

Library Management Team (LMT) Meeting

8/20/2024 at 2:00 pm

Attendees: S. Cary, A. Huelsbergen, K. Peters, J. Pierce, C. Pryor, S. Pryor, E. Shaw, J. Thompson
Support: N. Whyte

Jeannette Pierce – VP updates

Colleen Smith and Jara Anderson have been identified as the United Way reps for the libraries for the coming year. Megan Ballengee will serve on the Campus Library Committee.

Jeannette is in the process of forming a search committee for the Head of Special Collections opening. Kathy and Jeannette are working on the position description and justification.

Salary letters are expected to be distributed early next week.

Good start to the academic year with successful signups for tours and tabling activities during Welcome Week. New faculty orientation went well, with many faculty members on campus already familiar with their subject librarians.

Crystal is working on a version of the climate study with summary comments to be shared once available.

The West Stacks Project is moving to the next step which involves meeting with PGAV architects on design. No actual design work will begin until Kara is present. West Stacks expected to be empty by the end of September, with a closure announcement to follow.

The AI Task Force report was recently distributed by Matt Martens office, with two librarians involved in the task force. Discussion on the possibility of having an AI Fellow from the libraries to engage in campus-wide AI conversations. Further discussions will be held with Jenny and Chris regarding the selection of an AI fellow.

Fall all-staff meeting preparation: Nicole shared the draft slides for the upcoming all-staff meeting. Agenda items include website updates, new librarians and staff members, staff raises, mandatory training, and budget news. Discussion on the content of slides, with a decision to simplify the budget information. Chris will present a video on construction progress during the meeting.

Onboarding considerations for Kara: A document outlining onboarding considerations for Kara was discussed. Key areas include departmental details, key partners, and welcome activities. Suggestions for welcome activities include a coffee event, lunch with division heads, and unit tours.

Kathy Peters - Update on electrical work

Recent electrical issues in Ellis Library were discussed, including the need for panel replacements. The work will likely be scheduled for a weekend to minimize disruption.

Shannon Cary - Committee appointments

New committee members have been identified, with two volunteers for IDEA committee and two for Undergraduate Research Contest committee. Discussion on whether to replace Nick on the IDEA committee, with a decision to check with Gabe on the need for an additional member.

Action Items:

Nicole: Finalize slides for the all-staff meeting.

Kathy: Continue to monitor the electrical work situation and provide updates as needed.

Shannon: Check with Gabe regarding the need for an additional member on the IDEA committee and send out letters to new committee members.

All LMT Members: Consider potential candidates for the SAG chair-elect position and encourage participation.

Next LMT meetings:

9/3 at 2:00 pm

9/17 at 2:00 pm

10/1 at 2:00 pm