

Agenda for September 5, 2018 (1:00-2:30)

235 Olin Library

Note taker: Mary Ochs

Attending: Gerald Beasley, Greg Green, Jill Powell, Eric Acree, Curtis Lyons, Bonna Boettcher, Dorianne Mizzy, Julia Gardner, Jacob Sayward, Mary Ochs (note taker). Visitors: Wendy Wilcox and Jim DelRosso.

1:00 -1:15 pm LEG retreat - Agenda and hoped for outcomes (Gerald)

See video for all-staff meeting for more information. Focus is on the human resources aspects of the library. Think about how we resource the areas of strategic interest. In human terms, do we have the expertise and where are the gaps? Assuming there are gaps, let's be strategic about hiring. Will create a list of areas of expertise we need to move priorities forward. Will be used as a reference when there are personnel changes of one sort or another. Will create a resource where we have a list of opportunities – another piece of evidence for how we fill openings. List will be confidential (not for outside public). Organizational structure is also on the agenda for LEG retreat. Not looking at a major change in the structure, e.g. number of libraries, etc. But is organization structure strategic in terms of accomplishing the priorities? Do we have the best and most flexible organization for achieving our goals? How does LEG HR plan fit with goals and preferences at unit level for how we fill positions? Unit level specifics – hiring justification form might include review of LEG spreadsheet of strategic needs. It will be a living document. It will evolve as needs evolve.

1:15 - 2:00 pm Unit updates

Gerald Beasley

- Faculty Library Advisory Board co-chairs will likely be presenting at the Faculty Senate re: library budget and acquisitions. It will probably be in October, but it is not set yet. Stay tuned for more information. Note: Non-tenure track academics can attend faculty senate, but cannot contribute until all faculty senate reps have a chance to speak.
- Active threat to life. Important to discuss with staff. Make sure everyone understands what to do. Instructions are about individual safety. If staff have questions, they should ask for more information. Olin has designated some safe spaces. CUPD did an assessment with a few point people on staff. Identified areas that are possible closed spaces for sheltering in place. Question: Are we supposed to lock the door if an alert goes out? No guidance has been given.
- Staff climate survey: Task force – Gaby Castro-Gessner (chair), Amelia Kallaher, Brenda Marston, Aliqae Geraci, Denise Smith-Colon, Steven Folsom. Tasked with coming up with an alternative to ClimQual by end of calendar year. Will present recommendations to LDLT.

Greg Green

- Conference celebrating Wason Centennial at end of month. Movie week hosted at Cornell Cinema will also be connected.

Jill Powell

- Math library getting front doors upgraded for accessibility. Still troubleshooting some problems.
- Leah McEwen received \$24,000 NSF grant to plan chemistry workshop entitled "FAIR Publishing Guidelines for Spectral Data and Chemical Structures in Support of Chemistry and Related Disciplines." Leah, the lead PI, will be collaborating with Vincent Scalfani, Science Librarian at the

University of Alabama to develop and lead this conference (March 2019) on chemical data publishing guidelines. FAIR stands for findable, accessible, interoperable and re-usable.

Eric Acree

- Fine Arts library project is moving along.
- Collaborative effort with history center and local schools on Sept. 21 – Making our Histories Visible
- Dyson School is doing a freshman read – Eric worked with Tom Ottaviano to help showcase this year's reading. LibGuide and book displays. Book is *Behold the Dreamers* by Imbolo Mbue.

Bonna Boettcher

- We have welcomed Carol Clune, formerly from the Law Library, to Olin/Uriis as OKU Collections Manager; she will overlap with Jon Frankel for the month of September
- Numerous problems with orientation, especially with phantom tours and workshops; some tour groups were well over 100; Susette is working with Zsuzsa on problem-solving
- A&S pre-major advising classes begin on 24 September and will include 33 separate sessions; common curriculum, coordinated by Heather Furnas
- The reserves textbook pilot is up and running, with 78 requests so far
- CaiaSoft inventory management system is being tested at the Annex, with a go-live date of Thanksgiving weekend.
- Inside Scoop 9/12, 4-5:30 Mann
- First book talk this afternoon, Maria Cristina Garcia "The Refugee Challenge in Post Cold War America"

Curtis Lyons

- 2nd try for Kheel director, full day interviews coming up. 3 candidates.
- Will be full renovation of Management library, staff areas and circ desk. Library will be losing space, but staff numbers have decreased so it should not be a problem. College is paying for renovation.

Julia Gardner (for Anne Sauer)

- Opening late next Thursday (September 13) – all RMC staff are attending social justice tour of campus. Closing to researchers so all staff can participate. Interest in history of campus is useful to RMC staff.
- RMC was overloaded from the very high tour numbers. Need to figure out solution.

Jacob Sayward (for Femi Cadmus)

- Conducting search for stacks supervisor
- Candidates for Law Lib Director coming to campus soon. Some LDLT members will be meeting with them.

Mary Ochs

- Mann desk and carpeting are complete. Stop by to see! Single service point is going ok so far, working out kinks, interviewing for 2 new ref assistants to replace Megan Benson and Noah Hamm, which has complicated the start of the semester and the new single service point, but staff are doing a super job adapting.
- The Vet Library is trying to solve issue with locking the library's doors. Chris Dunham will be given access to the automated system, but that is not in place yet, and there have been some glitches.
- SUNY Cortland librarians touring Mann, particularly Makerspace, on Sept. 21
- Adding some study rooms to reservation system as pilot so students can pre-book use of those rooms
- Tobi begins work on library fellowship focused on reviewing CUL's orientation programs
- New part-time systematic review librarian hired, Sara Scinto. Position is funded on salary savings from a grant that Kate Ghezzi-Kopel is working on.

Note: LDLT to meet at Mann in October.

2:00 - 2:30 pm CUL User Spaces report (Wendy Wilcox and Jim DelRosso)

Wendy Wilcox and Jim DelRosso attended the meeting to present the CUL User Spaces Report. See powerpoint [\[need link\]](#). User spaces are very different across CUL. User spaces task force put together in Fall 2016. Initial sponsors were Ezra and Kornelia. Asked to put together best practices, vision and values, processes for engaging with patrons and getting staff feedback. Also do inventory of CUL facilities. Worked closely with CUL Facilities office. Report finished in March 2018.

Issues arising during discussion:

- How are we treating adjacent spaces not "owned" by the library? Could/should we add these to the inventory since they impact spaces patrons are able to use?
- Hoping that data can be used to really examine spaces and make strategic decisions, e.g. % of space types. Only 5% of Olin is group study and 1% is instructional space. 76% of Olin study space is assigned to a particular person. Can analyze many characteristics of the spaces.
- Are there any standards that we should or must meet? Any standards are usually behind reality of behavior and changes in technology. Compliance does not ensure positive student experience. More nimble thinking is in conference presentations, etc.
- Could we fit more tables into the stacks in Olin? No place to sit and read in stacks except assigned carrels.
- Data can be downloaded and manipulated.
- Report will allow us to examine where we should be going with the space we have.