



Minutes from Staff Senate Monthly Meeting of January 11, 2018

Location: Newcomb Hall, South Meeting Room

Time: 11:00 AM–1:00 PM

Meeting Summary

Welcome and Announcements: Jess Wenger and Michael Phillips - Co-Chairs

Presentation: UVA Library – Jeff Hill and Todd Burks

Senate Business: Executive Update: Jess Wenger and Michael Phillips - Co-Chairs

Senate Business: Something Fun! : Jess Wenger and Michael Phillips - Co-Chairs

Senate Business: Representation Working Group Update: Amy Muldoon and Rachel Kiliany

Senate Business: Updates: Exec

Senate Business: Open Floor: Staff Senate

Welcome and Announcements

Jess Wenger and Michael Phillips, Co-Chairs

- Diane Ober was present with digital attendance system so those in attendance could sign in.
- Parking passes for Central Grounds Garage were made available.
- The link to sign up for usability testing was missing from the last meeting minutes, so if you'd like to sign up to test, go to in.virginia.edu/its-usability.

Participants will be entered into a raffle for a \$50 UVA Bookstore gift card for the semester (Spring or Fall) in which they participate in any usability test.

Presentation - UVA Library

Jeff Hill – Director of Communications and Todd Burks – Teaching and Learning Librarian

- “The Library”
 - People, places, services and collections
 - 225 employees; 10 facilities
 - Health Sciences Library, Darden’s Library, and School of Law’s Library are separate from main system
 - Millions of materials – both digital and physical
 - 8 million physical books
 - 2-3 million ebooks

- Books about everything
- Alderman Library
 - Main library
 - Built in 1938
 - Rotunda served as first library from 1826 – 1938.
 - Pavilion VII served as library 1825-1826.
 - Library renovation to take place in 2020
 - Alderman is expensive to maintain.
 - There are a number of plumbing, electrical, HVAC, access, and safety issues
 - Some rooms are original to 1938; some have been renovated.
 - Have contracted with architectural agency from Chicago
 - Worked with Yale, Harvard and Northwestern on their libraries
 - Will be back to talk with University community
 - By end of 2018, plans will be submitted
 - By 2020, we will break ground to renovate
- Clemons will be closed for entire summer of 2018
 - HVAC and first floor renovation
 - Highly used items from Alderman will be placed in Clemons during Alderman renovation
 - All books will be available– you can get to them somehow.
 - Visit website for updates: aldermanrenewal.library.virginia.edu
 - Questions? Ideas? Concerns? Contact: hill@virginia.edu
- Clemons Library
 - Undergraduate Library
 - Robertson Media Center
 - Extensive DVD collection
- Harrison Institute and Small Collections Library
 - Rotating Exhibits
 - Current: “100 Objects of UVA”
 - Two Permanent Exhibitions
- Charles L. Brown Science and Engineering Library
- Fisk Kimball Fine Arts Library
- Music Library in Old Cabell Hall
- Ivy Stacks
 - Currently being doubled in size

Q: On the website you referenced, is there a rendering of what the library renovations will look like?

A: No. Architects are still in talks to determine how much space we need, how current space can be moved around, etc. If you are familiar with the 1958 stacks, there is also stack space from 1938. The

idea is that the stacks have two floors for every floor. The books will be removed and the stacks demolished. Roughly there, on the footprint, is where the addition will be put on. The rest of the library will be updated.

Q: The groups that are currently housed in the library, like Rare Book School and SHANTI, will they stay?

A: As far as I know, yes. There was a meeting with John Unsworth and he does not intend to move these entities. Their spaces will be renovated, so not sure how their space will take form. Everyone will have to get out during renovation. I know the previous librarian wanted to keep Alderman open during renovation; I am not sure that is the best idea.

Q: Why are the Health Sciences Library and the library at the Law School not part of your umbrella?

A: Basically, because they report up through the Dean's office of those respective schools and not through the library, itself. From your perspective as a user, it's no different. You can get materials from any of them.

Q: Best case scenario, they break ground in 2020?

A: Yes, best case. We do have health and safety issues. We have to support taking care of that. To me, the worst case scenario is that we fix the safety issues and we don't have enough money to update the rest of the library. Whatever happens, though, after renovation, we will be safe and ADA compliant.

Q: Is it to be determined if you're taking all the books out, and whether they will all come back, based on space?

A: Yes, that is to be determined and we know this is of concern to heavy users. In an ideal world, we will put them all back. We get 35,000 new books a year. Some haven't been checked out in decades. So, that is something we will have to consider. The short answer is no.

- Resources for Staff
 - Todd Burks – Teaching and Learning Librarian – infoman@virginia.edu
 - All students, staff, and faculty have access to a major research library and many other services
 - Highlights: www.library.virginia.edu
 - Some online resources are only available for those at UVA – sign in with NetBadge
 - Anyone can look on our catalogue, but don't have access to all resources
 - Library hours for each location
 - Check out and reserve materials using catalogue
 - Search – you might find what you want, but that's not all of it
 - You can see things in more details – lots of options
 - Break your search up into groups (only at Alderman, only about this topic, etc.)

- If a book is checked out, you can recall it. A person who has the book gets a message that they have 7 days to bring it back.
 - Virtual Shelf
 - Let you see all books as if they were in the same building
 - You don't have to go back to the list
 - See call number structure
 - Live action – you can email or text yourself the call # of a book
- Reserve study space
- News about the Library
- Staff Directory
- Ask a Librarian
 - It's an overwhelming, big, and confusing place
 - Want to make it easy for users to understand and ask questions
 - Live chat box, open whenever Alderman is open
 - Can also come in, call, email, or text
- Research Tab
 - Gateway to everything
 - Search databases – nearing 500 categories
 - Guides created for specific uses
- Professional Literature
 - Browse academic journal
- Lynda.com
 - Professional development tutorials
 - For work or fun
 - Tracks what you watch; pick up where you left off
 - Part of LinkedIn; you can get a certificate when you finish some paths
- Movies
 - Online streaming and 26,000 DVDs at Clemons – check them out
- Music
 - Online streaming and huge collection for check-out at Music Library
- Genealogy
- Additional resources for staff: <https://guides.lib.virginia.edu/sarcstaff>

Q: Is there a book delivery system?

A: If you are anywhere on Grounds, or further away, really, you can ask for books to be delivered to your office. You click through Netbadge and set up an ILL – Inter-Library Loans. You can also borrow books all around the world. We can get it for you. You don't even have to know where it is; we will find it for you.

Q: Does the delivery system work when I want to return the book?

A: No, you do have to bring the book back. Unless the driver happens to be there when you get another one and you can return it to the driver. The delivery limit is 500 books.

Q: What is the difference between a research library and an information library?

A: There are people in different schools that aren't just teaching. As a research library, we would focus on getting them material they need. We have a Research Data Services team that helps researchers work through the whole life cycle of a project.

Comment: We are a government repository. We get a physical and digital copy of everything the Government puts out. We also get state documents. Some of items from the Library of Congress were kept in Charlottesville during World War II.

Q: Do you have a sense in terms of what we have in "original documents?"

A: The Special Collections Library – Harrison Institute. There are 13 miles of shelving. There is also a vault that has Babylonian clay tablets, Jefferson's original architectural plans for UVA, and Walt Whitman's original papers for "Leaves of Grass," original manuscripts from Faulkner, and many Virginia family archives. Just go into the reference room, and make a request to see any item. You will get taken to the reading room and the item will be brought to you.

Q: Can anyone use the Special Collections Library?

A: Yes. People come from all over the world to use it. Anyone from the state of Virginia can check out up to 25 books at a time from the Library.

Q: Are there tours of the Vault?

A: We often give tours of Alderman, Clemons and Special Collections. Contact me and I'll give you a tour!

Comment: If there is something that UVA does not own, you may request that the Library purchase that item. There is also a large catalogue of books that UVA does not have, but can order from elsewhere. Click on the "Available to Order" link, fill out the form, and we will get it.

Q: What are the parameters of that?

A: When someone orders a book and it's not in our catalogue, the request goes to the Librarian in that area. They balance the request with whether or not someone in the future will likely also use the book, then use that as a basis for whether or not to order. It also depends on budget.

Senate Business - Executive Update

Jess Wenger and Michael Phillips – Co-Chairs

- No update, due to the holiday (see slide 10)

Senate Business – Something Fun!

Jess Wenger and Michael Phillips – Co-Chairs

- 19 tickets to President's Box at February 1 game were made available
 - Sign up sheet sent around
 - 1 ticket per person
 - See **(Slide 12-13)** for details
 - Tickets were handed out at the end of the meeting

Senate Business - Representation Working Group Update

Amy Muldoon and Rachel Kiliany

- Review the role of the Staff Senate alternate to determine if alternate role is still essential.
- This is about the role itself, not about the people in it
- The working group **(see slide 16)**
 - Variety of representation
 - Met 4 times, consulted others
- Recommendation of the working group **(see slide 17)**
 - It is the recommendation that Senate phase out the alternate role
 - It was put in place for voting; but now we vote electronically
 - We reduced the time commitment for Senate
 - The alternate role has some shortcomings
 - Having two separate roles creates an unnecessary hierarchy
- Proposed Model **(see slide 18)**
 - We still have 24 units
 - Current model is 82 (41 alternates and 41 senators)
 - New model is 62 senators
 - Reps per unit
 - How to determine reps per unit
 - Talked to SOM and FM - two largest units, to determine 6 senators each.
- Implementation **(see slide 19-20)**
 - By end of 2018 elections
 - We want to honor current alternates
 - Complete your term, if that's what you choose
 - In units except SOM and FM, all alternates will be able to become senators
 - In the case of more than one, it will go to the one with most Staff Senate seniority
 - If they have the same Staff Senate seniority, first pick goes to one with most UVA seniority
 - If alternates fill vacating seats, there won't be an election for 3 years
 - Timeline **(see slide 21)**
 - Will have 2 weeks to review and think about it

- Vote on Jan 29
- If it passes, it will be in place in time for 2018 elections
- Qualtrics survey will be sent to alternates – not to vote, but to get feedback

Senate Business - Updates

Exec

- Andrea Johnson - Membership Committee
 - Information on attendance in database
 - Bruce and Diane have started running small reports
 - If you are interested in helping, let Andrea know
 - First report – attendance Sept – December, 44.52% attendance
 - We have 82 senators and alternates
 - That means we have an average of 36 people in room during meeting
 - If we go to new model, means we'd have 30 people in room
 - Need to revisit bylaws and need more to attend meeting
 - Review attendance best practices
 - New model will allow us to more easily track attendance and non-attendance
- Discussion:
 - Some Senators and Alternates have expressed concern over difficulty being released from their work duties to attend Staff Senate
 - It was reported that in the last year, one Staff Senate member from Finance and one from SOM was asked to step down from Staff Senate by their supervisor.
 - Some areas may be harder; some areas might not be a problem.
 - No one has ever come to Exec with that. Doesn't mean it isn't happening. Part of running for Staff Senate is that managers are supposed to be aware and allow them to attend.
 - Exec has had meetings with Bryan Garey, of Human Resources. HR wants to support us in this.
 - If we need to have a conversation with different departments, we will
 - Don't want to unnecessarily involve Bryan Garey or Kelley Stuck, but if you do have a legitimate concern, bring it to Exec and we will work on it.
 - Have heard/seen that some people don't bother to run because they don't have the support of their supervisor.
 - Those of us that do come have the luxury of being supported in being able to come.
 - Should we have another working group?
- Liaison ships (**see slide 24**)
 - Contact Melissa with questions
- Sustainability (**see slides 25-26**)

- Event Friday, January 19
 - 6:00 p.m. – 8:00 p.m.
 - Jefferson School
 - Candy Chang, creator of Before I Die wall at Ix Park
 - Do need tickets, but event is free.
- **Sustainability (see slide 27)**
 - Potential of the Commonwealth joining the Regional Greenhouse Gas Initiative (RGGI)
 - Reduce emissions through a coalition of nine other Eastern states
 - If VA joins, question is where to focus UVA's own efforts?

Senate Business - Open Floor

Staff Senate

- No business

Next Meeting:

- **Tuesday, February 13, 2018**
Newcomb South Meeting Room
11:00 AM – 1:00 PM
Marge Sidebottom – Office of Safety and Emergency Preparedness