Library Management Team Meeting
Information and Action Items
Tuesday, May 16, 2023

In Attendance

Deb Ward
Jeannette Pierce
Kathy Peters

Kelli Hansen
Chris Pryor
Shannon Cary

Ernest Shaw
Support: Jacqueline Eiben
Guest: Steven Pryor

Announcements from Vice Provost Deb Ward

• Celebration of Service is next week.
• Will announce promotions at MULAC and All Staff.
• EAP survey follow-up - Extended LMT feedback deadline Fri. May 19
• Fostering a culture of connection suggestion from SAG Officers
  o In light of multiple new employees, we may want to think about ideas to ensure a culture of connection throughout University Libraries.
• LMT reports requested for SAG
• Connections Team meeting June 7 - conversations about new librarians, culture of connection
• Deb mentioned vacation dates this summer.

FOLIO update

• Steven Pryor presented a FOLIO report to LMT.
• FOLIO is going pretty well.
• There is a fix needed for bulk edits for barcodes.
• Seth is working on data import errors.
• We do have Orcid testing June 12-16th
  o Upgrade date is July 10th
• Panorama data has been updated and it looks optimistic.

Place of Refuge

• You are the Help until Help Arrives seminar was attended by staff and questions were brought up to Kathy Peters.
• There are multiple potential places of refuge in Ellis.
  o There are places of refuge behind fire doors and doors with warning stickers with “don’t block this door” labels.
  o To identify a fire door there is a sticker on the inside of the frame.
• It was suggested that staff become aware of their closest place of refuge.
  o Our office of Accessibility recommends that since most people carry cell phones we can let dispatch know where we are in the building in the event of an emergency.
• Our primary evacuation meeting place is the fountain on Lowry Mall, our secondary meeting place is Speaker Circle.
  o It was suggested that we might want a different secondary meeting place that is away from an emergency vehicle entrance.
  o The Emergency Action Plan also lists the ground floor hallway in Ellis.

**Searches Update**

• **Systems Librarian** search will have two virtual interviews on Friday, 5/19 and Wednesday 5/24
• **AUL ACTS** has completed the virtual interviews and will bring in a candidate for the third round.
• **Community Engagement Coordinator** search is conducting first round screening interviews with three candidates.
• **Cataloger Librarian** full day interview is Wednesday, May 31st
• **Research and Instructional Services Librarian** candidates have been asked to come to campus for half day in person interviews and dates are being confirmed at this time.
• **Student Success Librarian** search has completed the screening interviews and are considering candidates for full day interviews.

**Next Meetings**

May 30 @ 2-3:30p
June 13 @ 2-3:30p
June 27 @ 2-3:30p