

# University Libraries Committee Minutes

September 27, 2021

3:00 pm – 4:55 pm

Members Present: Katie Basinger-Ellis, Vandana Baweja, Riya Chakraborty, Josepha Cheong (chair), Perry Collins, Wendy Dahl, Jonathan Edelmann (co-chair), Haven Hawley, Roger Maioli, Christine Myers, Jane O'Connell, Czerne Reid, Judith Russell

Also Present: Lela Johnson (taking the minutes), Alexandria Glenn (Student Success Librarian), Valrie Minson (Assistant Dean for Assessment & Student Engagement and Chair, Marston Science Library)

Members Absent: Montunrayo O. Ogunrinbokun, Christine Voigt

The meeting commenced at 3:03 pm.

## Minutes Approval

- Motion to approve August's minutes; the motion was seconded and approved.

## Student Preparation for Using the Library (Christine Myers) – Val Minson & Alexandria Glenn

- Dr. Myers reports that their students primarily use the Health Science Center Libraries and comprise UF students and second career individuals. Recently one of the faculty who teaches a foundation class had the students come to the libraries to search the catalog for journals through the decades of Occupational Therapy. In doing this assignment, the faculty member noticed that most students did not understand using the library. Thankfully, Jane Morgan Daniel, who is their liaison librarian, was there to assist the students. This resulted in a discussion about what faculty need to know about this new generation of students and what the library has done anything to prepare the faculty for this.
- Val Minson & Alexandria Glenn presented to the ULC what the libraries do to make students aware of all the libraries have to offer:
  - Library Research 101 that students receive in their Canvas Module.
  - Library Liaisons, who can create course guides
  - Ask-a-Librarian
  - Course Integration with some core writing classes
    - NC30 to 46, which is a professional writing class for engineers
    - NC1101 and a CNA1102
  - Campus-Wide Integration
    - Asynchronous lessons
    - Liaison model for academic/campus units
    - Examples of instruction offered: Information Literacy, Digital Literacy, Responsible Conduct, Citation Management, Subject Specific Research, etc.
  - The use of communication, such as all forms of social media

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- What are some of our challenges at the libraries?
  - Libraries serve a student community of over 50,000
    - Students come from different backgrounds with different needs, can't provide one size fits all instruction
  - There is no one course to reach all students
  - Reaching underserved populations (Transfer, First Gen, Veterans, Historically Excluded populations)
- Goals
  - Create a hybrid learning environment
  - User-centered instruction
  - Leverage existing partnerships
  - Foster life-long learners
- Links Shared in Chat:
  - The Smathers Libraries have a new video called Spark Curiosity:  
[https://www.youtube.com/watch?v=hjKQV\\_CV94I](https://www.youtube.com/watch?v=hjKQV_CV94I)
  - ACRL Standards for Libraries in Higher Education:  
<https://www.ala.org/acrl/sites/ala.org.acrl/files/content/standards/slhe.pdf>
  - The Smathers Libraries have a librarian for every subject area. Encourage professors to reach out and invite their librarians into the classroom:  
<https://uflib.ufl.edu/specialists/>

## Research & Scholarship Council Meeting Update

- Perry Collins did a summary of the Author Rights Policy at the last Research & Scholarship Council Meeting. The Council decided the policy should move forward to the Academic Policy Committee (APC).
- Perry's impression was the APC would review the policy and vote next month. There were no questions from the Research & Scholarship Council at that time.

## COVID Discussion/Update

- The Dean reports that about 80% of the student population is in mask compliant while in classrooms. She also noted that the students have been wearing masks more in the libraries since making the public address announcements. Masks are required at the Health Science Center but are only expected at the other libraries on campus. There are disposable masks available for students who do not have one. The academic deans and student services are doing everything possible to push the information about vaccinating, getting tested, and wearing masks.
- A short message was prepared by the Dean of University Libraries and sent to Dr. D'Andra Mull, welcoming new students to UF/Libraries-and also stating that masks are expected in the libraries.
- The ULC Chair updated that the first deadline of the government mandate for vaccinations is coming up on Thursday. For the first time in 18 months, there have not

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been temperature checks at the VA hospital in Gainesville. There is an overall sense that cases are on their way down, though there is a new Delta variant, and individuals being tested are now being tested for five different variants of COVID.

- John's Hopkins COVID tracker was mentioned by the ULC Chair as a way to track cases. ([click here to go to the website](#)). It has been 567 days since the original case of COVID was reported on January 12, 2020, in the United States.

## UF Author Rights Policy Discussion

- As discussed on the Research & Scholarship Council meeting portion, next steps:
  - The policy is being moved forward to the Academic Policy Committee.
  - Research & Scholarship Council will vote to move forward to Faculty Senate.
  - Present to Faculty Senate for the vote.
- ULC Members discussed and agreed to maintain consistency when using the policy name.

## Dean's Report – Judith Russell

- Budget Update – As reported at the last ULC meeting, the academic deans were requested to participate in an exercise, so there was a better understanding of how colleges use appropriated funds and what each area is changing in priorities for using these funds. The exercise asked participants to look at their net appropriated funds, take 5% of that amount, and describe how those funds have been reallocated to a higher priority. The Dean reviewed a document emailed to the ULC members last week (see below)
- Questions/Comments: The ULC Chair asked if the Dean had a sense of what they would be doing next, now that they have this information. She is under the impression that this will be an activity required yearly moving forward.

## Law Library Report - Jane O'Connell

- There will be a renovation project in summer 2022.
- The reading rooms at the Law Library have been furnished with new chairs, replacing old uncomfortable ones.
- There will be a new hire for a technical services position in spring 2022. Hiring at the law library can be very challenging.

## Additional Topics

- How can ULC help the libraries focus on synergistic events to highlight UF authors?
  - The ULC Chair suggested: Sponsoring an author's forum or highlighting an author among the faculty at the University of Florida regardless of the college. For example, someone who has just completed a book has done some significant work that could be featured as a presentation or a discussion, kind of like an online book club.
  - Jonathan Edelmann (ULC Co-Chair) was identified as a potential speaker. He has

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September 27, 2021

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nothing to update on this at this time.

- The Dean reported that the Libraries had a program for many years that was suspended before COVID, which was called Authors@UF, which would feature a UF author who recently published a book. Haven Hawley (Chair, Special and Area Studies) managed the program and would host authors a few times a semester. Haven reported that this is a program she would love to bring back and stretch across the University as a conversation and not just focus on authors.
- Suggested collection ideas to highlight
  - Maps Library
  - Judaica
  - Children's Collection
  - Africana Collection
- Haven will speak to her staff about this topic, and thanks the Chair of ULC for bringing the topic up for discussion.

## Wrap-up/Topics Fall

- A Tribute to Justice: Remembering Judge Hatchett on October 5, 2021, is a hybrid event, so Zoom participation available if attendees cannot make it in person.
- The next ULC meeting is on October 29 at @1:55 pm via zoom.

The meeting adjourned at 4:36 pm.

September 24, 2021

**Efficiency of Units Plans (Fall 2021: Due October 1, 2021)**

[Colleges (Deans), Other Units (Cabinet -Vice President Level) Excluding the University of Florida Foundation, University Athletic Association, and Health Science Center (Other than Colleges and State Funded Entities)]

Unit: Smathers Libraries

Total State Budget (E&G): \$31,496,970

5% of State Budget (E&G): \$1,574,849 (To be Reallocated Within the Unit)

Entity Debited Account #	Amount	Comments/Description	Entity Credited Account #	Amount	Comments/Description	Goal/Strategic Priorities
700000	\$277,500	Reduced recurring expenses for current materials through successful renegotiation of annual price increases	700000	\$277,500	Savings reallocated to purchase of high value digital primary source collections; to support a collaborative initiative to digitize important historic foreign newspapers; and to establish new agreements with publishers to eliminate Article Processing Charges (APC) for UF authors choosing Open Access publishing in selected prestigious journal families	Provide new high value digital collections to support teaching, scholarship and research at the University and support UF authors wishing to publish their journal articles for immediate, worldwide open access

700000	\$252,500	Reduced recurring expenses for current materials through successful renegotiation of annual price increases and elimination of low use e-journal titles	700000	\$252,500	Savings reallocated to license alternative electronic resources with higher need/value	Provide new high value digital collections to support teaching, scholarship and research at the University
650000 700000	\$60,616	Reallocated OPS funding and cost savings from new inventory control software for FLorida Academic REpository (FLARE)	700000	\$60,616	Savings reallocated to rent and other increased operating expenses for FLARE	Support the critical need for offsite storage for the library collections; maintain FLARE as an important statewide resource
<b>SUBTOTAL</b>	<b>\$590,616</b>					
600000	\$34,424	Utilized a portion of funding from vacated positions not filled	650000	\$34,424	Savings reallocated to adjust the library-wide salary scale for student workers for Florida Minimum Wage increase	Remain competitive for recruitment and retention of Student Workers who are critical contributors to public services and other library units
600000	\$24,191	Utilized a portion of funding from vacated positions not filled	650000	\$24,191	Savings reallocated for additional programming to ensure timely completion of the upgrade of the UF Digital Collections cyber-infrastructure	Improve access to heavily used digital resources through rapid development to modernize the patron interface
650000	\$26,923	Reallocated departmental OPS salary budget	600000	\$26,923	Savings reallocated to convert an ongoing OPS position in Digital	Remain competitive for recruitment and retention of employees adversely impacted by

					Support Services to TEAMS status	“non-benefitted” OPS status
600000	\$366,507	Reallocated time- limited salary budget	600000	\$366,507	Savings reallocated to eliminate “time-limited status” from staff positions for now reopened branches and FLARE	Remain competitive for recruitment and retention of employees in essential positions who are adversely impacted by “time- limited” status
600000	\$332,261	Utilized funding from vacated positions not filled	600000	\$332,261	Savings reallocated to fill 3 faculty positions and 1 staff position with greater priority	Prioritize greatest need for librarians and staff to meet the needs of library users
600000	\$220,336	Realigned salary for Associate Dean for the Health Science Center Libraries when she left UF	600000	\$220,336	Funds reallocated for a new position: Associate Dean for Research and the Health Sciences; job description rewritten with substantial new responsibilities supporting research	Coordinate and strengthen Libraries support for research by our own faculty and throughout the University
<b>SUBTOTAL</b>	<b>\$1,004,642</b>					
<b>TOTAL</b>	<b>\$1,595,258</b>					

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Dean or Vice President

08/20/2021

**Efficiency of Units Plans (Fall 2021: Due October 1, 2021)**

[Colleges (Deans), Other Units (Cabinet -Vice President Level) Excluding the University of Florida Foundation, University Athletic Association, and Health Science Center (Other than Colleges and State Funded Entities)]

Unit: \_\_ Smathers Libraries \_\_\_\_\_

Total Space (Sq.ft.): \_\_0\* \_\_\_\_\_

% of Space: \_\_0 \_\_\_\_\_ (To be Reassigned Within the Unit)

Entity Debited	Amount	Comments/Description	Entity Credited	Amount	Comments/Description	Goal/Strategic Priorities
	TOTAL			TOTAL		

- There no significant space reallocations to report.

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Dean or Vice President