

Minutes
Joint Administration and Library Faculty Assembly
Committee on University Library Reorganization
Fifth Meeting, Friday, February 29, 2008, 9:30-11:00 a.m., Room 1A, Library East
Closed Session

Roll of Members Present

Stephanie Haas, Support Services, co-chair
James Cusick, Collections, co-chair
Carl Van Ness, Collections
Blake Landor, Collections
Jana Ronan, Public Services
Patrick Reakes, Public Services
Jimmie Lundgren, Technical Services
Priscilla Williams, Technical Services
Adrian Zeck, Collections
Jim Stevens, Public Services
Amy Polk, Support Services
Raimonda Margjoni, Technical Services

Brian Keith, ex officio

Meeting commenced at 9:35 A.M.

Minutes were amended by Blake Landor and approved with the changes.

TECHNOLOGY SERVICES (left box)

The first item on the agenda was a consideration of the proposed division for IT & Support Services as represented on the dean's organizational chart. Members reviewed submitted comments. In general they noted that the comments raised the following points:

- Concern that finding a person to oversee all the proposed units would depend on a lot of variables
- Concern that HR and Business Services should report directly to the dean

In discussion, committee members felt that hiring an associate dean to supervise all the units proposed under this single division could prove problematic. There were also concerns that supervision of some units would benefit from a division head with strong library skills but that other units needed someone with experience in physical plant and business/personnel. In either case, the person would have to have previous experience with academic research libraries.

Two comments coming from outside the committee suggested that having Business Services, Facilities/Physical Plant, and IT/Systems in the same division reporting to the same head would be efficient. However, the majority of outside comments felt that HR and Business Service belonged outside the division.

Committee members noted that it is common in the colleges at UF to have HR report to the dean.

At this point, members raised other questions related to the interconnections between technical services and public services. There was a question about why ILL and E-Reserves was with IT. There was a question about whether the committee had abandoned the idea of a public services unit/division. It was felt that many units on the tech side of library work, including ILL and E-Reserves, require interaction with the public. ILL and E-Reserves represent people who work constantly with IT and tech but who also must manage public requests.

Discussion prompted a comment that there should be a strong public service culture in tech services and that it should be a high library priority to encourage such a culture.

The committee members therefore concluded that:

- Based on feedback and on member views, HR and Business Services should be in their own reporting line directly to the dean
- The other units in the proposed division shared sufficient functional similarities and worked together closely enough that it made sense to have them in a division with a reporting line to an associate dean-but-
- The committee should revisit the question of how to coordinate and maintain public services at a high level across all library activity. Related to this is the question of whether this is best achieved through a public services division or if other ways, such as a teams approach, would work well.

Key in the reorganization is to remember that a public service orientation should underlie the whole structure.

As an aside, it was pointed out that the committee should also address the issue of what happens to the Collection Management Support Unit if there is no longer a Collection Management department or division. Members also expressed concern about the placement of the book store.

ACCESS SERVICES

Jana Ronan and Jim Stephens then reported on Access Services. They had been asked to review all the services that the Access Services Unit currently provides and then to identify parts of that service that were not explicitly accounted for under the proposed new organizational charts.

Discussion centered on:

If Library West is to operate as a branch library, who will be in charge of library-wide services formally handled out of Library West by Access Services and others such as ILL and e-reserves and where will these services be located? Services include:

- Activation of library privileges for special users—approximately 200-300
- Centralization and coordination of circulation policies
- Authentication
- Liaison work with FCLA
- Various other services

The key issue here is providing services for the whole library system which are currently handled in Library West. What happens to these services if West becomes a branch?

The committee has no answers to these questions but feels they are concerns that library administrators need to address. There was discussion that coordination might be achieved by implementing a team approach.

BRANCHES

There was a brief discussion of branch issues, specifically the rotating chair concept. The underlying concern here is that the branches have a voice. This can be accomplished either by having all branches reporting to an associate dean (Simpson/Haas model) or by having a rotating chair reporting directly to the senior associate dean.

The committee tabled the remainder of its agenda, beginning with a consideration of an organization and reporting structure for collections. This will be taken up at the next meeting.

Meeting adjourned at 11:25 a.m.

The next meeting is on Monday, March 3, 2008 and is an open meeting.