

University Library Committee

Minutes

October 10, 2020

9:00-10:00 AM

Virtual Meeting: Blackboard Collaborate Ultra

Minutes Prepared by Jessica Newman

(* denotes members in attendance)

Voting Members

Faculty

- Leonelo Bautista, Population Health Sciences*
- Matthew Berland, Curriculum and Instruction*
- Lisa Bratzke, School of Nursing
- Duncan Carlsmith, Physics*
- Sean Fain, Medical Physics*
- Rania Huntington, Asian Languages and Culture*
- Alessandro Senes, Biochemistry
- Anne Vila, French & Italian*

Academic Staff

- Cid Freitag, DoIT*
- Carol Pech, School of Medicine and Public Health*

University Staff

- Jordan Hanson, University Relations
- Laural Belman, DoIT*

Students

- Andrew Pietroske*
- Kevin Jacobson
- Vacant

Ex Officio Members (non-voting)

- Lisa Carter, Vice Provost for Libraries and University Librarian*
- Cameron Cook, Digital Curation Coordinator*
- Ashley Folcik, Budget, Planning, & Analysis*
- Dennis Lloyd, Director, University of Wisconsin Press*
- Katie Nash, University Archivist
- Jessica Newman, Science & Engineering Librarian*
- Bonnie Shucha (LCC Liaison), Law Library*
- Vacant

Also Present

Jessica Sayer, Lee Konrad, Chris Hooper-Lane, Deb Helman, Barb Sisolak, Frances Steiner, Carrie Nelson, Karla Strand, Lesley Moyo, Florence Hsia

Agenda

Time	Topic	Process
5 min	Approval of minutes & the revised annual report	Review and approve Sept. 2020 minutes and 2019-2020 Annual Report (Sean Fain)
15 min	Digitization and ILL report	Follow up report from September 2020 meeting on digitization and ILL services during COVID (Lee Konrad)
20 min	Libraries' Strategic Directions update	Update on progress (Lisa Carter)
15 min	Communications sub-committee update	<ul style="list-style-type: none">• Call for more members (Sean Fain)<ul style="list-style-type: none">○ Second charge added: new yearly report template recommendations• Communications discussion with MS Teams (Sean Fain)
5 min	Wrap Up	Questions/ Announcement: 'Add 30' OA Discussions (Sean Fain)

Key Takeaways and Talking Points

Minutes

Approved

Annual Report

Approved (vote by chat function, 8 votes of approval)

Report updated with more detail, presentation links, and minor wording changes to more clearly describe ULC outcomes from past year.

Digitization and ILL Report (Lee Konrad, Associate University Librarian for Digital Strategy)

Link to Digital Strategy ULC Update on Digitization and ILL (PDF):

<https://uwmadison.box.com/s/p7u6vag5mjlgycas3wpvpcs3js15vmnr>

Following questions about digitization and scale at the September 2020 ULC Meeting, Lee Konrad met with several staff involved in digitization and ILL services to evaluate current and anticipated services.

Digitization and ILL (covered in-depth in handout linked in this section):

- Things are going well overall.
- Digitization of print material: adequate staffing and hardware to meet demand (demand typically met within 1-3 days)
- Access to digital Audio/Visual materials is more time intensive, but General Library System has been able to keep up by purchase/lease through vendors, and some local capacity to digitize and stream.
- Ad Hoc team is investigating types of digitization use cases, seeking to document those for which we already have delivery solutions and where we do not. The documentation is intended to help staff in various library units have a shared understanding of what GLS can support today, which units need to be engaged (eg. selection, licensing, digitization, discovery, etc.) in making materials available digitally, etc. The goal is to then examine those conditions we are unable to address, articulating why that is (copyright, licensing terms and conditions, delivery options, etc.) and then what, if anything, GLS might be able to do to close any service gaps.
- Interlibrary loan (ILL) is somewhat limited, due to shipping conditions and constraints of partners. General Library System is using a combination of permanent and student staff for ILL. So far this has been adequate for staffing, and Lee does not see this as an area of concern.

Digital Libraries

- Digital Libraries important for mitigating future disasters (pandemics), and enhanced shared scholarship
- Many legal and technical considerations
- UW-Madison digitization
 - among earliest large-scale digitization efforts.
 - Close to 3 million books and finding aids digitized from UW-Madison collections.
 - Multimedia is more challenging
 - UW has robust discovery platform
 - Think globally, act locally
 - Many partners - campus, state, national (i.e. HathiTrust). We are working with libraries, archives and museums to see where we can have greatest impact. Assessment work locally can help us with that.
 - Collaboration corpuses to aid in computational research, AI, text mining, access and sharing for scholars of the future.
 - Near term = teaching and learning
 - Long term = research support
- [HathiTrust](#)

- Grew out of Google Books project ([one of our early collaborations](#))
- 17 million digital items from 200 large research libraries
- Most items not currently in public domain, limited availability
- Over time, all 17 million will be come available
- During early COVID response, HathiTrust provided us with access to 42% of our collections

Questions and Answers about Digitization and ILL:

Question/comment: it would be useful to put a more quantitative assessment of this topic in ULC record. There is a lot of interest in this topic in faculty senate. Subcommittee could assess where we are now, design approaches for working with Lee. We should look at whole space of digital research in the humanities and more broadly -- what will that look like 10 years out? We need to schedule some meeting with Lee, Lisa, others who are interested to pull together a direction.

Question (Sean Fain): This could be done through the subcommittee that we proposed. How else can ULC support this effort to digitize resources?

- Answer (Lee Konrad): Subcommittee would be terrific I would be happy to be on it. Regarding understanding what others have done - 42% collections of our collections have been digitized collectively not just from UW-Madison. We need to see what others are digitizing so we can be strategic and avoid duplication. There are communities of academic libraries working collaboratively on this. We can do some deeper dives into things we have that are unique. Speaks to strategic plan Lisa will be talking about.

Question/Comment: Regarding standardizing the way print books are digitized. My experience is that quality of digitized version can vary widely. For example, if notes are in a different file and you may have to download multiple items.

Comment: I also want to correct report [[ULC Update on Digitization and ILL](#)] – says that only Memorial Library and Mills Music Library are lending physical materials, but Libraries website has longer list of libraries that are lending print materials.

- Answer (Lee Konrad): Libraries website contains most current information. In terms of standardization, digitization has been done in a variety of ways, by a variety of entities. There are international standards in place for digitization, to ensure both human and machine readability. We are very committed to that. To extract info for scholars is where we want to put our efforts.
- Answer via chat (Lisa Carter): when Lee refers to the interdependence of the BIG Collection he's also referring to this project which we talked about last year: btaa.org/library/the-big-collection. More information about the HathiTrust here: hathitrust.org

Comment via Chat: Often Chinese books are digitized by people who can't read Chinese and will be digitized backwards and, once in a while, upside down; or with skipped or repeated pages.

- Answer (Lee Konrad): agree this is a problem
- Answer (Lisa Carter): Google book community is aware of digitizing quality challenges

- Comment (Dennis Loyd): The 1990's was a big time for scanning, and scanning technology was of low quality. There are high standards now, and quality has improved. The backlist (of items digitized in past) we will have that issue for a long time

UW-Madison Libraries Strategic Directions Update (Lisa Carter)

LINK to 10-13-20 ULC Presentation (slides 5-7)

<https://uwmadison.box.com/s/1gy3busaiavshsqf1ar2vmhsex95vd5s>

LINK to Strategic Directions handout

<https://uwmadison.box.com/s/wzk91kaae7aecooi3gpp7w36wigot7vf>

Goals for Strategic Directions: Refresh mission, vision, values, and identify new strategic values for the Libraries. Libraries' Operational Leadership Team (OLT) and Executive Team made some drafts for strategic directions (following engagement sessions from library staff and input from stakeholders)

Gathered feedback on draft Strategic Directions from

- Friends of the Libraries
- ULC

OLT and Executive Team discussed feedback over the summer and finalized the Libraries' Strategic Directions. Now moving to implementation phase.

Implementation Plan:

- Launch engagement team for each Strategic Direction.
- Launch a Values Engagement Team to further commitment to our values / how we work.
- Launch a team to develop and implement a communications framework for sharing the work we do on the strategic plan.

We will work in one-year timeline. We will be more careful about how we are documenting our achievements and sharing information about progress. We will give stakeholders lots of chances for input.

Forming Teams:

- One OLT co-lead for each team and an Executive Team Liaison have been identified for each team.
- Next step: Identify additional co-leads and team members from among library staff
- Once teams are finalized, they will lead the organization in regular discussion

Already underway:

- Research: Enhance productivity through Library by Appointment, virtual consultations, and digital resources
- Educational Innovation: Strengthen online student experience by supporting faculty in creating online courses

- Broaden and deepen access: Offer next-generation resource discovery, access, and sharing to enable remote scholarship
- Revitalize Spaces: Advance long-term space plan through Active Learning Classroom design study and advanced planning for Verona addition

Questions and Answers about Libraries' Strategic Directions:

Question: Would like to know details about the Verona addition.

- Answer (Lisa Carter): The Verona storage facility is intended to be state-of-the-art for preservation, providing preservation quality storage. We are working with architects to do an advanced planning study so that we know how much such a project would cost. In the study, we are looking at things like traffic flow into building, need for bathrooms, conference research rooms for researchers -- all the nuts and bolts on building a big storage facility. We are adding some art storage for archives portraits, and AV storage. Additional print storage requires better humidity and temperature control than we able to provide in our campus libraries. We are not discussing which collections would be stored there at this time – we are waiting until project is approved for funding and we have timeline. We are hopeful for 2023-25 funding, but budget for state/campus is still up in the air.

Comment: ULC previously saw slides for revitalizing Memorial Library. I suggest we think about learning spaces in a new world, building for pandemic spaces. I wouldn't want this to be put on hold. Might be good to keep in forefront of peoples' minds.

- Answer (Lisa Carter) Yes. I would like to have Carrie Kruse present for this discussion. We are learning a lot about how flexible our spaces are (and aren't) for physical distancing, and furniture storage. We completed active learning classroom plan for Steenbock Library right when the pandemic hit. I look back at those plans now and think it is nice that all furniture for space would be on wheels. But the concept of packing many people in to a large space is currently concerning. We are seeing the constraints when our buildings aren't very flexible and taking it as a very important lesson from this time.

Communications sub-committee update (Sean Fain)

LINK to 10-13-20 ULC Presentation (slides 8-39)

<https://uwmadison.box.com/s/1gy3busaiavshsqf1ar2vmhsex95vd5s>

LINK to ULC Microsoft Teams PDF:

<https://uwmadison.box.com/s/xghwa0zchejwdgppopm7u12rwk4exjlv>

Subcommittee will meet next at 10/20 at 9am. Need to add 2-3 more members to committee. Developing new template for annual report.

Why use MS Teams? Organize ULC and improve our campus communications. [See [ULC MS Teams PDF](#) for detailed information]

ULC Committee management

- most relevant info in one place not across several email threads, notifications on computer or phone, more direct than email.
- Opportunity for feedback on ongoing discussions
- New members joining ULC would have access to discussion threads
- Allows for project management
- Separate channel for ULC

Broader focus – campus communication:

- Stakeholders can opt-in to join group. Then we aren't spamming folks with email and can broadcast to focused audience.
- Stakeholders could have more active participation
- Meaningful dissemination, rapid feedback. Folks are fairly quick to respond to Teams notifications.
- Widespread campus access, all employees and students.
- Desktop, browser, app

Invite you to continue to review this tool as a way for us to organize ULC committee.

- Should we switch to Teams for ULC?

Question and Answers on MS Teams

Comment in chat: I fully support the switch to teams. This is a great idea and will help the committee be more effective.

Comment in chat: Teams looks good. BBC Ultra is very limited

Comment: I have used Teams, Zoom, BBC. Teams is better for unidirectional communication. Zoom better for discussions.

Comment: Teams is a great chat feature, and all in one repository. Integrated with Planner if anyone uses planners keep track of who is in charge of what. I think this is a great idea. MS Teams is not a perfect tool but might be best tool for now.

POLL: Held vote by poll for all attendees:

Poll for MS Teams –
 18 for
 1 against
 3 no response

➔ **Move to MS Teams for ULC**

Wrap Up (Sean Fain)

Announcement: We will restart [Add-30](#), 30 minute discussions with Carrie Nelson around Open Access and sustainable scholarly publishing. Important for ULC to weigh in on. We will prepare to do this for November ULC meeting

Carrie Nelson: Sean shared three different possible ways we can talk about this. Can follow up by email to gauge interest.