University Libraries Management Team  
March 20, 2012

Present: Culshaw, Larsen, Majors, Austin, Fong, Hayworth, Knievel, Wakimoto (phone), Montgomery

The group debriefed about the recent Management Team (MT) retreat. The MT engaged in a day and a half retreat that focused on leadership and communication skills. There were a variety of exercises including personality tests to determine how different team members communicate as well as a curling outing (to learn to work as a team in a completely out-of-the-box way). Professor Barb Lawton from the Engineering Management Program gave a talk titled “If Evolution is Natural, Why is Change So Hard?” One outcome of the retreat was to establish a philosophy for the way MT will work together. The philosophy includes such matters as open communication, looking at the big picture, make and communicate a plan for how a decision gets made, establishing clear goals, and empowering all faculty and staff to maximize their potential by giving them opportunities.

The MT plans to work with FSDC to bring some of these activities to the Libraries as a whole. Department Directors will discuss these opportunities with their departments and will discuss different options to bring this to all Libraries faculty and staff members.

Management Team approved a revision of the room scheduling policy (http://ucblibraries.colorado.edu/adminservices/manual/admin/roomschedulingpolicy.htm) via email in the last two weeks.

Management Team and ExCom have approved the following statement about our reorganization. This statement can be used as needed to communicate with interested parties on campus:

University Libraries is in the process of implementing a structural reorganization in response to the continued evolution of the research library environment including technological advances and serious economic challenges. In the past, University Libraries was organized in a traditional research library model, with three distinct units: Public Services, Technical Services, and Administrative Services. The traditional model created insulated silos and a culture of top-down decision making. The changes to our organization include increasing the number of people at our decision making table, ensuring decision making authority is at the level of responsibility, breaking down silos to encourage communication at collaboration at all levels of the organization, and a re-visioning of the way we carry out day-to-day tasks. The structural modifications will guarantee University Libraries will remain a vibrant research library ready to work with our university partners well into the 21st century with the flexibility to meet unforeseen changes in academia.

Management Team would like to update the Libraries on the progress made surrounding reorganization since the group’s inception: we reviewed department-level organization plans from 5 of 8 departments (LIT, Materials Management, Social Science, Special Materials, and Resource Description). We have reviewed and prioritized proposed working groups and have begun the work of creating the groups. We have finalized the plan for the Service Points Working Group and will name members shortly. We’ve reviewed and approved policies. We have developed a way of working together.
Bruce presented the current progress on the Special Materials Department reorganization; the group discussed the progress. The department is set to have a retreat soon; after the retreat Bruce will make another presentation to Management Team.

Service Points Working group is being formed. Management Team members will work on a list of to do items for the group. SPWG will supersede some existing committees and/or taskforces. Management Team will make an announcement to the list about these changes in the near future. The group will continue to move forward with implementing these changes.

The group reviewed a draft of the Scholarly Communication Working Group. MT expects to have a draft to share with the Libraries shortly.

The next meeting will be on April 3.

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