

**Meeting Minutes - University Library Committee (ULC)**  
**February 4, 2020; 12:00-1:30 pm**  
**Library boardroom, 6<sup>th</sup> floor, Newman Library**

Attendees:

Creed Jones (chair), Roan Parrish (GSA), Sally Shupe (English), Stefanie Metko (Library), Lina Ni (Neuroscience), Hyesoo Yoo (Performing Arts), Eric Kaufman (Fac Senate), Lisa Kennedy (Nat Res & Env), Phillip Thompson (Management), Erin Smith (Library), Vincent Magnini\* (Business), Zhiwu Xie\* (Library)

\*Attended remotely via Zoom

1. Lunch  
Thanks as always to Lisa Smith and the office of the Dean of Libraries!
2. Review of minutes of October 30 meeting
  - Amend December minutes to add Stefanie Metko and Lina Ni to the attendance, shift Sally Shupe to English rather than CoE
  - Fix typos of "library", "O'Brien"Approved with stated amendments
3. Grad student feedback on library study lounge
  - a. Feedback from GSA is a strong lack of knowledge of the study room's existence, need better advertising.
    - i. Possibly in graduate student orientations.
    - ii. Possibly library liaisons
  - b. More plants.
  - c. Students like the variety of seating options.
  - d. Confirmation that Roanoke and NoVA students have access to the graduate resources including the study room here.
4. Proposed ULC paper on Innovation Campus library support
  - a. Zhiwu Xie update: Previously had submitted a proposal on library support in the new campus for million dollar budget, but were notified they would not have Fall 2020 spaces in the temporary campus.
    - i. Updated proposal with specific item lines for one new position in Falls Church for Innovation Campus temp activities in the budget request with the understanding they need to extend hours to account for different schedules of the new students
    - ii. More spaces in Falls Church as the current library is pretty fully occupied
    - iii. Asked to hold off planning for future location as the subcommittee in charge was suspended until further notice
  - b. The library is in the basement of Falls Church, not very visible and not much space. Temporary classroom expansion is on a separate floor with no manpower to staff it (yet).
  - c. Creed Jones - what would be helpful from us?
    - i. Zhiwu Xie will consider best action as they appreciate support but this may not be the best timing as planning has been suspended.
  - d. Creed Jones - what should we share with our constituencies?
    - i. Zhiwu Xie - Library services will increase and shift in the NoVA campuses and solicit feedback on what kinds of services do these areas need? Stacks,

traditional, expand services to meet needs. What are the issues they encounter?  
Will be focused on a community service, a broad service

- e. Creed Jones - referring to prior minutes, many of the students will be working professionals with a different student profile, and secondly how will the library be supporting the community around the students and faculty? Locals?
  - i. Zhiwu Xie will read back to these notes.
- f. Eric Kaufman - Make sure we focus on longer timelines, like if we can put together a paper or letter for future uses even if it should not be submitted now
  - i. Faculty that bounce back and forth may want private offices, but that may not be the best use of spaces and the library may be able to contribute to spacing processes and design
  - ii. Ease of reserving a table, a desk, a room - doesn't have to be private spaces but knowing one has a space that can be easily reserved and accessed; this can provide confidence in the library services, particularly in early years
    - 1. Zhiwu Xie - may need faculty support to declare shared faculty office spaces a needed service; solicit feedback from constituencies
- g. Can prepare a letter early to submit later when timing is preferable
- h. Creed Jones - look at other universities, like Cornell
  - i. Zhiwu - in contact with libraries at Cornell Tech, where they don't even have a librarian on location, which is very inconvenient for them
- i. Roan Parrish - in contact with NoVA's GSA?
  - i. Zhiwu - Yes, some feedback is their GSA needs a stronger presence and the library may be able to facilitate; Arlington layout is segmented and physically separates students from sharing institutional knowledge
- j. Creed Jones - so in conclusion, we should elicit thoughts from faculty and staff (and students?) who will be involved with Innovation Campus in preparation for writing a letter of support for future use
- k. Lina Ni - which departments or colleges will be part of this?
  - i. Zhiwu - consolidation of academic disciplines with NoVA locations in proposal stage; which department/programs will have places at which locations as currently there are 4 or 5 locations in NoVA and they're moving things around. Architecture may take over Falls Church, maybe Business Falls Church, Engineering mostly at new location but when will that be usable? Unknown Alexandria plans, perhaps Science spaces
  - ii. Zhiwu - strong admin desire to centralize services (not just library) in the new location; all planning must take into consideration the future director and their planning

## 5. New business

- a. Zhiwu Xie - library strategic planning process is at stage of soliciting feedback. How should they reach out to grad students, undergrads, faculty, to organize focus groups? Timing, events, what methods?
- b. Creed Jones - what kind of feedback? General, conceptual, details of strategic plan?
  - i. Zhiwu - depends, might bring details to ULC to develop a better questionnaire for the focus groups. Can identify what faculty do and do not care about and what they would respond to
    - 1. Participate in the GSA meeting this Thursday
    - 2. Eric Kaufman - Faculty feel sensitive if something seems like a waste of their time, particularly if it's unclear how their responses would be used.

Frame in a way that has clear consequences or where the faculty can clearly weigh in. Budget, comparisons to other universities

3. Zhiwu will send emails to members of this committee for further feedback and steps

6. Action items

- a. Zhiwu will email for further feedback on strategic planning.
- b. Creed Jones - For those who have colleagues that work with NoVA library services, get feedback on current use and desired future uses of library services.
- c. Collections for classes taught in NoVA - books used in courses being taught in NoVA there or suitable references
  - i. Zhiwu - one time collections budget that can be used for books or paper journals in preparation for new campus, feedback please

7. Adjournment

Next meeting March 17th.