

Staff Advisory Group Meeting Notes

March 17, 2022

Presenters:

David Merz, SAG Chair | Jeannette Pierce, Associate University Librarian for Research, Access, & Instructional Services | Ernest Shaw, Manager, Information Technology | Matt Gaunt, Director of Development Admin | Marie Concannon, Head, Government Information | Joe Askins, Head of Instructional Services | Chris Pryor, Interim Associate University Librarian for Specialized Libraries

Welcome

- David Merz welcome everyone to this month's SAG meeting
- Jeanette's opening remarks:
 - President's State of the University Address was very positive. Library makes an appearance in the videos that were shared. <https://showme.missouri.edu/2022/10-key-points-from-the-state-of-the-university-address/>.

Admin reports

Deb's updates for SAG (Jeanette gave the updates on behalf of Deb):

- **Library Advisory Committee UPDATE:** the committee received a report from Jeannette Pierce on Library metrics in January, a report from Anselm Huelsbergen on University Archives in February, and will hear a report from SEAN DUAN, a doctoral student in statistics and a member of the library committee, on library metrics of interest to him. Jeannette will be present as chair of the Assessment Committee, to provide context.
- **The Library Advisory Committee** has sent a 2 ½ page letter advocating on behalf of the Libraries budget to the Provost Office. Dated March 15, it addresses poor comparisons to other AAU institutions, speaks to the cost increases in academic journals, and lists types of services that other academic libraries provide that we cannot. The final sentence: Recognizing that these funding challenges long precede your respective tenures as Provost and Vice-Provost, we encourage you to be the ones who draw a line in the sand and recognize the value of the MU Libraries and its contributions to campus.
- **Cast Gallery UPDATE:** Sheila checked with Jody Miller on the installation of the **partial wall in Room 202**. Jody believes the wall will be completed by the end of March. We should be able to **open Room 202, south** of the partial wall, by early April. The **Cast Gallery** is not scheduled to open until they can install their cameras in May. ALSO mention to everyone that we salvaged the **table legs** from the tables that had to be removed in room 202. We believe that we can work with design services to repurpose them in a meaningful way, as art or to enhance some function in the future.
- **Library Society** event in Room 201 scheduled for April 29.
- **Friends of the Library Council** is planning to meet in June.

- **Annual Report** is almost finished. Shannon will share it as soon as it is ready.
- **Kathy has had surgery** and is scheduled to return to work on March 23. I'll be away for three weeks beginning tomorrow, **March 17** to support and provide care for my daughter, who has had a C-Section and the new grandbaby.
- **Budget Meeting** with the Provost Office is on my first day back, April 11. The budget request will include funding increases for both collections and personnel, but we don't know how these requests will be received.
- **Looking forward**, Library training for methods for de-escalation of upset patrons and identification of need for referral to mental health resources in collaboration with Student Affairs. I have requested a mental health training for front-line library workers by trained counselor from the Wellness Resource Center. Chris, Jeannette and I met with Christy Hutton just yesterday, and we have a tentative date of April 14, but stay tuned for further information once it gels.
- **Additional: Meeting free week:** Try to avoid meetings week of March 28, spring break. Take time off or use to do your work. This will help us refresh.

Ernest: LTS update

- Two new programmers added to LTS: Joe Brown and Farris Craddock.
 - Physically located in Columbia but hybrid working schedule (onsite & WFH)
 - Joe joined last Fall and has been working on Folio transition
 - Farris's role will be general enhancement/web support but currently working on backlog; will work on UMDL Islandora migration after backlog is cleaned up.
- Email sweep
 - Recent announcement about email sweep is the same retention policy
 - Only email items *directly* in your inbox will be swept. Items in subfolders under the inbox won't be affected. Sent items folder should fall under same policy but do not recommend you create subfolders under sent items folder. The items deleted from the sweep will stay in your trash folder for a month.

Matt: advancement update

- Giving Day last week
 - Thanks to Jade Lemmon, our coordinator on the Giving Day; Thanks to Taira and Shannon for social media support; Thanks to Kelli for support from Special Collections.
 - 56 gifts \$ 89,255 in total; 10 out 56 came within libraries. Some previous employees of the libraries donated.
- Other fundraising:
 - 1.53 million raised this year. Over 1 million is a single estate gift. But we have to wait for the impact of a lot of giving. \$140, 000 worth of Monroe statutes in the grant reading room. Less than \$400, 000 in cash. Endowment has grown considerably. Over \$600, 000

a year coming off endowment that helps support library operation. We started to get close to 1 million dollar a year spendable money from current and previous donations.

Shannon: communication update

- FY 21 report will be ready in April.
- Covid update: Mizzou changed info on their [Mizzou Renewal website](#) and now university is following CDC guidelines. Library is asked to take down masking sign. But you can wear masks if you want to.
- National library week is the 2nd week of April. This year library social media team will highlight and promote Library Peer Navigator service. We will have stickers and snacks at the desk.
- There will be general library promotions on KBIA.
- Shannon is now reporting to Megan Silvey, the director of Student Communication but her job duties remain the same. This might be good opportunity to connect with other departments on campus.

Shelia Voss: facilities update (Jeanette gave the updates on behalf of Sheila)

- Four display cases will be moved from north colonnade to the hallway near admin office and ILL to make room for four cast statues which are expected to be delivered during Spring Break.
- Furniture is re-arranged in Room 202. Cast gallery will probably open in May. South side of 202
- Have been getting reports on soap not being refilled in bathrooms at Ellis; working with custodian supervisors to address the problem.
- Window project: Estimate finish date July 19.
 - Potential project: integration of mobile card reader (which student can use on their phone) into library system. Earnest got contacted to talk about this. No more information right now.

Division reports:

Chris Pryor: Specialized Libraries Update

- HSL:
 - Masks are still recommended in health science library. Doors remain secured. Badge-required entry only.
 - Library week: not sure about the plan.
 - Removed and relocated materials from 3rd floor to UMLD. Around 110,000 items were removed.
- Vet: new electrical outlets installed in the library.
- Personnel:
 - Peter Kouba joined Journalism Library in Feb.
 - Searching for the Head of Vet and the Head of Journalism is continuing. Candidate presentations are scheduled. More information will be sent out.
- Other news:
 - Engineering held their Shamrock Tea for E-week. The event was a success and many people showed up for the event.

- Rebecca Graves, Diane Johnson, and Chris Pryor attended accreditation meeting for the School of Nursing. Two graduate programs are up for review.
- Ellen Thieme and Chris Pryor published a white paper addressing how low-literacy level impacts health outcome. The report was published by EveryLibrary Institute. Read the report: https://www.everylibraryinstitute.org/literacy_health_outcomes_report_2022
- Alex Boeckman from Vet library, accepted to participate Medical Library Association Research Training Institute.

RAIS Division updates:

- **Jeannette:** Selectors have completed review of duplicate materials in West Stacks; beginning work to make location decisions for non-duplicates for use when West Stacks renovation begins. Some selectors reviewing microfilm collection for duplication with digital collections and to make recommendations for replacement with digital.
- **Marie Concannon:** exhibit updates
 - Four display cases relocated to the hallway near Admin office will be filled with more political campaign buttons.
 - Faculty book exhibit scheduled to be up from May to August in regular display cases in the colonnade. <https://library.missouri.edu/news/events/seeking-mu-faculty-books-for-exhibit-at-ellis-library>
 - More updates will be done on the library's exhibit page. Stay tuned.
- **Joe Askins:** OER week
 - AOER conference:
 - Jeanette and Joe participated some OER conference sessions as moderators. We have been involved in OER conference for 3 years. 130 registered for this year's conference.
 - Recordings should be available soon. Check details on the conference page: <https://guides.library.missouristate.edu/AOERConference>
 - Joe also held some OER workshops at MU, including Introduction to Creative Commons and Introduction to Open Educational Resources. Recordings are not up yet.

UASCDS Updates

- Reminder that lift to the 4th floor is not operational right now
- Digital Services hosting Undergraduate Research Visual Arts & Design Showcase. Thanks to Ying Hu for her support of this project! Those interested in seeing student work can visit: <https://library.missouri.edu/exhibits/exhibits/show/vads-2022/about-the-exhibit>. The awards ceremony will be March 24th. The Libraries give a display award.

Call for next year's SAG officers

SAG is recruiting next year's vice chair and recorder. John Henry Adams will be SAG chair 2022-2023. Please contact John Henry Adams or David Merz if you are interested in serving as SAG officers.

Presentations

Discussion:

Q: Has ULSAC been asked and communicated with the changes in Room 202?

A: On March 3rd, Taira updated ULSAC with the information on Room 202 – room closure, re-envision of the room, and removal/destruction of tables. The current ULSAC is cool with the changes.

Q: Criteria for ULSAC?

A: <https://libraryguides.missouri.edu/ulsac>