Close: August 31, 2026

- Does request align with purpose and goals (see above) of the Friends PACE Grants?

<input checked="" type="radio"/>	YES	<input type="radio"/>	NO – please explain below

Reporting Parameters:

Reporting mechanism and data points (impact, outreach, etc.):	Outcomes and achievements will be shared with the Friends of the Libraries Board of Directors through written updates and showcased in relevant events, or online exhibits related to the sesquicentennial.
How will expected outcomes and expectations of the funded request be measured?	Outcomes will be measured through a combination of completed deliverables, qualitative assessment, and student development. Specifically, we will track: <ol style="list-style-type: none"> 1. The number of handwritten documents successfully transcribed and reviewed for accuracy. 2. The number of oral histories with generated and remediated closed captions. 3. The quantity and quality of curated media assets added to the sesquicentennial timeline. 4. The visibility and use of enhanced digital content (e.g., through web analytics or user engagement).
Method and manner of Friends recognition regarding the funding and support of the project, purchase, or program:	The Friends will be recognized for their generous support by acknowledgment on the Libraries' website and within any digital exhibits or timeline components that result from the project and recognized during public events commemorating the 150th anniversary.

- The Friends expect timely updates on the progress of funded projects for each Friends Board meeting (quarterly) or with requests for payment.

Funding Parameters:

PACE Grant request (total):	\$ \$ 13,024.00					
Timeframe for activity, including end date:	The project will run from August 2025 - August 2026.					
Have other funding sources been pursued?	Yes. We have received additional funding from an individual donor.					
Can the activity be executed without full funding as requested? If yes, please explain options.	No. This funding is not included in the Libraries' annual budget.					
Payment expectations:						
Projects and Programs: Ongoing, by invoice	<input type="checkbox"/>	Monthly	<input type="checkbox"/>	Quarterly	<input checked="" type="checkbox"/>	Project Milestones
Purchases: By invoice	<input type="checkbox"/>	Upon submission of invoice, purchase date, confirmation of purchase, receipts				

- Approved funds will be restricted by the Friends through the stated time period of the activity, at which time the funds will be unrestricted and made available for other PACE Grants.

Budget:

- To include item description, justification, timing, cost, quantity, and total.

Please see attached budget.

- Anticipated final payment request date: August 31, 2026

Texas A&M University's 150th Anniversary Libraries' Student Assistant Fund Budget

Budget:

Semester	Weeks	Hours per Week	Rate per Hour	Total per Semester
Summer 2025	4	15	\$11	\$660
Fall 2025	16	15	\$11	\$2,640
2025 Funding*				\$3,300
Spring 2026	16	15/29	\$11x2	\$7,744
Summer 2026	12	15	\$11	\$1,980
2026 Funding*				\$9,724
			Total Budget	\$13,024

* Funding will be needed by December 12, 2025. Invoice will be sent by Libraries.

** Funding will be needed by August 31, 2026