

All Staff Town Hall

4.1.20

Attendees: 77 University Libraries staff members attended through Zoom.

Deb Ward – Interim Vice Provost of University Libraries

Welcomed participants to our second town hall during this time of working from home.

Staff Advisory Group officers and Deb discussed how to handle the upcoming SAG meeting, in relationship to the Town Hall meetings since they are both scheduled for next week. It was determined that we might have a SAG meeting if anyone has a topic to cover, otherwise we will stick with the LMT townhall on Wednesday. However, if someone does have an interesting topic they would like to share at the SAG meeting, please send it to Erin Powell, Rachel Alexander or Noel Kopriva.

Cases in mid-Missouri are on the rise and it looks as though our numbers are going up slowly for now. In case you're not aware, the state has decided that if we need a back-up health facility in Columbia, that they will use the Hearne's center.

The deans, Provost and Chancellor decided to continue online-only instruction through the summer term. There are already some who are looking at fall, but it is too soon to have a final decision on that. Deb is giving some consideration to how we might be able to make print materials, at least in Ellis Library, available to faculty to support their course preparation.

President and now-Chancellor Choi is taking a look at the dates for the various communities – STL, KC, Columbia, and now Rolla, who have Stay at Home orders in place. He hopes to be able to make a decision next week about a potential return to campus date. One motion is that the return to campus may be gradual, not a sudden shift to everyone returning at once. That's where scenario planning comes in, and for today, we can begin to think about it.

Gary Ward mentioned at the meeting this week that he hopes that this time of working remotely will cause everyone to think differently about space needs once we return to campus. He didn't mention anything specific, but I thought you'd be interested in knowing that the comment was made.

Jeannette Pierce – Associate University Librarian for Research, Access and Instructional Services
RAIS staffing are continuing to provide virtual support for teaching, research, and learning by responding to virtual reference questions, updating online guides, creating & updating tutorials and working on collection development. It was encouraged that everyone take time to review the recent all-staff e-mail about where we are sharing information on the web site. If you hear of patron concerns, please send them to Jeannette and I will work with the relevant units to try to address them. At present, the primary limitation to services is that we cannot provide access to materials in the print collections. Jeannette offered a few general notes and reminders:

- Visiting Scholars' questions about their access to online resources are being addressed. Please direct any questions about visiting scholars to Cindy Cotner.
- Cindy is entering Ellis once a week to check book drops. Please continue to discourage book returns at this time. This includes our books, ILL, and MOBIUS returns.

- Ellis is continuing to provide ILL when materials can be acquired and shared electronically. At present we cannot provide ILL or scanning services that require access to the print collection.
- Questions about using the VPN have increased. Thanks to Rhonda and others for responding to these.
- To support the transition to online teaching, we are offering online workshops for students in English 1000. There are three times being offered and promoted this week – including an evening session at 7:00 tonight that will be led by Gwen!
- Joe has updated our Open Educational Resources LibGuide. He is also coordinating an affordable and open educational resources presentation to faculty in the school of health professions that will be held this Friday. This presentation is in support of the A&OER Faculty Advocate program that is sponsored by the UM System.
- The popular Software Carpentry workshops that Steven coordinates will be offered online. There is a full roster planning to attend next week's workshop!
- Rhonda continues to receive requests for access to videos needed for teaching. Thus far, she has coordinated support for 90 video requests. Thanks to Rhonda for coordinating this very time-consuming effort, as well as Corrie, Anne Barker, and others for supporting this important need.

University Archives, Special Collections and Digital Services staffing are working on projects that can be done at home, including guides to resources, web work, and reference work. We have set up special permission for individual staff in Archives and Special Collections to enter facilities at specific times each week for the purpose of checking on collection conditions (water leaks, temp, humidity). Felicity is preparing an update to share in News Notes this Friday, so be sure to look out for it. We are grateful that the temperatures are remaining cooler right now. A fun note to share is that Kelli has been asked to be on a virtual panel for a screening of National Treasure with the Connector and Ragtag. It will be on Saturday evening. Here's the link for National Treasure in case you want to attend!

<https://www.facebook.com/events/238481860665910/>

Our primary message to users is that we are capable and ready to provide virtual support for research, teaching, and learning. We are trying to get this message out to them in a variety of ways and appreciate all that Shannon, Taira, and many of you are doing to get the word out.

Kate Anderson – Interim Assistant University Librarian for Specialized Libraries

The highlights from the Science Libraries include settling into working from home (Mara is loving her new 30-second commute instead of her 45-minute one; new coworkers include kids, cats, dogs, and parrots); connecting to our patrons in new ways (Stephen is staying in touch with Geology faculty via SMS and Facebook; attending Engineering and Veterinary Medicine town hall); and enjoying the “actual” work (Sue now has concentrated time to work on the Veterinary Specialty Boards readings lists; book ordering; EndNote; etc.).

Diane Johnson – Assistant Director Health Sciences Library Information Services Resources

HSL librarians are supporting frontline clinicians and doctors talking on TV with daily pubmed updates. MU Health is issuing daily COVID 19 alerts. In addition to the Infectious disease doctors and the response team, about 50 more people from various parts of MU HealthCare have signed up for the alerts. The lowest day was 35 articles; highest was 198 articles being published. Articles are being sent 7 days a week. Readers are encouraged to ask us specific questions. We're being asked for literature searches by people who are trying to set guidelines. We've helped with several article submissions including, pulling medical records data from past cases of other coronavirus infections among MU

Health patients. HSL staff is also hampered by the closure of the physical library, but have managed to find other sources for most of the requested articles.

Dorothy Carner – Mellon Memory Hole research project

Sandy spent most of March working on MO Press Association Contest. She got all MU entries submitted. Missourian photos are being archived every day from home. LibGuide is being compiled on Missourian COVID-19 articles.

Sue at the Journalism library has been working with the international office; created a large Google sheet on “pictures of the year book” projects. She is working with Cindy Cotner on visiting scholars without access to resources online.

Dorothy has ordered e-books on request; 15 are required textbook. She has met with an Ad-Zou group, doing some crosstabs on a corporate socially responsible education campaign. She also created a reference guide with all the links. Although that has prompted more e-book requests, it has been a lifesaver. We keep working with Mellon team on cleaning up transcripts.

Edward McCain Digital Curator of Journalism

Edward’s department received a Mellon grant to research factors in news workflow affecting newsrooms’ ability to preserve that which is born digital; created on a sensor or a chip. They started with Columbia’s local media, to figure out best questions to ask, then went to Quincy, Chicago, St. Louis, Boston (barely escaping the outbreak!). With travel on hold, they are taking stock of hours of interviews they have collected. Shout out to Joe Askins, Ernest Shaw, Sarah Buchannan and 4 consultants including Bernie Reilley from CRL.

Corrie Hutchinson – Associate University Librarian for Acquisitions, Collections and Technical Services

With the campus closure, Taylor had to figure out how to shut MOBIUS down.

Overdue notices have been adjusted.

E-books and streaming video orders are still going out to support faculty & students. Dave and Stara are continuing to field e-resource access issues. A new film platform, Swank, is up and running for online video.

TS is working with Janice on free guides.

UMLD construction continues, Kevin is out doing walkthroughs. Steel is coming tomorrow!

The book buying deadline has been moved to April 30. Processing of print firm orders has now ceased, but that may change depending on the campus situation.

A recommendation for a new ILS will be offered by the end of 2020. ILS cleanup is under way, in preparation for possible future migration.

Shannon – Communications Officer

Communication is hard right now but more important than ever. Marketing team is trying to do some things including increasing our social media presence with fun things but also real library info. We’re asking for work-at-home photos and short videos from library staff. Special Collections have posted pics of themselves on social media. Send photos to Shannon or Taira.

The Marketing team is launching a weekly student newsletter focused toward undergraduate students in addition to the current faculty/grad student newsletter. The first push is to obtain subscribers.

Space planning website – we have a live but not rolled-out draft. Shannon will send the URL out shortly.

It has the Shepley Bulfinch report, the student vision report, a little survey asking people about what they think about the Shepley Bulfinch report. ULSAC has written a statement in support of our space planning. We’ll keep you updated.

Keep your eye on the Newshub and follow us on social media.

Kathy Peters – Assistant Director of Business Administration and Fiscal Officer

Dana Houston and Sheila Voss will be in the building due to construction projects, but working on different floors to stay socially distant. Contact ASKLTS@missouri.edu if need IT equipment. Contact your supervisor if you need any other equipment. LMT will contact Dana Houston 884-8932, houstonda@missouri.edu to confirm the need. HSL will not be able to retrieve equipment from that building for any reason. For all other facilities, talk to your supervisor and building coordinator to request access.

Scaffolding for windows and exterior masonry is starting. Construction workers will be on outside only until we feel it's appropriate for them to be inside. Later this week we'll talk with their team about this. Gerald Morgan meeting this afternoon (Space Planning) and conversation with Linda Easley, master planner for whole campus. They'll help us set priorities and set sequencing for construction projects. The FY21 budget draft is currently looking at our financial needs to continue all collections and services as if "COVID-19 had not happened". Fiscal and HR officers are meeting weekly to discuss current and future planning. How will we account for change in our budget as national situation progresses? We have no basis for comparison. We'll get info out as new developments arise.

The Library HR is spending many hours on payroll paperwork. Thanks to the student supervisors for helping us keep students on our payroll. Biweekly staff should put any "efforts" into timesheets. HR guidelines changed this morning; we're still working on a grid for admin leave through 3/31 and from 4/1 forward; Brenda will explain further. We will all get paid for this pay period! We're still committed to that! Keep in mind that we are in a national emergency and be patient with HR as the guidelines are adjusted.

From Chris via chat: Hi. Just a reminder that if you are looking for webinars, courses, etc. the MU Libraries Staff Development Committee has assembled a LibGuide and Calendar of professional development opportunities. The Committee is adding opportunities as we find them. Know something that should be added, contact any member of the Staff Development Committee. Check out the LibGuide at <https://libraryguides.missouri.edu/staffprofdev>