Library Management Team (LMT) Meeting Notes – November 12, 2026

Attendees: R. Graves, M. Gaunt, K. Peters, J. Pierce, S. Pryor, J. Thompson, E. Shaw, K. Whatley
Support: N. Whyte

Climate Survey

LMT discussed whether to conduct another Libraries climate survey in spring 2027 as previously planned or postpone it due to the ongoing union negotiations. The 2024 climate survey included questions related to workplace change, job satisfaction, performance appraisal and feedback, professional development, scheduling, technology, well-being, work-life balance, work roles, workspace, and workload.

Members discussed the value of conducting climate surveys regularly, as well as whether the Libraries would be in a position to respond appropriately to survey results while union negotiations are underway. There was also discussion of having an outside campus unit administer and analyze the next survey.

Next steps: Kara will consult with Cecily/UM System Labor Relations about whether the Libraries should move forward with the survey during negotiations. No final decision was made about the timing of the survey.

Open Positions

LMT reviewed current and upcoming vacancies. Kara encouraged supervisors to begin paperwork promptly for positions that are open or expected to become vacant. The Provost's Office is expected to give greater scrutiny to recruitment requests, and there is a possibility of additional hiring restrictions depending on the state budget outlook. Requests to fill positions will need strong justification, particularly regarding mission-critical services.

Updates included:

- The open evening LIS position in Journalism will be withdrawn because the current incumbent has decided to remain in the position.
- Interviews are moving forward for the LIS Senior Copy Cataloger positions. The applicant pool includes both internal and external candidates.
- An update on the LIS Senior position in Serials was pending.
- Interviews are upcoming for the Digital Scholarship and Research Data Librarian position; one candidate has withdrawn.

Ellis Spaces

Kara provided an update on planning for Ellis Library spaces. Library leadership will meet with campus space-planning representatives to discuss developing a phased master space plan for Ellis. A phased plan could help establish priorities and support future fundraising for renovations and improvements.

Students in Professor Eleanor Farnen's Novak Leadership Institute class are also studying Ellis Library as a client project. Their work includes examining services for students, faculty, and early-career researchers, as well as Ellis spaces and culture. The class is conducting interviews and focus groups and is expected to provide recommendations at the end of the semester.

LMT also discussed a potential partnership with the Learning Center to provide evening tutoring space in Ellis, generally between 5:00 and 7:00 p.m. during the semester. The current direction is to use space occupied by the GovDocs shelving on the first floor once shelving is removed. The Learning Center would provide movable tables and chairs, which would remain available as additional student study space outside tutoring hours.

Next steps:

- Determine how much GovDocs shelving can be removed and obtain an estimate for its removal.
- Continue planning with the Learning Center for use of the space.
- Explore purchasing additional rolling whiteboards for the first floor.
- Continue exploring options for individual and group study pods as part of longer-term Ellis space planning.

Student Misconduct Reports

Kathy reported an increase in student and visitor conduct concerns in library spaces and discussed when incidents should be reported to the Dean of Students, MUPD, or the Libraries' safety team.

LMT agreed that staff should not wait for prior approval before filing an appropriate report with the Dean of Students. Staff should file the report promptly and then notify Kara. Filing a report creates a record of the incident and does not necessarily mean disciplinary action will be taken. Staff should provide factual information regarding the behavior and allow the Dean of Students Office to determine the appropriate response.

Emergency situations should continue to be reported to 911, and staff may contact the Libraries' safety team when immediate assistance is needed for a non-emergency situation.

Next step: Kathy will look into making the safety team phone number more visible and readily available to staff in public service areas.

Items Carried Forward

Due to time constraints, the following agenda items were not discussed and will be carried forward to November 16 meeting:

- Events & Exhibits Policy & Procedures
- Guest Computer Access / Catalog-Only Computer
- New Charge for Web Team Committee
- Additional VP updates, as needed