

Library Management Team Meeting

Information and Action Items

Tuesday, February 11, 2020

In Attendance

Deb Ward
Ernest Shaw
Kate Anderson

Kathy Peters
Jeannette Pierce

Corrie Hutchinson
Support: Jacqueline Rash

Policies update progress

- Discussion ensued as to the necessity of some current policies.
 - Many policies are covered by University Policy.
- Discussion ensued as to retaining or renumbering the numbering system.
 - Jacqueline and Mathew will renumber the policies once deletions have been completed.

Action: LMT members are asked to contact Mathew Stephen and copy Jacqueline Rash to delete or update each policy.

Space priorities

- Deb distributed a draft charge of a University Libraries Space Planning Committee she would like to create.
- The draft includes proposed members.
- This group will take the Shepley Bulfinch report along with input from Specialized Libraries and department conversations to implement goals so that we make progress towards our vision for University Libraries.

Communications plan for Shepley Bulfinch report

- The final Shepley Bulfinch report was provided.
- Discussion ensued as to final edits that need to be made.
- After distributing to library staff, it is also a goal to distribute this to the campus community including the Campus Library Committee as well as the Campus Space Utilization Committee.

All Staff Agenda

- The All Staff Agenda was revised
 - Discussion ensued as to content and presenters.
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Steam Tunnel Summer Project

- The Hitt Street Steam Tunnel project will affect the Libraries regarding temporarily closing half of the loading dock to facilitate a fixture point
 - It will take two summers to complete the entire Hitt Street Steam Tunnel Project although the impact on Ellis should be brief.
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MOUs

- Deb and Kathy are working on MOUs.
 - The Teaching for Learning Center MOU is in process.
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MU Alert

- Staff can get text alerts by texting 672-83 with the message “Start”.
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Upcoming

All Staff Meeting

Thursday, February 13, 2020

Next LMT

Tuesday, February 25, 2020

Tuesday, March 10, 2020 Canceled

Tuesday, March 24, 2020 (Spring Break)