

University of Wisconsin-Milwaukee  
University Libraries Committee  
September 4, 2020  
Teams Virtual Meeting

**Attendance:** Martha Carlin, Michael Doylen – UL Director, Anne Dressel- ULC Chair, Tom Holbrook, Suyu Lin, Lindsay McHenry, Shama Mirza, Kathryn Olson, Hanyong Park, Paul Price, and Jason Puskar

**Excused:** Cary Costello

1. Martha Carlin called the meeting to order at 9:30 a.m.
2. Introductions were held
3. Election of Chair for 2020-2021:  
ULC elected Anne Dressel as the chair for 2020-2021
4. It was moved and seconded to approve the minutes of the May 5, 2020 meeting as submitted. The motion passed unanimously with all members voting.
5. ULC reviewed the annual report from 2019-2020 that the Libraries submitted to the Secretary of the University in August.
6. Director's report:

Doylen provided an overview of the Libraries' roadmap for reopening. The roadmap takes a gradual, phased approach to reopening. It is designed to fit the unique circumstances of each UWM campus, and provide flexibility for adjusting progress as the public health situation demands. Public health and safety is the top priority.

Over the summer, the Libraries provided uninterrupted access to online services and resources. It offered a contactless pick up service from June 1-August 20. Library staff spent many hours developing plans for reopening in the fall and responding to budget crises.

The Libraries reopened on August 24 on all campuses after being closed for 157 days. Currently, the focus is providing access to quiet study, computers and WiFi, and book checkout. Libraries are open only to the UWM community. At the Golda Meir Library, most public areas in the Learning Commons are open; the rest of the building is closed. The branch libraries are open in their entirety. At the Golda Meir Library, visitors are required to swipe their PantherIDs to enter the Learning Commons. The Libraries have reduced seating by ~65% at each location to accommodate social distancing.

Doysten provided an update on services such as ILL, resource sharing, course reserves, and equipment loans. The Libraries are quarantining all returned materials for four days before making them available for lending.

The Libraries have developed plans for reopening the reading rooms in the American Geographical Society Library, Archives, and Special Collections, as well as the general collection and adjacent areas (e.g., carrels, meeting rooms, Digital Humanities Lab, etc.). Plans need to be approved by the Building Preparedness and Operations Committee. Timeline for implementing plans has not been determined.

Doysten provided the committee with information about the FY21 budget. With other schools/colleges/divisions, the Libraries received a temporary 7.5% expense reduction (-\$690,179) on top of the already reduced budget that it received in January. The final adjusted budget is \$8,263,740. The Libraries are managing the reduction primarily by decreasing the student employee budget, realizing savings from furloughs, and holding vacant positions.

For FY22, the Libraries are preparing preliminary plans for an expense reduction totaling 9% of our “pre-COVID” FY21 budget (-\$823,380). Actual reductions will be determined after formal revenue projections are completed and leadership, governance, and division meetings are held in the fall. The budget is due Sept. 23, and the budget narrative is due Oct. 9. Doysten will provide a report at the next ULC meeting.

Finally, Doysten updated the committee on personnel changes since the last meeting. Retirements included Joyce Bell, library services assistant at Waukesha (30 years); Carolyn Bobke, library services assistant at GML (45 years); Holly Klemmer, library services assistant at GML (47 years); and Jovanka Ristic, senior academic librarian at GML (39 years). New hires included Georgia Brown, associate academic librarian at GML, and Viri Rocha, library services assistant at GML.

Adjournment: There being no further business to come before the committee, it was moved and seconded to adjourn at 10:30 a.m. The motion passed unanimously with all members voting.

Respectfully Submitted,  
Katrina Kozar