

Fall 2021 All Staff Meeting

07.18.21

Summary of topics presented:

Welcome - Deb Ward, Interim Vice Provost for University Libraries

- Successes this year include:
 - Space planning efforts with PGAV
 - Collaboration book talk with University Press – Marie Concannon
 - Black History Month celebrations – Paula Roper and Rachel Brekhus
 - Significant gifts to the Libraries – Matt Gaunt
 - Selection of a new library system – Corrie Hutchinson
 - The completion of the UMLD Addition and the move from the rental facility – Kevin McFillen
 - Safety Team staffing changes – Kathy Peters
- Deb mentioned the toll COVID has rendered us all. She encouraged us to be kind to each other and with ourselves and to remember to take leave time to rejuvenate.
 - Our most important resources are our people. Congratulations to these recent promotions and appointments:
 - Edward McCain Promoted to Librarian IV
 - Michaelle Dorsey appointed to Librarian II
 - Steven Pryor became Interim Head of Digital Services
 - Chris Pryor became Interim Director, Health Sciences Library and Associate University Librarian for Specialized Libraries

Personnel Updates – Kathy Peters – Assistant Director of Business Administration

- Kathy noted the following new employees:
 - Jara Anderson reporting to Terri Hall
 - Melody Edwards reporting to Jennifer Walker
 - Tianna Ellis reporting to Jennifer Walker
 - Kimberly Evans reporting to Burt Fields
 - Monique Fugate reporting to Kathy Peters
 - Charlie Hunter reporting to Kathy Peters
 - Alexandra Boeckman reporting to Rachel Thudium
 - Rachel (Rae) Thudium reporting to Chris Pryor
 - Kaitlin Howard reporting to Nav Khanal
 - Jeron Hicks reporting to Monique Fugate
 - Samantha Keel reporting to Monique Fugate
 - Trinity McGlowen reporting to Monique Fugate
 - Katie Metzler reporting to Monique Fugate
 - Jaydin Milner reporting to Monique Fugate
 - Joseph Olugbemi reporting to Monique Fugate
 - Jacob Reuter reporting to Monique Fugate
 - Abigail Stetina reporting to Monique Fugate
 - Karena Wong reporting to Monique Fugate

Director Updates - Deb Ward

- Salaries - From the salary increase pool given by University Administration we have been able to give merit based raise increases. We were also able to scrape together enough funding to add to the pool to make a small attempt at addressing the compression issues we face. The Provost provided an opportunity for a few lump sum awards given to those who assumed additional duties during the pandemic as directed by Campus HR. Letters will be mailed out as soon as the template is ready.
- Travel funds – We want to support you in obtaining professional development experiences as much as possible with limited funding. This year the funding and timelines will be managed by the Division Heads.
- Staff groups – We value communication and solutions that come from our various groups.
 - **Staff Advisory Group** – SAG, allows staff and Library Leadership to communicate with each other. SAG will be the forum for staff to review policy adjustments as well as piloting content that was formerly promoted by the Staff Development Committee; allowing SDC to take this year off. Please send your questions and ideas for discussion to David Merz – Chair. Additional officers include John Henry Adams – Vice Chair and Ying Hu – Recorder.
 - **MU Librarians and Archivists Council** - MULAC provides a forum for librarians and archivists to communicate amongst each other. They welcome Deb to attend their meetings every other month to discuss issues and hear concerns. MULAC maintains the governance document that guides librarian promotion as NTT faculty. The MULAC Executive Committee includes Chair – Edward McCain 2021-2022, Vice-Chair/Chair-Elect – Joe Askins 2021-2022, Faculty Council Representative – Kelli Hansen 2021-2024, NTT Standing committee Representative – Taylor Kenkel 2021-2024.
 - **Committees** are regularized groups with rotating membership of a mix of library faculty and library staff.
 - **Teams** are position-based assignments like Library Services Team, Connections Team and Library Hours Team
 - **Task Forces and Working Groups** are ad hoc project focused groups that will end when that task is complete. These include University Archives Move Planning Working Group and Remote Lockers Implementation Task Force
 - **MU Libraries Staff Association** – MULSA provides funding and assistance for staff events.

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

- Corrie presented that we would transition to a new library system called folio. She thanked the team for the endless hours of evaluation and testing they performed on potential ILS candidates. This decision was made not on funding alone but on a combination of factors including what system would provide the best service and functionality for University Libraries. She asked for patience as we begin the transition and adjustment to the new service.

Budget FY22 & Expenses FY21 - Kathy Peters, Fiscal Officer

- Kathy presented a slide that reflected the fiscal expenses from FY 18 through FY21
 - Kathy noted various factors that lead to differences in expenses from year to year.

- The second slide showed the budget for FY22. Kathy mentioned that this is the best projection that she has at this time but noted that there are a lot of moving parts. She also mentioned that staff salaries will be a factor that impacts expenses this year.

Space Updates – Deb Ward

- The beautiful Monroe statues have been displayed in the Ellis Grand Reading Room windows.
- Workspace is being identified on the fourth floor of Ellis Library for Michaelle Dorsey, as her appointment to Special Collections Librarian materializes.
- Moves – Moves have been planned for University Archives, Health Sciences Library and Math Sciences Library.
 - **Archives** has moved archival material to Ellis Library 4th floor which has been painted and enhanced with additional climate control improvements. Staff will move in the next couple of months.
 - **HSL** monographs are being moved out from the first floor of the compact shelving.
 - Once that is complete in October the third floor will be vacated for School of Medicine by the end of March 2022
 - The **Math** move has been reconsidered and Campus Facilities decided to use another space for the Counseling Services.
- Room 88 has been allocated to the Libraries and shelving has been added to aid moving projects and hold temporary storage.
- Second windows project is slated to begin this fall on the east and south sides of Ellis Library. Staff will need to relocate temporarily while their office windows are being replaced.
- Museum will move to the ground floor of Ellis and there is a working group discussing how some of the casts associated with the Museum might be moved into the second floor of Ellis Library. The museum move will begin this fall and be completed by March 2022.
 - Security for the museum materials is currently being discussed.
- Circulation Desk now primary service point in Ellis Library.
- Writing Tutors in expanded, more visible space near West Reference.
- Rhonda to pilot a peer navigator service in the colonnade – watch for more info to come as the plan develops.
- Newspapers moved to Room 115, now lounge space.
- Talks with public library about hosting a popular reading collection. (SEPT 2)
 - Room 114A will continue as open group study. Subject librarians may use the room as a classroom for instructing large classes.
- West Stacks are open but are experiencing some central controlled lighting issues that are continuously being reported.
 - We won't be renting out the carrels because we plan to renovate that space.

Grant Proposal for West Stacks Renovation - Jeannette Pierce, Associate University Librarian for Research, Access and Instructional Services

- Jeannette presented that the goal is to renovate and upgrade environmental controls, lighting and security in the West Stacks of Ellis Library to meet the long-term need for stewarding the University's special, rare and archival collections.
- This \$2.2 million capital project has already raised \$200,000.00 and includes a matching \$500,000 NEH grant and \$1.5 million donor match
- The submission deadline is Sept. 28th, and the award will be announced April 30, 2022

- Jeannette shared a grant proposal timeline that includes consultation from PGAV and a construction bidding process

Our upcoming year - Deb Ward

- Deb acknowledged the conflicting COVID situation. She noted that we will comply with campus policy, encouraging vaccination, masking and distancing.
 - We can require masks for tours, classes and one-on-one consultations.
 - We're continuing WFH when it can work for us, and she encouraged employees to discuss WFH options with their supervisor.
- Deb mentioned that she expects the selection process for the permanent Vice Provost will take place this academic year.
- Deb showed a slide with the Library Administration's goals for the upcoming year.
 - Advocacy for Libraries budget
 - FOLIO implementation
 - Monitor impact data re journal title reductions
 - Digital Services staffing plan
 - National Search – VML Librarian
 - Complete relocation of Archives
 - Storage of HSL collections
 - Design optimal HSL space
 - Journalism Library transitions
 - Advancement activities through Friends and Library Society
 - Funding for West Stacks project
 - Strategic planning (2-year scope)
 - Collaboration with Museums
 - Collaboration with Public Library
 - Collaborations with UM System Libraries on collections and shared services
 - Deb finished by noting that she appreciates everyone's commitment to supporting students in their academic endeavors.

Q & A

- A question was raised about the Monroe Statues and Matt Gaunt was able to provide a little history about the donor and circumstances around the donation.
- It was asked when the campus was going to announce the second half of the campus space reduction plans and an answer was unknown at this time.
- It was asked if the LGBTQIA programming for library staff had any developments. Additional suggestions for programming were made.