University Libraries Management Team  
November 5, 2013  

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

In These Minutes  
- Dean’s update  
- New and promoted employee event debrief  
- Director of LIT position discussion  
- Strategic personnel priorities and plan consensus looking at 2014 – 2018  
- Email Updates  
- Department Updates  

Dean’s Update: Meeting with Provost and CFO on Prioritization  
- The Provost and the Chief Financial Officer (CFO) are hosting informal one-on-one meetings with the deans to get a sense of where each college/school is headed in the next 5 years. The deans provide information to help the Provost and CFO develop their budget presentation, which will be presented to the system in the spring.  
- Jim has already attended the Libraries’ session. The discussion was framed around goals, challenges to goals, obstacles associated with those goals, and a general discussion about how things are going.  
- Jim and Leslie put together a short list of items to discuss at the meeting. Challenges addressed include:  
  - materials budget and related inflation,  
  - need for people in light of two new colleges,  
  - need for a development officer and that is an obstacle for us because we should be raising money and we should have some support from foundation in order to do that  
  - we still have a capital issue that we’re pursuing (Special Materials Center we want to build to the north of Norlin)  
- The Provost is impressed that we’re one of 22 research libraries in the country that have a federal repository.  
- Jim was invited to be part of strategic meetings the Provost is having with the Regents. Jim gave an overview of the Libraries and discussed the short list he presented to the Provost and CFO. Jim has been to one lunch so far. These meetings are less about helping our budget, and more about helping the Boulder campus build relationships with the Regents.  
- Campus communications is rolling out a new tagline for the campus: “Be Boulder.” Colleges have been asked to come up with sub-taglines (Be Boulder ...). This new campaign will be rolled out soon. We will have to come up with some ideas we can put on our webpage that relate to “Be Boulder.”  

Debrief to improve recognition event  
Management team debriefed about the New and Promoted Employee event. MT thanks everyone who participated this year, and looks forward to hosting the event again next year.  

Director of LIT position
MT discussed the particulars of filling Rice’s position once it is vacant. Stay tuned for more information regarding the search.

**Strategic personnel priorities and plan—2014 – 2018**
MT discussed strategic personnel priorities and plans for the next few years. MT will continue this discussion and will communicate with the Libraries at large once a plan has been formulated.

**E-mail actions**
MT had no email actions since their last meeting.

**Updates**
Congratulations to Paul Moeller, who will be appointed as Faculty Director of Metadata Services on December 1.

**Upcoming meetings**
- November 19 – Gift Management Compliance
- December 3 – Instruction Working Group (tentative)
- December 17 -

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

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