

## Minutes- New Brunswick Libraries Faculty- July 7, 2017

Present: Stephanie Bartz, Jeanne Boyle (director), Leslin Charles, Janet Croft, Kayo Denda, Tom Frusciano, Rebecca Gardner, Francesca Giannetti, Erika Gorder, Tom Glynn (recorder), Karen Hartman, Michael Joseph, Marty Kesselman, Triveni Kuchi, Mei Ling Lo, Megan Lotts, Tara Maharjan, Kevin Mulcahy (chair), Laura Mullen, Jill Nathanson, Jordan Nielsen, Jim Niessen, Laura Palumbo, Fernanda Perrone, Janice Pilch, Caryn Radick, Judit Hajnal Ward, Ryan Womack, Connie Wu, Tao Yang.

1) The agenda was adopted with one change. Item number three was removed; Dee Magnoni, our new director, was unable to attend the meeting because of a delayed flight.

2) The minutes of the June meeting were approved with no changes.

3) Report of the NBL Chair- Kevin Mulcahy

We joined Kevin in congratulating Michael Joseph on his promotion to Librarian I and Caryn Radick on her promotion to Librarian II with tenure.

Kevin encouraged us to send him agenda items for future faculty meetings. He would also like to arrange occasional reports from different areas in the libraries, similar to, for example, recent presentations from Special Collections/University Archives. These reports help us all keep abreast of developments in different areas that we may not all be aware of.

4) Director's Report- Jeanne Boyle

Jeanne and Karen, in her role as Graduate and Faculty Services Team Leader, met with Mark Schuster, Dean of Graduate Student Life, to discuss the creation of a writing space in Alexander Library for graduate students. It will open in the fall and be located in Francoise Puniello's old office, off the graduate reading room. Student Affairs will schedule times during the week in which graduate students can meet with writing tutors. We are also welcome to use the room to meet with small groups when it is not scheduled for that purpose. We can ask Lorraine for the key and reserve the room on a calendar by her desk. There will be no computers in the room.

Jeanne thanked everyone who participated in the NBL Teams survey. In particular, she thanked Ryan, who helped prepare a draft list of members for each team. A final list will be sent out shortly. The membership of the Service Points Team will be finalized at a later date, so that the new director has an opportunity to consider what role the team might play in the NBL structure.

Jeanne distributed a handout that broadly summarizes the Libraries priorities for 2017-2019 (see appendix). They fall under six broad areas, such as "Enhance Student Support" and "Optimize Collection Development and Management," and each area has an overarching goal. Cabinet has been working diligently on these priorities. On June 13, it began work on charges for eight groups. Most of the groups will be assigned a timeline. Some, such as the Web Improvement Team or the Collection Analysis Group, will probably be permanent. We should read Cabinet minutes and other communications in order to keep abreast of the planning process. Cabinet will distribute a final, detailed list of priorities in November or December.

If you schedule an event in a room in Alexander or any other library and subsequently cancel the event, please make sure to cancel in BookRoom as well, so that the room will be available for others to use. Also, please clean up after an event, especially if food is served.

Janet Croft and Charlene Houser are working on a "Right-to-Know" survey, required annually by state law, which identifies hazardous substances in the workplace ([http://rehs.rutgers.edu/rehs\\_njrtk\\_all.html](http://rehs.rutgers.edu/rehs_njrtk_all.html)).

The work of the Open and Affordable Textbook project will continue this academic year. Twenty faculty members will be awarded grants for creating or adopting a free or low-cost text for their class.

The OTIS Elevator Company has inspected the elevator on the Library of Science and Medicine. They claim there are no problems.

#### 5) Revision of the NBLF Bylaws- Stephanie Bartz

This was discussed at our meeting in June. According to the bylaws, the NBLF "chair shall represent the New Brunswick Libraries within the Rutgers University Libraries structure." But in 2017-2018 the NBLF chair will be serving on the RUL Planning Committee as its vice chair. We wanted to revise the bylaws so that the New Brunswick Libraries would be fully represented under such circumstances. We voted unanimously to add the following provision: "Should the chair be unable, for any reason, to represent the New Brunswick Libraries in the Rutgers University Libraries structure, the Deputy Chair/Chair Elect shall represent the New Brunswick Libraries."

#### 6) Instruction Issues- Leslin Charles and Jill Nathanson

Meeting the demand for instruction will be especially challenging in the coming academic year. We are expecting more requests from the Writing Program. In addition to Scientific and Technical Writing (302) and Writing for Business (303), there will be approximately one hundred 201 classes and approximately eighty Students in Transition Seminars (STS). Kevin, who does many of the 302 and 303 classes, will be both the NBL chair and the RUL vice chair and will not be able to devote as much of his time to instruction. Far fewer SCI students have applied to teach for us and, in the longer term, SCI's Master of Information (library science) degree is transitioning to an online-only program. Funding additional adjuncts may not be possible, given the NBL budget.

Jill, Mei Ling, Leslin and others are working on online tutorials that may reduce the demand for classroom instruction. Currently SCI students teach all of the STS classes. We intend to teach them online in the relatively near future. The Office of Academic Services, which administers the STS program, is very happy with the face-to-face instruction we provide, so transitioning to an interactive tutorial may be problematic. Leslin is discussing with colleagues in the Department of Continuing Studies (DOCS) the feasibility of collaborating on a replacement for RIOT, the tutorial for undergraduate instruction that we have used for several years. The technology behind RIOT is fast becoming obsolete. The RU Instructional Community of Practice (ICOP) has created a list of preferred features for the new tutorial, including, for example, proof of completion for instructors and metrics for the Libraries. Leslin hopes to have a replacement for one of the five RIOT modules, "Evaluating Sources," completed by the spring semester.

There was a wide-ranging discussion of our instruction program. A number of colleagues held that, given the number of public services librarians in New Brunswick, face-to-face instruction for undergraduate courses in the Writing Program is "unscalable." Others stressed the need to teach critical thinking skills, rather than simply how to find resources for a paper or project. Leslin pointed out that critical thinking is an important component of the new ACRL "Framework for Information Literacy" and that the new tutorials present an opportunity to incorporate the framework into our instruction program. Jeanne pointed out that it is becoming increasingly important to demonstrate to the University the impact of our instruction.

We are all encouraged to participate in instruction for the Writing Program. "TeachMeets" are scheduled for August 23 and for August 31. The TeachMeets are informal events that will introduce

creative instructional techniques and allow us to exchange ideas about library instruction for Research in the Disciplines and similar courses.

#### 7) Weeding Projects- Kevin Mulcahy

Kevin updated us on the progress of a weeding project on level 2B in Alexander Library. He has distributed a spreadsheet in which selectors are recording their decisions about whether to weed duplicate titles. We hope to finish this project by the end of the summer. It may be a model for future projects. The goal is to weed approximately 20,000 volumes from 2B, bringing that level down to 85% capacity.

Mei Ling reported on weeding at the Library of Science and Medicine. In this most recent project, 800 volumes have been weeded thus far. The goal is 5,000 volumes. LSM librarians are now buying mostly ebooks.

#### 8) Report from Collection Analysis Group (CAG)- Jim Niessen

One topic that CAG will be exploring in future is the possibility of allowing titles in the reference collections to circulate. The librarians in Alexander have agreed to this in principle. We would need to consider all the implications if we were to make this change across the Libraries. There would certainly be exceptions for certain titles. It was suggested that we could weed more books in the stacks if reference books circulated.

The next CAG meeting will be July 19.

#### 9) NBL Teams- Ryan Womack

We are close to constituting the leadership and membership of all the teams for 2017-18. Most of the team leaders will be the same. We still need to appoint a leader and finalize the membership for the Global Experience Team. Triveni will be the new head of the Learning & Engagement Department.

#### 10) Brainstorming for 2017-18 – All

We discussed the areas the NBL faculty might focus on the coming year. Kevin pointed out that, as in-person reference declines and more and more collection management decisions are made centrally, it is important for us to explore new directions that will lend distinction to the NBL faculty within RUL. It is also important that we communicate with our NBL director so that she can advocate on Cabinet for any additional resources that may be needed.

One colleague proposed a focus on research spaces of various types. Another proposed more support for our own scholarship, including research “salons.” We considered at some length what new positions we might recruit for in the near future. Suggestions included librarians for open access, copyright, and metrics. A number of colleagues emphasized that we should continue to create hybrid positions that combine traditional subject liaisonship with new, more innovative roles. Indeed, we ourselves may need to hybridize our own work and train for new responsibilities as new needs emerge. We were reminded that in the spring of 2015 Francesca chaired a Planning and Coordinating Committee group that reported on a “Competency Framework for Rutgers University Librarians.” The framework outlines new skills that the Libraries will require moving forward.

We also discussed areas we may need to devote less time and resources to, as we expand into newer areas. The service points team has been looking at possible changes at our reference desks, including “triaging” reference services in some locations. It was emphasized, however, that face-to-face, personalized communication with our users remains a vital part of our service mission. It was also pointed out that librarians’ subject expertise is an important resource for the Rutgers community.

#### 11) Announcements- All

The NBL faculty will not meet in August. Our next meeting will be September 1.

Laura Mullen has been elected the incoming chair for the Coalition of Open Access Policy Institutions (COAPI).

Stacy Brody, an information assistant at LSM, has completed an internship at Purdue and will give a brownbag talk on her experiences there. The time and date will be announced shortly.

### Appendix

## **RUTGERS UNIVERSITY LIBRARIES PRIORITIES, 2017–2019**

### Clarify Communication and Decision-Making

Overarching goals: To connect decisions and activities to associate university librarians, assistant vice presidents, and library directors and to improve the effectiveness and communication of Cabinet.

### Strengthen Information Control

Overarching goals: To provide our users with intuitive access to the most reliable source of content. This covers discovery, library services platform, and Libraries websites.

### Optimize Collection Development and Management

Overarching goals: to create systems by which we can identify and address needs in the university community and leverage our internal efficiencies and cost effectiveness to meet those needs in a collaborative and equitable way.

### Enhance Student Support

Overarching goals: With a focus on undergraduate success, the Libraries will provide robust and comprehensive reference services and assess and support in-person and online library instruction.

### Determine Strategies and Capacity for Advanced Services

Overarching goals: To determine capacity for advanced services, including scholarly communication, advanced research support, and special collections.

## Advanced research support and scholarly communication:

Overarching goals: To build an infrastructure that leverages the Libraries expertise, services, and resources to reflect and advance the mission of the university. We are one piece in a larger strategy and our activities should support localized university goals. We need to apply resources in ways that consider local partnerships, infrastructure capacity for new work and existing obligations, and available resources and technology.

6/30/2017