Minutes of the Library Council Meeting
October 10th, 2016
W.R. Coe Library

Present: Andrea Burrows, chair, Ivan Gaetz, Cindy Moore, Birgit Burke, Deb Person, David
                Macaulay, Bob Sprague, Jianting "Julian" Zhu, Melissa Hunter, Shaun Wulff, Cass
                Kvenild, Molly Marcusse, Lori Phillips, Kaijsa Calkins, Sandy Barstow.

The meeting was called to order at 3:15 p.m. Andrea welcomed the council, and asked the attendees to
introduce themselves.

AGENDA ITEMS

I. Introduction and Opening Remarks: Ivan Gaetz, Dean of Libraries. Ivan led the opening remarks
    to introduce himself and the first three topics.

    a. Financial Crisis and UW Libraries: There has been a lot of change in the leadership
        structure for the Libraries, with a new President, a new Provost and a new Dean. For all
        three, the financial crisis was the first item that they had to work with. The state gave UW
        a $41.3 million cut, split in to 3 "manageable" units. In FY16, savings of $7 million was
        realized through scraping empty lines and a retirement incentive program that was
        utilized by more staff than faculty. In FY17, the cut, University-wide, looks like $19.3
        million, and in FY18, up to $15 million, however, that figure has been revised to a lower
        figure and may change again. For FY16 and 17, the libraries' lost roughly 14 positions
        and $350,000 from the collection budget. Planning for FY18 cuts is focused on
        collections. Our portion of the cuts to be made by Academic Affairs has not yet been
        determined. We hope to not cut any more positions as we are now down to roughly 55
        FTE from 70 FTE, and hopefully we will be able to begin the process of applying to have
        positions returned to us. There was a discussion of Huron Consulting and its processes.
        The Libraries, AHC, and Art Museum are working together to gain efficiencies, figure
        out ways to generate revenues, and change processes to conform to the new financial and
        reporting package being implemented across campus. There was a suggestion that the
        Law Library be added to those discussions.

    b. Strategic Planning: Ivan has been working with a member of the library board to begin
        the process and will be meeting with members of the strategic planning steering
        committee to get their advice and perspective. The Libraries are also beginning their own
        strategic planning. Libraries department heads are meeting once a month to begin the
        brainstorming process and serve as the leadership team as more entities (staff, patrons,
        the council and other and allies) are invited to participate in the libraries' process.

    c. Vision and Role of Library Council: Ivan reminded the council of the Unireg that governs
        the expectations of Library Council and Birgit promised to distribute it.

II.   Library Council: 2015-2216 Initiatives: Andrea Burroughs, chair of Library Council. Andrea went over the items that were identified in last year's issues audit (see below). The council spent some time defining the types of resources that are most critical, including human resources. Lori gave a follow-up on the theft issues and theft incident occurrence from last semester. We have additional and more high-definition security cameras and a good relationship with the UWPD. The council discussed whether we could tie human resources in to our strategic planning and asked how we assess what resources are the most critical, including filling positions now and into the future. Our staffing levels are currently very low, and too low to achieve ARL status, for instance, if that was a library goal. The council asked about assessment of library services and Lori explained our work with LibQual and ClimateQual and other methods that we use to assess student satisfaction with/or knowledge of services and instruction. We also work with ASUW to get student feedback. Andrea will work on collecting names of any undergraduate or graduate students who might be interested in being in library council to submit to ASUW for vetting. There was a discussion on how to get feedback for study rooms. Students frequently tell the circulation desk attendants information about the study rooms when they return the study room key. There was a discussion of how to assess faculty use/needs of the library and how to move forward with the items in the audit as we move forward with strategic planning. If you have any other insights or questions, please contact Andrea.
    a. "Issues Audit"
         i. Most Critical: Resources
         ii. Somewhat Critical: Study Spaces, Theft, New uses of resources
         iii. Less Critical: Quiet Study Spaces, Library web pages, reserves
    b. Other: Assessment

III.   Recent UW Libraries Initiatives: Ivan Gaetz, Lori Phillips, others. Ivan gave an update of the four initiatives we are working on.
    a. Student Innovation Center: Larry is spearheading the Libraries' part of this project, partnering with Engineering, College of Education, and the College of Arts and Sciences. It will be a new center for laser technologies, robotics, 3D printing, etc. and they hope to have a soft roll-out by January. This center is "proof of concept" for the larger center being proposed for the new College of Engineering building. It is primarily for UW students but will also be open to general patrons.
    b. "Learning Commons": This initiative is being developed under the leadership of Lori Phillips. It is currently the old media space, Coe 105, and is currently hosting the STEP tutoring program. The challenge right now is to identify the appropriate partners in building a space/partnership with others to help students and create a good, collaborative atmosphere. This initiative will continue to grow and adapt to UW student's needs.
    c. Presentation lab: The presentation lab is funded by the Library Development Board and spearheaded by Steve Boss. The presentation lab is a "One-Button Studio" that allows students (and others) space and tools for creating videos, e-portfolios, recorded presentations, and so on. We hope to have it on-line before the end of this semester.
    d. "PetaLibrary": Petabytes are 1 million gigabytes. The UW libraries digital collections are working with Bill Gern and the Economic Development staff. The PetaLibrary is a data repository for data sets to be archived, shared, and made usable for other researchers.

IV.   Brief Library Profile (handout) Ivan provided a handout with a simple profile of the various library departments with a summary and contact information for each.

V.   Other items: Ivan thanked Lori and the others who kept the library in great shape and ready to take on the challenges of the budget cuts when Ivan arrived. Andrea added that the Library Administration makes being the library council chair easy.

Andrea Burrows, Library Chair, adjourned the meeting at 4:30.