# University Library Committee Minutes, 4/9/18

## Call to Order / Roll Call

The meeting was called to order at 4:00 p.m.

Members present: K. Brayko, S. Colenso, K. Cowley, D. McCrea, T. Keenan, M. Snow
Members absent/excused: A. Klene, S. Gordon, T. Shearer, T. Ward

Ex-officio members: S. Zhan
Guest: M. Stark

#### Minutes from last meeting:

The minutes from 3/12/18 were approved.

Communications**:**

* Librarian Megan Stark provided an update on proposed changes to information literacy instruction offered by the Library. The instruction department is down 4 tenure-track faculty and 2.25 staff in the last 18 months. Therefore the library will rescale the program to match resources. In class workshops will not be available for Intermediate Writing Courses. There are several online videos and Moodle tutorials that can be used by instructors to meet the information literacy learning outcome. Instruction will still be provided to WRIT 101, COMM 111 and the Freshman Seminar. Intro to Honors or Athletics, and Ways of Knowing will not be individually supported. A Library Lab similar to the Writing Center’s Side Car will be piloted for Advanced Writing Courses in Humanities, Social Science, and Science. Instructors of Advanced Writing Courses are sent an invitation for specialized instruction but only a quarter to a third takes advantage of the resource. This will be offered in tandem with the Pilot next fall. After assessment of the two models the library will determine the best option. She is open to the Committee’s thoughts on how to communicate the changes so the campus does not perceive the change as a loss. The information will be shared at the Faculty Senate at the September meeting.
* Dean Zhang provided the following updates

**Partnering for student success**

* The library provided $50 UMoney of Loyalty Rewards to student employees who returned from fall 2017 to spring 2018. Thirty-three out of 46 student employees received the Umoney.
* Library staff member, Glenn Kneebone, demonstrated 3D print technology with a 3D printer at the recent STEAM (Science, Technology, Engineering, Art, and Mathematics) at the Montana Science Fair this year. The library’s participation helped to inform attendees that the UM’s Mansfield Library is so much more than just books.
* Glenn Kneebone, the library’s manager for Paw Print and One Button Studio, received the George M. Dennison Presidential Staff Award in recognition for his work that has brought excellence, merit, distinction, and glory to UM. The award was presented by President Seth Bodnar at the UM Charter Day awards ceremony on February 15, 2018.

**Education for the Global Century**

* Kate Zoellner and Jaci Wilkinson were invited to lecture at UM’s China partnership institutions, Beijing Normal University and Southwest University of Political Science and Law in in March 2018. Kate presented “Information Literacy Program and Assessment Efforts at the University Montana Library,” and Jaci’s topic was “Improving Instruction with User Experience Heuristics and Data.” The Mansfield Library’s information literacy instruction is recognized by our students. The library colleagues in China hope to emulate UM’s programs at their own institutions.
* Another cohort of Humphrey Fellows will be hosted on the UM campus this spring. The library faculty are working with the Global Engagement Office (GEO) to connect the Fellows with library liaisons.
* The Mansfield Library had an outreach table at the International Festival, April 8, 2018. The library has participated in this event since 2013.
* A five-person delegation from the Beijing Normal University will visit the library, the College of Education, and other academic units in April. The library will have a dialogue session on best practices at libraries.

**Discovery and Creative to Serve Montana and the World**

* The library faculty and staff are helping with the upcoming UMCOR on Undergraduate Research.
* The library’s digital collections continues to receive exposure, i.e., searches, views, and downloads, being indexed on the Digital Public Library of America through its service hub in Montana, Big Sky Country Digital Network.
* In celebration of UM’s 125th anniversary, Archives and Special Collections highlighted its collection of more than 175 oral history interviews conducted with UM faculty, students, staff and administrators. Many of these interviews are available online via ScholarWorks at <https://scholarworks.umt.edu/oral_histories/>.  Hannah Soukup, archives specialist in charge of oral histories, worked on this project. The interviews cover a broad range of topics beyond University history, including smokejumping, Montana politics, feminism, homesteading, land use, forestry, the Depression years and conservation in Montana.
* The library offered the following workshops in April:
* **CITE IT RIGHT WITH REFWORKS** - Learn how to use RefWorks to organize, cite, and share your research.  RefWorks is a research tool that allows you to store your electronic articles and citations in one place for easy access.  It also creates citations and references automatically. It's like magic!
* **JUMPSTART YOUR RESEARCH** - Get to know your library and learn how to use the library's resources for academic research. This workshop will teach you how to use OneSearch, the library’s databases, e-journals, research guides, and much more.
* **SEARCH STRATEGIES FOR MUSIC RESOURCES** - This workshop will give you tips and tricks for searching music resources in the Mansfield Library, and help you interpret your search results.  Come make finding music your forte!
* **WHO CAN YOU TRUST?** - This workshop will discuss decoding websites and social media, the importance of net neutrality, search engine bias, and provide tools for identifying clickbait, like-farming, viral news, miracle cures, and echo chambers.

**Dynamic Learning Environment**

* The library was awarded $14,720 for a Safety Smart request to upgrade the crash bars on all 16 doors. This will improve the safety of the building, especially when a fast lockdown is required and ease of locking the building.
* The State of Montana chose Schrock Construction for the Learning Commons project. Phase 1 will remove the walls and small windows and replace them with large glass panels on the west and north sides of the library Level 3. Phase 2 will address ceiling treatments and light fixtures. Construction start date is after the UM Commencement..
* A new set of group gathering table and chairs were purchased for the Payne Family Library at Missoula College.
* The long needed roofing repairs on the perimeters of the top floor of the library building are under way. The work will create noise that will affect the study areas on Level 5, a designated quiet study floor in the building. The noisy repair work may take 2-3 weeks, depending on the weather. The library temporarily designates the study spaces along the North, East and South walls in Level 1 and including Room 115 (former Math Lab) as quiet study spaces to provide the students with the alternative quiet floor during their final weeks.

**Critical challenges -**

* The Library’s FY19 budget (below) remains a challenge. The library hopes it will not be asked to give money back given applications and acceptances are down. Two additional faculty resigned this year. The library was given permission to fill one halftime adjunct faculty position for Government Information.

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| **Mansfield Library** |  |
| FY18 Budget Allocation: |  $ 6,121,341  |   |
| VERIP Reduction: |  $ (76,502) |   |
| VSO Reduction: |  $ (191,441) |   |
| Adjusted FY18 Budget: |  $ 5,853,398  |   |
|   |   |   |
| Increase/Decrease for FY19: |  $ (53,000) | Minus Hines $55,500. |
| FY19 Allocation: |  $ 5,800,398  |   |
|   |   |   |
| Faculty |  $ 860,519  |   |
| Staff |  $ 1,233,185  |   |
| Student |  $ 114,021  |   |
| Total Personnel |  $ 2,207,725  |   |
|   |   |   |
| **Budget Minus Personnel** |  **$ 3,592,672**  |   |
|   |   |   |
| Collections Budget |  $ 3,419,172  |   |
| Operations Budget |  $ 273,500  |   |
| Foundation Support |  $ (100,000) | Plus $50,341 from Library's budget spreadsheet |
|   |   |   |
| Funds Remaining |  $ 0  |   |

* **Lost positions since 2016**
* 2016 (UM campus-wide personnel reduction): 11.75 FTE lost
* 2017 (UM hiring freeze): 11.20 FTE lost
* 2017 (VSO): 5 FTE lost

**Business Item**

* The annual report will be distributed electronically for members to consider.

## Adjournment

The meeting was adjourned at 5:00 p.m.