

## University Library Committee

November 11, 2020, started at 3:15 pm and adjourned at 4:00 pm

The meeting was conducted remotely via Zoom

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

Minutes from October 14, 2020 were adopted without edits.

Dean Long received a request in mid-October from the campus COVID-19 steering team to address the re-opening the Milner Library building for Student Success Week and Finals Week.

President and Cabinet voted unanimously to re-open the Milner Library building on November 11, 2020.

Library's role as a community hub was a challenge due to lack of consistent mask usage.

Milner Library will close at 8 pm rather than being open 24 hours a day as is standard during Student Success Week and Finals Week.

Milner Library will close at 8 pm in the Spring 2021 semester until the library is able to hire a new evening building services manager. At that point, the library will be open until midnight during the work week.

The curbside pickup service will continue.

Reference will continue to be done virtually for Student Success Week and Finals Week. There are still discussions ongoing about reference offerings for the Spring 2021 semester.

Long noted that Milner Library will open most floors. Floor five will not be opened during Student Success Week and Finals Week in fall 2020 due to facilities work related to re-carpeting. The re-opening of floor six during Student Success Week and Finals Week is unlikely. Its reopening depends on whether Milner can hire a student work force to do mask enforcement. Milner Library has been in consultation with the BSC about their experiences with student worker enforcement of mask wearing.

Long answered a question about curbside pickup. Milner handles roughly 25 requests a day.

Long answered a question about the usage of Milner. Long noted the peak usage of Milner was approximately 200 users during the three-week period the building was open in August. Kahl noted that Milner's reference desk averages roughly 30 virtual interactions each weekday and roughly 15 to 25 questions over the weekend. He was unsure about the number of instructional sessions, but did note the numbers were down. Scott noted physical collection usage has dropped, but electronic resource usage is still strong.

University Archivist April Anderson-Zorn provided a presentation and a video tour of the Dr. Jo Ann Rayfield Archives including the facilities, holdings, and services.

The next University Library Committee meeting will occur on January 13.