

Library Management Team Meeting

Information and Action Items

Wednesday, April 12, 2023

In Attendance

Deb Ward
Kathy Peters
Jeannette Pierce

Kelli Hansen
Chris Pryor
Shannon Cary

Ernest Shaw
Support: Jacqueline Eiben
Guests: James Hunter - EAP

LMT Discussion with James Hunter - EAP

- James Hunter from Employee Assistance Program met with LMT members to discuss a potential survey that can be given to inform University Libraries of current employee stressors and supports that can be sought/offered.
- Our employees have experienced many stressors recently like the FOLIO migration and space challenges/moving and collections moving.
- There is a big concern regarding privacy when implementing a survey to staff.
- Kathy noted that there is Occupational role stress training available in May.
- One suggestion was to encourage supervisors during the upcoming Performance Evaluation process to ask certain questions that may draw out some individuals that have felt stressors but are less willing to reveal them in the electronic evaluation.
- It was asked if we can ask employees what suggestions do you have about our system to make the work environment better.
- Chris gave a report about working through stressful situations during the HSL renovation.
- Change always generates stress.
- It was suggested to combine quality of work and work and stress analysis into one questionnaire.
- It was suggested that we build, coach and promote the survey before rolling it out. Staff may have additional questions to include.
- Deb noted that Jeannette is a member of the Assessment Team and has just created a user satisfaction survey for patrons.
- It would be good to advertise that no one in the library is analyzing the survey.
- We have 81 full-time employees; 40 part-time employees; and 78 student employees.
- Mr. Hunter suggested three options:
 - we post survey online electronically with an anonymous link. Make it available for 30 days. Then his office will crunch the numbers and send out the results. Specific Intervention programs can then be offered to staff.
 - Another way is to do focus groups. Small focus groups. Paper pencil test.
 - Individual interviews is another option. One drawback of this is that it is labor intensive.

- Meeting venues for future communication include -LMT meetings, SAG meetings, Connections Team.
 - Our next meeting will need to address what Questions & what demographic markers we need to track.
- Mr. Hunter will create a survey available by next Friday that asks what questions from which survey we want as well as what demographic markers we will consider. Jacqueline will work with James and LMT to send out for a 2 week review survey.

Next Meetings

April 18 @ 2-3:30p LMT

May 16 @ 2-3:30p LMT

May 30 @ 2-3:30p LMT