

# Library Management Team Meeting

## Information and Action Items

Tuesday, October 18, 2022

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### *In Attendance*

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Deb Ward  
Kathy Peters  
Jeannette Pierce

Kelli Hansen  
Chris Pryor  
Ernest Shaw

Shannon Cary  
Guests: Cindy C. and Steven P.  
Support: Jacqueline Eiben

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### *FOLIO Update*

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- Cindy Cotner and Steven Pryor gave reports on their experiences with FOLIO and Steven Pryor gave a report for Rhonda Whithaus.

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### *Vice Provost Announcements*

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- Deb asked LMT members for announcement items that need to be included in the Administration report at SAG on Thursday.

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### *Strategic Planning*

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- The division Heads have discussed using a consultant to ensure support across the library.
- Deb suggested this scope and asked for feedback:
  - The University Libraries at the U of M would like to engage in a staff-wide strategic planning process that would:
    - Demonstrate alignment with expressed university mission and strategic priorities
    - Examine needs for services, new or existing, to identify key growth areas, and areas for shrinkage, for the next 3-5 years
    - Inform space planning towards the development of space master plan
    - Provide staff with a sense of meaningful engagement and direction
- It was noted that it is difficult to determine strategic planning without a solid space master plan, and yet we need strategic planning outcomes to inform space planning.
- Some outcomes we are looking for are to provide a space where we support student and faculty success, as an example of how the libraries support University priorities.
- Some suggestions to the scope were offered.

- It was noted that the consultants might ask for our challenges. Taken further, we concluded that we need to include a SWOT analysis in the RFP. Examples of weaknesses:
  - Disproportionate ratio in librarian to student comparison.
  - Funding support in comparison to our peers.
- Examples of Strengths
  - NEH Grant
  - Dedicated Advancement officer
  - The online infrastructure supported us well when moving to COVID lock down.
- A discussion about the timeline followed.
  - It was noted that it would be practical to work within a span of 6 months, but the best plan would be to ask the consultants for their proposed timeline to accomplish the goals.
  - We arrived at the goal of completing the consulting service by May for planning over the summer, with implementation next fall.

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### ***Update from meeting with John Middleton***

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- Deb has been asked to serve on a Student Experience Center Committee to bring in student success offices to Ellis so that student services from Jesse can relocate to Student Success Center. She was asked to suggest additional members of the group, and she added Jeannette and Chris.
- It has been impressed upon campus Administration that we will need another UMLD addition to move substantial materials to provide room for additional units.
- Deb would like to see cooperative appropriate integration of our services with those of other groups to maintain visibility for library services.
- We need to be ready to present basic parameters for library services that we want to maintain in existing spaces as part of the process.

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### ***Organizational Structure Change***

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- Deb presented a proposal to with LMT before taking the same proposal to the 3 other UM Library deans and Matt Martens. The changes would include a shift in reporting for Digital System Operations.
- Positions affected would be the AUL for technical services, acquisitions and collections position (Corrie's position), ILS Librarian position (Taylor's position) and the Digital Scholarship position (Steven's position).
- Taylors position will be divided into two positions:
  - One API focused and timing of technical aspects
  - Second Taylor's position is more people focused in soliciting advice for system improvements as well as training library staff to learn to use the new functions.
- Deb noted that she needs more time to discuss with others the appropriate percentages of work.
- The budgeting aspects of the changes will need to be vetted with finance (Amy and Matt) and with the other library deans.

Decision: In general, LMT was supportive of these changes. Deb will follow up by discussion the proposed plan with the UM Library Deans and with Matt Martens.

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### ***Next Meetings***

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Nov 1 @2-3:30 LMT  
Nov 15 @2-3:30 LMT  
Nov 29 @2-3:30 LMT  
Dec 1 @2-3:30 SAG