University Libraries Management Team
November 3, 2015

Present: Williams, Macklin, Reynolds, Moeller, Hayworth, Maness, Austin, Knievel

1. LibQual
   We are beginning the LibQUAL+ process (http://libqual.org/home); the survey will launch this spring. MT will work with Amy to prepare for the survey. Next steps include registration, developing a purpose, compiling a discipline list, and developing questions.

2. Special Collections and Archives Consultant Report Update
   ExCom received the final Archives Consultant Report. Please look for a summary of the report in the near future. ExCom stressed that no personnel cuts will be made as a result of the transition to the new Special Collections and Archives Department. In addition, no collections will be sold.

3. Commons 2.0
   MT is creating a research and planning group to explore possibilities for Norlin Commons 2.0. The group will consist of Libraries faculty and staff as well as an OIT partner. Please stay tuned for more information including a list of folks who will be part of the research and planning group.

   The group will have an initial 2 hour meeting to:
   - Identify targeted design questions to answer
   - Determine data collection strategies
   - Establish a timeline for collecting and analyzing data

4. Announcements and updates – all – 10 minutes
   a. Football on Friday November 13 impact on Libraries – http://www.colorado.edu/news/features/update-parking-and-traffic-impacts-nov-13-usc-football-game (The campus is encouraging staff and faculty to work with supervisors for flex schedules starting at 3pm.)
      MT will ask SPWG to propose Norlin and branch hours for game day.
   b. Student Success Space Subcommittee Proposal draft distributed via email
      MT is considering a proposal to increase Norlin hours. Please stay tuned.
   c. ExCom will continue to visit departments to discuss the strategic plan.

5. Dean’s update
   ExCom has put together top priorities for our 2016-17 budget request. ExCom will meet with Senior Vice Chancellor and Chief Financial Officer Kelly Fox in December to present the request. We will be informed about our budget in May. The top priorities are as follows
Challenges
Inflation fighter – commit to 8% collections increase in the budget annually
4 new faculty lines (SPA director and 3 science faculty)
Increase annual infrastructure & operations budget by 500K annually

Opportunities
Museum, storage and teaching building
Full time advancement officer

Upcoming meetings

November 17 - Archivmatica with Walker Sampson, inclusive excellence discussion

December 1 – Cross training between departments discussion

Future Meetings – Strategic Planning Process Debrief with Susan Skjei, are we using PASCAL to its potential? 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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