University Libraries Management Team
October 16, 2012
Present: Larsen, Fong, Wakimoto, Hayworth, Maness, Austin, Majors, Montgomery, Knievel, Williams

In these minutes:
- Usability Task Force Report
- Updates
- E-mail Actions
- Dean’s Council Report
- MT and Libraries Priorities and Working Group/Advisory Group Discussion

1. Usability TF Report
   - Task Force members present: Andrew Johnson, Megan Bresnahan, Andrew Watkins, Meredith Callahan, Alison Hicks, Caroline Sinkinson
   - The Usability TF shared a presentation with MT that complimented the year 1 report and other reports that they have recently shared with MT. Please see attached PowerPoint presentation for more information.
   - Usability TF gave some concrete examples of past projects that they’ve done and the results (including replacement of creaky chairs in the Engineering Library, choosing periodicals in the Commons, etc.).
   - Usability TF showed MT videos from their research and shared the statistical analysis that drove the website dropdown revision.
   - The group has restructured so that the whole group comes together occasionally, teams meet regularly to work on studies, then meets together as a whole group to analyze the studies. It’s about 30 meetings for each individual on the taskforce per semester—in other words, it is a lot of work for each team member.
   - A question and answer session followed the presentation.
   - MT appreciates the hard work that the group has put in during their first year together!

2. Updates (5 minutes)
   - No updates to report.

3. E-Mail Actions
   - No email actions occurred during the period between MT meetings.

4. Dean’s Council Report
   - Dean’s Council debriefed about the State of the Campus meeting that Phil DeStefano gave around fundraising. The campus is planning for the day when we have no state support. Fundraisers on notice: double what you’re raising.
   - Campus is having a discussion about what summer offerings should be. The campus believes we should offer more courses for the summer, which has implications for us, especially if the summer is stretched and becomes a “third semester.” Summer enrollment continues to rise. Also upping online offerings from regular offerings during summer. Stay tuned for more information from the campus on this topic.
5. MT and Libraries Priorities and Working Group/Advisory Group Discussion

- The group had an in depth discussion around working/advisory groups after receiving comments from the Libraries at large and after a debriefing of the Collections and Access meeting that took place recently.
- The group acknowledges faculty and staff concern about additional workload due to Working Group participation.
- MT plans to spend its next session working on Libraries priorities, clarifying WG roles, and planning for an all Libraries WG open session.
- Working Group open session is scheduled for Tuesday, November 13 from 3:00-4:30 in N410. All are welcome!

Upcoming meetings
- November 6
- November 20

Management team minutes are available online:
http://ucblibraries.colorado.edu/adminservices/management/index.htm