

Library Council
Meeting: Monday, October 12, 2020
3:15 p.m.
Via Zoom

Council Members Present: Melissa Hunter (Chair), Kaijsa Calkins, Dana Caulton, Rachel Crocker, Ivan Gaetz, Cass Kvenild, Jihyun Lee, Debbie McCarthy, Kerry Sondgeroth, Bob Sprague, David Kruger, Tanner Greig, Paula Martin, Matt Gray, Sara Davis, and Amy Pearce

Support Staff: Rochelle Hayes

1. Call to Order:

Melissa Hunter called the meeting to order at 3:15 p.m. Library Council members were welcomed and introductions made.

2. Review of Previous Minutes:

The Council minutes from the previous meeting were approved without further discussion; however, Melissa noted that on a change needs to be made on the 2019-2020 annual report sent to Faculty Senate stating that Amy Pearce represents the College of Law and not the Law Library.

3. Issues from Library Council (as per Senate Regs.):

Melissa reminded Library Council members that an opportunity to present issues from their respective departments will be provided as a standard agenda item.

4. General Library Updates:

a. Personnel changes – Ivan Gaetz:

New employees at the UW Libraries include:

Paula Martin, Assistant Dean of User Services
David Brown, Regional Medical Library Membership Coordinator
Derrick Mason, Innovative Media and Learning Spaces Librarian
Jenn Strayer, Collection Development Librarian
Susan Wynn, Metadata and Discovery Librarian
Everett Gaither, Office Assistant Senior
Sabrina Heuschkel, Library Assistant Senior
Rachael Laing, Project Specialist

Employees who departed from the Libraries include:

Dave Macaulay, Electronic Services Librarian
Michelle Green, Learning and Engagement Librarian
Hillary Baribeau, Digital Scholarship Librarian
Yolanda Hood, Carol J. McMurry Distinguished Librarian for Academic Excellence
(endowed position)

In addition, Senior Library Assistant, Linda Waggener in Inter Library Loan (ILL) passed away due to health reasons. The Libraries are in the process of replacing all positions depending on the approval process as well as UW President Ed Seidel's and the Board of Trustees' initiatives.

b. Libraries Strategic Initiatives: Leadership Teams – Cass Kvenild:

Updates were provided on the status of leadership teams working on initiatives as defined in the Libraries Strategic Plan 2017-2021. Leadership teams working on 2017-2019 initiatives included high priority projects such as virtual reality, a digital scholarship center, student spaces, a pop-up entrepreneur center, and library storage on a newly designed website. The virtual reality and student spaces leadership groups are ongoing projects.

New leadership teams for 2020-2021 include a Blockchain Investigative Team and a Discovery Enhancement Team. Due to state legislative efforts, the University is being prompted to assist in the diversification of the state's economic development and the regulation of Blockchain. The Libraries can support the University's efforts via its application in open source computing, multiple library transactions, and integrated library systems. The Blockchain Investigative Leadership Team is assisting with the facilitation of these efforts. In addition, to define what Blockchain is, it is known mostly for its ability in facilitating financial transactions based upon bitcoin or other cryptocurrencies.

The Discovery Enhancement Leadership Team relates to how people find resources in the Libraries and more specifically, how a search is provided to users along with the ease and ability in locating a search feature. The Libraries' new website has greatly assisted in this search process as well as determining how resources are being utilized and improving the ability to access open materials in a coherent way. The goal of the Discovery Enhancement Team is to make recommendations that fine tune discovery elements and services as well as providing the most accurate and best results.

c. UW Libraries Reopening – Cass, Paula Martin, Kaijsa Calkins, Debbie McCarthy:

UW Libraries' instruction, reference help, and consultations within the Education & Research Services (ERS) Division are available with employees working remotely. Special Collections are also assessable to university employees, but by appointment only. Digital Collections' employees are currently working on digitization projects behind closed doors but have remained available via email.

Resource, Discovery, & Management (RDM) Division are working a hybrid schedule of remote and on-site due to the processing of physical materials. Most materials obtained however, are transitioning to electronic and digital formats with a high demand for streaming (such as documentaries, popular films, TV shows, etc.). Due to planning around licensing and legal issues, it is best for any requests for these materials to be made early. Cass included a link in the Zoom chat feature, which includes a form that aids in the planning of any requests. Most textbooks (e-texts) publishers, Disney, and Disney affiliated products are not available in an electronic format. The Libraries have sent out announcements regarding reserves, however faculty can still be contacted in person if needed.

User Services Division are receiving between 600-800 patrons a day. Both branches, the Geology Library and the Learning Resource Center (LRC) are open. The LRC utilizes a

controlled format due to their association with the UW Lab School, which LRC staff works closely with the teachers and students by going into the actual classroom instead of the classes going to the library. ILL continues to be very busy.

Once the University's Phase Four begins, it is uncertain if the Libraries will maintain physical opening hours and will be determined by the University and the Emergency Executive Policy Group (EEPG), the state of infection levels, and the presence of student employees. The University's ability to test for Covid-19 is a key factor when considering what open hours can be maintained during phase four, so the Libraries have prepared multiple hour-scenarios to determine what is allowable.

In addition, the Libraries recognize the lack of group study spaces is a concern for students, however, the EEPG mandates for them to remain closed. Hopefully, the Libraries will be able to open them back up during the spring semester.

5. UW Libraries Budget Reductions – Ivan:

The University will be facing a state-mandated 20% budget reduction over the current and following fiscal years. However, due to the Board of Trustees allocating funding reserves from other sources, only a 5% cut will be required for this fiscal year, which equates to an approximate amount of \$600,000 to \$750,000 cut from the Libraries' budget. This amount could increase in the next fiscal year. The Libraries Management Team have been mapping out strategies and scenarios involving the three budget lines: collections, operations, and personnel. Due to the 20% loss from the workforce during the 2016 budget reduction, the focus will deal mostly in collections and some out of operations. This will involve identifying the lesser or non-used resources for elimination as well as eliminating the purchasing of materials that have more than one format. Digital formats are the preference.

In the future when budget cuts become more severe, Ivan would like to involve Library Council members along with campus departments and academic units to discuss how the cuts could affect the respective college's educational programs and the ability to adjust accordingly. Council members may be asked to assist with logistics, facilitating discussions, and/or gathering information.

6. Other Business:

There was no other business.

7. Meetings for 2020-2021:

The next meetings will be held at 3:15 p.m. (via Zoom unless notified) on the following dates:

- December 7, 2020
- February 1, 2021
- April 5, 2021

8. Adjournment:

The meeting adjourned at 4:24 p.m.