

Agenda for August 8, 2018 (1:00-2:30 pm)

Note taker: Greg Green

1. Welcome Dianne Mizzy and introduction to LDLT
2. Questions about Gerald's planned visits to unit libraries for staff drop in sessions
 - a. Goal is to be available to meet with staff who are interested in dropping by to talk.
 - b. Discussion on where to hold the sessions for groups of libraries. Can change locations/format as necessary.
3. ClimateQUAL Decision
 - a. Issues with the tool/questions itself – vague questions in some cases, long, repetitive
 - b. The Library needs to do a climate survey.
 - c. Timing is an issue with upper management changes.
 - d. Need to clearly communicate goals of doing the survey to staff.
 - e. Create a task force to decide on next steps:
 - i. Find an existing staff climate assessment tool to replace ClimateQUAL, or
 - ii. Create our own, or
 - iii. Look into other resources on campus for survey creation
 - iv. Zsuzsa or another from Library Assessment could lead the task force with a goal to come up with a recommendation by the end of the year.
4. Diversity Fellow Program and new fellow
 - a. Discussed at LEG earlier today
 - i. Discussed reasons for reinstituting the program, outreach efforts, the new fellow's initial responsibilities and diversity retention efforts.
5. Unit Updates
 - a. Africana/Fine Arts/Music
 - i. Fine Arts Library project targeted for opening in late 2019. Move in during July 2019. Getting specifics on shelving for the new library so planning can begin for the return.
 - b. HLM
 - i. Looking at renovating Management library next summer, parts that did not get renovated last time. Need to have plans done in the next couple of months.
 - ii. Three new staff started in July. Two searches ongoing. Good pool for Kheel Center director.
 - c. Mann
 - i. Facilities changes on first floor. New combined Access Services/Info desk in by start of classes. New carpet going in on first floor only.
 - ii. 4H/Cooperative Extension hack-a-thon overnigher has been approved for 10-17 year olds during fall break weekend. They will be using the Mann lobby, 102 and the Stone Lab. 4H staff and volunteers will provide all supervision.
 - iii. Jenny Leijonhufvud has taken on responsibility for coordinating the CUL Chats in the Stacks program. She will work with staff in the CUL

Assessment and Communication Office on outreach, and with in-library point people for logistics.

- d. Olin/Uris/Annex
 - i. RLS staff held summer workshops for the School of Criticism and Theory and also piloted a workshop for Cornell staff, which was well attended and received.
 - ii. Orientation planning is well underway/mostly complete, and will include workshop, tours, and a NetPrint help clinic.
 - iii. As part of the ongoing discussions around the Arts & Sciences curriculum, A&S is offering pre-major advising as a class, and the fall will expand the course to 500 students. They have contacted Heather Furnas about scheduling library instruction for all the sessions, and Heather is working on scheduling, as well as developing a standard curriculum for all those involved to use.
 - iv. Front entrance update: opening some time during the morning on Monday, 20 August.
 - v. North walkway update: asphalt finally was poured during the morning of 15 August! We are all relieved!
 - vi. Annex staff have been testing the new inventory management system software, and are preparing for a full migration.
- e. RMC
 - i. RMC was closed for the week of August 6 for our annual summer Cleanup Week
 - ii. Three searches happening now.
 - iii. Gearing up for next exhibition: Mixed media: The interplay of sound and text.
- f. Law
 - i. Sabrina Sondhi started last week as Director for Administrative Services and Special Collections Librarian
 - ii. LLM's (one year Master for lawyers who have earned a first degree outside of the United States) are here for orientation.
 - iii. First year JD students begin orientation next week.
 - iv. LawArXiv won an [innovation in technology award](#)
- g. Gerald
 - i. LEG retreat in early September. Focus on organizational structure in relation to strategic priorities. Also focus on strategic hiring plan that will mesh with current practices/needs. Will need to communicate what this means to existing staff.
 - ii. Portal is going in now.
- h. Science and Technology
 - i. The Catalyst Academy - high school summer diversity program used Carpenter library for lunch during the week July 16-20. An example of the library filling a need. They had been turned away from other places due to the fact their organization, Engineering Student Services, was not affiliated with an individual department. They were either being charged to reserve the space or turned away because their group was too large (65). We rearranged furniture for them to make it work.

- ii. Drinking fountain and water bottle refill station have been installed in Carpenter library.
- iii. Math library - planning to reconfigure the circulation desk so students can see the front door, currently their backs face the front door. Math is adding a tea service station similar to Vet's.
- iv. SciTech Immersion is being planned for Jan 2019 (similar to Mann's Science Immersion).