University Libraries Management Team
December 1, 2015
N210

1. Understanding the Contributions of Our Colleagues to Improve Organizational Knowledge and Culture

MT began a discussion about the possibility of providing employees with opportunities to learn more about what others do in the Libraries and how they contribute to our mission and the mission of the University. One possible way to accomplish this would be through “exchanges” with colleagues. This would allow for people to see, experience, and understand what people do and how they contribute.

Possibilities include working on the reference desk, visiting PASCAL, visiting branches, etc. The hope is that these opportunities can be formalized in the future. This topic will be revisited at a future MT meeting. More information will follow.

2. “Libraries” Revisit decision of singular or plural

MT decided that “Libraries” will be treated as a plural noun from this point forward.

3. Are we using PASCAL to its potential?

MT discussed the ways we use PASCAL, and believes that we are utilizing the facility well. In general, we review our holdings annually and see where we have overages in the stacks and move things to storage as appropriate.

4. Announcements and updates

The belief that faculty receive 3 additional days of leave in December/January is untrue, and the practice must cease. All days of leave must be marked as vacation in My.Leave. If you have questions, please contact your department director.

ExCom reviewed and approved a request to designate Caroline as the Head of Teaching and Learning in the Arts and Humanities department. Congratulations Caroline!

To improve efficiency, MT has decided to move toward networked printing for faculty and staff. Individual printers will not be removed, but they will not be replaced when they die.

Starting mid-January, LIT will provide laptops for faculty and staff to borrow at the Norlin Circulation desk. Branch library employees can request a laptop to be delivered to their location. The planned lending period will be three days. The loaner laptops will have required software we need to do our jobs. Existing departmental laptops will be collected in the next 6-8 weeks.
Upcoming meetings

December 15 – No MT Meeting

January 5, 2016 -- ARL Strategic Priorities (do we see ourselves)

Future Meetings – Working Group member cycle replacement, Strategic Planning Process Debrief with Susan Skjei, Grants review team, invite Advancement, differentiated roles held by faculty and staff, Gifts and Grants Discussion with April from OCG and/or Sponsored Programs Administration

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

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