University Libraries Management Team  
July 2, 2013  

Present: Reynolds, Williams, Culshaw, Majors, Moeller, Austin, Fong, Knievel, Maness, Montgomery

In these minutes:
• Report from Periodicals Management Task Force  
• Staffing proposal  
• Strategic discussion about Leadership and Management Graduate Certificate Program  
• Budget overview  
• Brainstorm position wish list for Recruitment Plan  
• Brainstorm Program Review questions  
• E-mail actions  
• Updates (10 min)

Report from Periodicals Management Task Force  
MT discussed the Periodical Task Force report. MT supports the proposal with the plan that keeps 5 years’ worth of periodicals in our browsing collection (with minor edits). The task force will draft a message that will be sent to the chairs of the disciplines. Look for more information from the task force in the near future.

Proposal for a staff position for library-specific application support  
Rice presented a proposal for creating a university staff/OEP position that would focus on hands-on support for various library-specific applications (Illiad, etc.). The plan is to search for a candidate that has library experience and an aptitude for technology instead of someone with IT experience and no library experience. There is a limitless need to this type of support. MT supports this proposal. It will go to Executive Committee for further discussion and final approval pending the closeout of the 2013 fiscal year.

Leadership and Management Graduate Certificate Program – strategic approach discussion  
about who/how the Libraries might support or select participants  
MT discussed possibilities for a strategic plan to determine who to send to various leadership training opportunities. This particular program is through Engineering Management Program. MT will look into the program and present a proposal to ExCom for review. For more information, see June 20 CU-Boulder - http://www.colorado.edu/node/2982671

Budget overview  
MT reviewed the FY 2014 budget overview in the context of our 2013-14 recruitment plan.

Brainstorm position wish list for the faculty recruitment plan  
Department Directors presented their proposals for faculty positions and MT had an in depth conversation about the needs of the Libraries in terms of faculty hiring. ExCom will review what was discussed in the meeting and will come back and discuss the recruitment plan at the next meeting. Stay tuned for more information regarding the faculty recruitment plan.

E-mail actions
a. Policy update: Commercial film and photography in library. Please find the revised policy attached. The portion that was changed is follows: “Non-University producers: In general, we are unable to support requests for photographing or filming in the Libraries for commercial purposes. Any still or video filming in the Libraries must comply with our academic mission. If you wish to photograph or film in the Libraries for such purposes...”
b. Diversity Task Force Climate Survey: MT will provide feedback to Diversity Task Force by July 5. Stay tuned for more information.

Upcoming meetings
   July 16 (Potential agenda item: Brainstorm Program Review questions)
   August 6

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

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