

University Library Committee

September 9, 2020, started at 3:15 pm and adjourned at 4:25 pm

Zoom

Attendees: Bibek Adhikari, Mary Cranston, Martin Engelke, Denise Hammer, Gary Hunter, Claire Lieberman, Dallas Long, Chad Kahl, Marie Labonville, Erin Link, Rachel Scott, and Kathy Webster

Everyone introduced themselves.

Long noted that SGA and the Graduate School have not submitted any names for student representatives.

There was the selection of the chair after Long described the roles of the position. Labonville was nominated by Long and seconded by Lieberman. She accepted the nomination. The voting was unanimous in favor of the nomination.

Kahl shared information in chat about ULC from the Academic Senate web site:

<https://academicsenate.illinoisstate.edu/about/bylaws/external-committees/#Comm-9>.

Long turned over the meeting to Labonville at 3:26 pm.

Labonville suggested we have a vice-chair. Engelke volunteered to serve and there was unanimous agreement.

Long provided an overview of Milner Library's COVID-19 response and current service model.

- Illinois Board of Higher Education did not give any guidance to academic libraries in *Higher Education in Illinois: Safely Launching Academic Year 2020* that was released on July 28.
- American Library Association did not provide recommendations.
- Milner Library opened the building on 8/16/20 and closed again on 9/8/20. Before the closure, Milner had implemented the following safety measures:
 - Plexiglass was put in place at circulation and reference desks.
 - Seventy percent of the seating was removed; Milner had 500 seats after the process.
 - Decals were placed on floors to create physical-distanced queues.
 - Changed sequence of main entrance doors—half were made entrance only and half were made exit only.
 - Milner purchased personal protection equipment, wipe dispensers, etc.
 - Milner purchased reusable keyboard covers, laptops, and headsets to some who didn't have them before.
 - Reference moved to virtual only (chat, email, Zoom consultations).
 - Technology was de-densified.
 - Curbside pickup was implemented.
 - Implemented the quarantining of items for four days after their return.
 - Course reserves were made available through curbside pickup and digitization. Milner has reached out to all faculty regarding physical course reserves to see if there are other

options, such as digitizing and making available through ReggieNet. Students can fill out a newly created web request form.

- Building hours were initially shortened to provide more time for cleaning (e.g. closing at midnight instead of 3 am from Sunday through Thursday).
- Hours were shortened again to 8 am to 5 pm, Monday through Friday, because of the challenge of getting patrons to wear their masks continuously—33% to 50% were not wearing them regularly.
- After the closure, implementation of Milner Library by Appointment.

Five working groups were implemented after Long became Dean on July 1, 2020:

- Communications Group
- Facilities, Spaces, and Supplies Working Group
- Materials Handling Group
- Patron Services Group
- Technologies Group

President Dietz asked Long to present to the COVID-19 steering team a closure plan for walk-in patrons. That led to the building closure on 9/8/20.

Labonville asked about building usage during the two weeks we were open. Long noted that the maximum number of users was roughly 200. Walk-in reference interactions were one-fifth to one-seventh the previous year.

Lieberman asked about the use of gloves. She recommended glove options that she shared in chat. There was a general discussion about the proper use of gloves.

Labonville asked if there have been in Milner any personnel that have suffered from COVID-19. Long stated that he did not know of any, but noted that notification is not required, unless done by the McLean County Department of Health.

Engelke asked if Milner's building is closed through the semester. Long responded affirmatively and discussed plans of some other state university libraries.

Labonville asked for input on future topics for meetings of the University Library Committee.

Webster asked for an update on the floor one construction project for the new Student Success Center. Long provided overview of the floor one process back from when it was initially closed up to the present. The project is currently on hold.

Engelke asked for an explanation of the process for decisions on collection resource cancellations.

Webster asked for an update on scholarly communication issues related to the serials crisis after the presentation made to the Committee last year by Chad Buckley, Julie Murphy, and

Anne Shelley. Shelley will be invited back for updates. Scott noted recent developments with transformative agreements, especially at Ohio State University with Taylor & Francis.

Webster also asked for updates on open access issues. Scott noted the impending Open Access Week from October 19-23. Engelke noted advancements in open access among professional associations in the life sciences. Webster asked about what work can be done to inform disciplinary faculty about developments in open access.

Long noted that the Committee's final report last year mentioned an interest in inviting Shelley to come to the meeting to discuss Digital Humanities. He also suggested having a tour of the University Archives, perhaps remotely.

Labonville asked Milner administration if there was anything that they were interested in hearing from the Committee. Long was interested in feedback on Milner's COVID-19 response, especially as we get ready for the spring semester, and suggested this as a topic for the November meeting. Kahl noted an interest in discussing ways to better publicize Milner services, resources, etc.

Engelke asked about the sharing of meeting minutes. Kahl noted they are shared prior to the next meeting and are adopted by vote of the Committee.

Long noted that there is a SharePoint location for the Committee. Link to it will be shared via email.

Shelley will be invited to present at the October 14, 2020 meeting at 3:15 pm via Zoom.