

Library Council
Meeting: Monday, December 6, 2021
3:15 p.m.
Room 506 and Zoom
<https://uwyo.zoom.us/j/3077663641>

Council Members Present: Brenda Alexander (Chair), Dana Caulton, Matt Gray, Jihyun Lee, Tawnya Plumb, Mary Beth Brown, Bob Sprague, Ivan Gaetz, Cass Kvenild, Kaijsa Calkins, Paula Martin, Debbie McCarthy, and Sammy Peter

Support Staff: Rochelle Hayes

1. Call to Order (Brenda):

The meeting was called to order at 3:15 p.m. Library Council members were welcomed and the agenda reviewed.

2. Review of Previous Minutes:

The Council minutes from the previous meeting were approved without further discussion.

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

Matt sent out a query to the College of A&S asking their comments regarding any issues they may have with the Libraries. He received almost entirely positive feedback with the exception of two minor concerns, which include as follows:

- Renewing an item - automatic versus physical checkout: Libraries' policy states that once an item has exceeded a set amount of renewals, the item is no longer qualified for an automatic checkout but will need to be physically brought in to the circulation desk. The reason behind this policy is so that Libraries' staff can verify the condition of the item, confirm that the items still exists, and maintain consistent policies for all patrons. However, if anyone has a specific circumstance or any questions, please contact Shannon Person or Paula Martin, who would be more than willing to work with that individual.
- When fulfilling an order, determining if electronic versus physical resource will be used: Generally, electronic resources are preferred over physical resources. However, in certain cases it may be easier to loan out the physical book, especially to patrons throughout the state; or in other cases, individual pages or chapters will be scanned and then placed on the reserve shelf. When dealing with electronic resources, purchased materials are preferable over leased materials. However, these models are always in constant flux and increasingly becoming more complex. If there are any questions, please contact Debbie.

4. Personnel Updates (Cass):

The following personnel updates are as follows:

Chealsye Bowley, Digital Scholarship librarian, resigned in early November.

Derrick Mason, Media & Learning Spaces librarian resigned in early December.

Kay Hert, Accountant retired after 41 years of service in early December.

Rochelle Hayes, Office Assoc., Sr. will be resigning at the end of December.

Ivan is currently working with the Provost to gain necessary approvals needed in order to hire for the vacant faculty positions. Hopefully these positions will be filled by the spring.

5. UW Libraries Budget Reduction & Priorities (Ivan):

Few changes have occurred since the last meeting other than the Board of Trustees met last November and made their approvals; one being that they agreed to push back the reorganization of the units to FY23. For FY22, the Libraries is committed to a 3% decrease of the budget. If there are any concerns from faculty, the Libraries can meet with them either on an individual basis or at the entire college level to address concerns.

6. UW Libraries – Other Updates (Ivan):

- Grand Opening of the Learning Commons: The Learning Commons' grand opening ceremony will take place tomorrow, December 7, 4-5pm on Level one of Coe. Provost Kevin Carman and Ann Alexander will be speaking at the event. Library Council members are welcome to attend. Also, there will be a ribbon cutting and light refreshments will be served.
- Self-study: The Libraries' self-study is progressing well and when completed, will be followed by a Town Hall with a Q&A to gain employees' final thoughts. An executive summary will then be prepared and submitted to Provost Carman, the Board of Trustees, and the Library Council. This study will then lead into an external study.

7. Other Council Business:

Regarding the vacant undergraduate and graduate seats, it was proposed to hold off filling these seats until next year; however, a potential student or students should still be identified at the end of this year. Brenda has a graduate student who can currently fill the seat but with only two meetings left, this student wouldn't be able to provide much input and will also be graduating. Ideally, a student who can commit to serving two years would be most beneficial. Brenda is currently in the process of contacting ASUW so that they can assist in finding individuals; however, any input from council members are welcomed.

Also, since Rochelle is leaving at the end of the month, new Zoom links for the final two meetings will be created and provided to members.

8. Meetings for 2021-2022:

The next meetings will be held at 3:15 p.m. in room Coe 506 (and Zoom) on:

- February 7, 2022
- April 4, 2022

9. Adjournment:

The meeting adjourned at 3:45 p.m.