Copyright Policy and Task Force Membership

- Copyright Task Force met during spring semester and reviewed and suggested a revision to Policy 8.
- The Task Force recommended a Copyright Team to review policy regularly.
- Proposed team members: Anne Barker - Coordinator, Cindy Cotner, Felicity Dykas, Nav Khanal, Cindy Basset, Jeannette Pierce (LMT representative that alternates with Corrie Hutchinson)
- Process for policy: Obtain LMT approval, send to staff for feedback, and then send out the updated version and post to website.
- Thoughts were offered on the question regarding if the University Librarian should continue to have Copyright Authority?
  - This question will continue to be discussed.

**Decision:** This team was approved. This Copyright Policy was approved by LMT.

**Action:** Jeannette will send it to All Staff for comments.

Measurable IDE values and Staff Commitments

- President Choi wants units to come up with commitments and then make them public.
- It was suggested that we look at the Libraries and audit our own decisions regarding IDE.
  - Audit spaces that are welcoming to all groups
  - What we name spaces in the Libraries
  - Events Team might propose a statement
  - Add to performance review goals for staff to commit to doing IDE workshops
  - Review collections for diversity
- It was suggested that we ask an external constituent to help us audit ourselves.
- It was asked what is the relationship between this topic and the Committee.
  - Committee recommends plans to implement and to ask questions but not to approve or speak for the Libraries.
It was suggested that the perception of the Committee broaden so that employees can bring suggestions or questions to the Committee.

- It was suggested that we have something to say about this at All Staff.

**Action:** LMT members could send Shannon a list of ideas that can be reviewed at the next LMT.

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**SAG/Town Hall through Dec.**

- Discussion ensued as to the current schedule structure for SAG & Town Hall Meetings.
- It was recommended that weekly town hall meetings will be reestablished in a moment of crisis.
- It was recommended that SAG meetings continue with monthly alternating Tuesday / Thursday meetings.

**Decision:** These recommendations were approved.

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**Guest Check-in Planning Follow-up**

- It was confirmed that we will have no guest check-in during the day.
  - Guest check-in will begin after 5p
- University ID will be required after 5p.
  - Shannon is making new signs that say MUID required after 5p
- An information page can be created for guests.
  - Rhonda is finalizing how guest computer access is set up.
  - Guests should be sent to Circulation for instructions
- The remote services page was distributed to Campus and this information will be promoted there as well.

**Action:** This information will be added to News Hub.

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**UM Libraries Discussion Document**

- The four campus Directors have been working on a UM Library(ies) of the Future document that outlines how the System Libraries are prioritizing the University’s agenda.
- The Directors will be asked to report on it to the President.

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**All Staff Agenda**

- Agenda items were discussed for next week’s meeting.
- It was proposed that we could invite an external visitor like the Provost
- Most LMT members will give a report
Ellis Doors and Temporary Classroom Spaces

- Door 52 will remain locked starting on Monday
- How to provide access to ADA accessible restroom stalls for students using the temporary classrooms is under discussion.
- Deb and Kathy are continuing to meet with Campus Facilities to determine what this means for the Libraries.

Telework Form

- It was asked where to find the revised Telework form?
  - Staff should use defaulted end dates that are set for 6 months.
  - Staff should include the equipment they are using at this time on the form.
- The approval process: is supervisor > Director > HR

Action: Kathy will confirm these questions at her next HR meeting.
Action: The link on our website https://libraryguides.missouri.edu/ld.php?content_id=52999543 Needs to be updated to what Kathy displayed in the meeting.

Quarantine for Reserves

- Materials will be available after the required quarantine period.
  - Four days were recommended
  - 48 hours is also sufficient
  - Specialized Libraries and departments can maintain their own timeframes as long as the minimum quarantine is being observed.

Action: Shannon will update the News Hub announcement.

Supplies

- Face shields are being printed.
- Gloves are delayed
- Covid kits are distributed to full time staff.
- If you have a part time staff member not enrolled as a staff member, let Kathy know and she can obtain a kit for them.
- Wipes can be distributed as needed.

Next LMT

- Tuesday, August 25; 3:00 - 4:30 PM
• Thursday, September 10; 3:00 - 4:30 PM