University Libraries Management Team
March 3, 2015

1. **Program Review Report**
   MT reviewed and discussed the Academic Review and Planning Advisory Committee (ARPAC) Program Review Report and recommendation. MT feels that the Program Review recommendations are in line with what we’ve been hearing in various forums including the Program Review Focus Groups, Diversity survey and round tables, and in the World Café sessions. We are already making headway on the recommendations. Our strategic planning process is already taking us in a positive direction. Please stay tuned for more information and a copy of the report in the near future.

2. **Discovery Service Update**
   We are deep into discovery service demos. Law has been very active in this process. Paul expects official quotes from vendors soon. He should have recommendations for a new service product in the next 2 weeks or so. Look for more information soon.

3. **Update on Swets Situation**
   Yem gave a brief update on the Swets situation. Swets is filing for bankruptcy in a New Jersey court, and they’re in the process of filing with a Dutch court as well.

   Yem continues to work with university counsel. There is still hope for some type of financial remuneration.

   Scholarly Resource Development has worked to negotiate 1.4M in gratis access to thousands of titles. Much thanks to SRD for their hard work!

4. **Update on Assessment Ad-hoc Group**
   Assessment Ad-hoc group has been created to examine our current assessment methods and to recommend a comprehensive assessment plan. The first step is to figure out what we currently collect, what assessment tools are currently in use, what we think our needs are looking forward, and what tools we need to assess our activities. The group will make recommendations to MT once they have completed their work. Ad-hoc group members: Alexis, Paul, Jack, Yem, and Debby.

5. **Update on Faculty Searches and priorities**
   There are two faculty searches underway:
   - Head of Music Branch Library closes in a week. Have almost no flexibility when we have interviews. Expect in person interviews in late April.
   - Head of Gemmill Engineering, Math, and Physics Library closes mid-March. Hoping to do interviews in May and to have someone in place in the fall.

   There are two upcoming searches will run concurrently:
   - Education Librarian
   - Government Information Librarian

6. **Dean’s Update**
   The Council of Deans has approved a new salary equity process for faculty. Jim will share this information with faculty as soon as possible. The new process relates to the appeals process. The
Provost will have a salary equity committee to address appeals. The committee will consist of the previous year’s Vice Chancellor’ Advisory Committee (VCAC) members.

7. **Delayed Closures/Emergency situations**

In light of the confusion about the delayed start last week, MT discussed how the Libraries responds to emergency situations. The team will ask SPWG to recommend new procedures and potential policy options for situations like the delayed openings, early closures, and other emergency situations. It was noted that Campus policy states that all of the "special use facilities," of which the Libraries are one, can determine in each emergency situation whether or not to consider themselves "essential," according to the circumstances of the emergency. The determination is to be made in each case by the facility’s director (Dean Jim Williams). What that means is that in some cases, the library may be considered an essential service and in others it might not be. How it is to be considered in each situation is the determination of the dean.

**Upcoming meetings**

March 17 – Internal Awards process discussion, temporary lecturers/instructors and workload distribution, differentiated roles held by faculty and staff

Future topics - User Experience Librarian – Assessment librarian, mission and vision and value statements, Gifts and Grants Discussion with Sponsored Programs Guest

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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