

## Agenda - FAL Advisory Committee Meeting

February 11, 2019 10:00-10:50am

### DFA 2.506

**Attendance:** Martha Hilley, Jim Buhler, Sarah Chestnut, David Cohen, Christin Davis, Catherine Hamer, Sydney Kilgore, Ann Reynolds, Molly Roy, Jeff Smith, Amber Welch, Jason Wilkins, Holly Williams

**Absent:** Amelia McElveen, Adraint Bereal, Catherine Kline, Jessica Chambers, Logan Larson, Becca Pad, Caroline Rock, Austin Shirley

**Minutes:** Becky Liendo

1. Brief Update: Provost's [Task Force on the Future of the UT Libraries](#) (Hamer)
  - Steering committee and subcommittee chairs have met and have outlined next steps before April.
  - Subcommittees have met at least once so far this year and are working on faculty engagement/open meeting before final Town Hall event.
    - All dates TBD and will be sent campus-wide once established.
2. Update on recruitment: Humanities Liaison Librarian for Performing Arts (Hamer)
  - Offer accepted by Corinne Forstot-Burke and she will begin 7/8/19
  - Feedback from interview committee?
    - People participated in the presentation to ask questions. And received positive if not enthusiastic approval from a few members of this committee.
3. Closing of Foundry on Sundays. See [Foundry Usage Statistics](#) (Hamer)
  - Use of Foundry general and weekend use statistics linked in agenda.
  - The library will be open but the Foundry will be closed on Sunday because of low usage. While transitioning staffing in FAL especially during the spring, it would be difficult to maintain hours to serve the patrons during work week.
  - The email with updated Foundry hours and info. was forwarded to Arts and Entertainment Technologies chair Bruce Pennycook and AET faculty. There was no response regarding anticipated issues.
4. New model for FAL services (Welch)
  - Vision and purpose
  - User Services Coordinator recruitment (replacing Adam Hatley, Branch Supervisor)
  - Formerly the desk was separate from the Foundry - patrons would be pushed backed and forth between points, so it made sense to combine both service points and that Services Coordinator would report to one unit. For about a year, we had an Outreach Coordinator in The Foundry but could not renew the funding for it when it became vacant. From previous staff and input from current staff/faculty: the outreach function is important - so by combining the outreach coordinator and branch supervisor positions - they will ideally support and supervise the desk but main responsibilities include the Foundry and spaces in FAL.
  - Question: Hierarchy with current staff overseeing current workload of this new position (Boris, as an example)?

- Boris has been helpful in taking a fresh look at existing workflows and implementing his expertise and knowledge into adding efficiency (he has previous circulation experience).
- Traditionally there's a low turnover rate for FAL student employees- the students really enjoy working here
- Question: Who will be involved in the interview process?
  - Library staff. Since this isn't a Librarian position, it is not typical for faculty to sit in on the process.

5. FAL Collections and Spaces (Lexie Thompson-Young)

- All of the collections that the library holds (different media collections) are important and we want to take care of all of them.
- Mainly speaking to/about print media
  - Stacks
  - Special collections
  - Storage (online and external storage/physical)
  - Consortia (get print materials quickly from other libraries)
- Make room for new materials because we haven't stopped buying/ordering print materials
  - One off prints
  - Standing orders
  - Special gifts
- FAL renovation - spaces in the library are important
  - There are many demands so we want to balance new growth space and bringing back the off-site materials (CDL, JLF, LSF) back into the space.
  - Keeping the material and having them for the long haul:
    - Question: Can periodicals/journals really be brought back from the college station facility? There has been trouble getting them back.
      - Yes, they can come back, but not all. A review process is beginning/in the works. UTL staff always want to have input about collections. The best way to inform the process is a continual dialog between faculty and librarians so they can get more insight into faculty research/class studies, to better understand requests.
        - Librarians look at the needs holistically and then prioritize.
        - Recommendation: communicate with your liaisons to move the requests along.
        - Need to continue talking about ALL the content that we need together to help form a better process for curating collections.
    - Question: Is there an inventory anywhere - exactly of what went where? And is it available to anyone that wants to look at it?
      - It's not a secret and you can look at it. But we can't use it as our sole reference when selecting journals to retrieve.
- Planned with different steps and as with every academic group - we need information from students and faculty and review the footprint of the library and see where the needs for growth spaces. When we talk about "weeding" we don't remove books from the collection or destroy them, we typically move them to storage (with few exceptions).

- Recommend: Invite your liaison librarian to department meetings to get the opportunity to know what's going on and develop relationships with faculty members much easier.

6. Other Business/Updates/Announcements?

(All)

5th floor locked offices (Welch)

- We're receiving questions at our desk about these spaces. Who do we send the inquiries to?
  - (update) Karli Capps kcapps@austin.utexas.edu

Discussion of committee configuration for 2019-20 (Williams):

- The following recommendation was made by committee members: Meet twice a semester, continue with 2 faculty members serving on the committee and keeping students on as well. Also recommend keeping the same time.

Question regarding 4<sup>th</sup> floor classroom assignment to classes (Reynolds):

- They're heavily booked by Design and AET who have no other rooms available
- Previously, 4<sup>th</sup> floor seminar rooms were used heavily when teaching a class that needed a space for proximity to library materials, now using meeting rooms.
- Recommend: consult with your chair/department schedulers to work together to find effective solutions

Meeting adjourn 10:53

Next meetings:

March 11, 10:00-10:50

April 15, 10:00-10:50 (final 2018-19 meeting)