Library Council Meeting Minutes
December 13, 2023
Held Virtually on Zoom
Start Time: 12 noon

Agenda:

1. Welcome (Kyle Bradbury)
2. Research Needs initiative (Tracy Futhey & Tim McGeary)
    a. Overview of process and university-level goals
    b. Supporting research across disciplines
    c. Impact on library services
2. University Librarian updates (Joe Salem)

Present: Jonathan Mattingly, Kyle Bradbury, Misha Angrist, Dracine Hodges, Steven Asher, Maria Tackett, Jameca Dupree, Heather Raslan, Tracy Futhey, Rachel Ingold, Megan von Isenburg, Julian Liber, Joe Salem, Bruce Jentleson, Tracie Canada, Emily Daly, Tim McGeary, Naomi Nelson, Michael Reiter, Rachel Porter

Absent: Amy Laura Hall, Kimberly Lamm, Cecilia Marquez, Charles Muiruri, Harris Solomon, Gennifer Weisenfeld, Blue Dean, Dean Smith, Marc Brettler, Ann Saterbak

1. Welcome (Kyle Bradbury)

- Kyle opened the last meeting of the semester and welcomed everyone to the meeting.
- Began by sharing the Library Council Roadmap for 2023- 2024
    - October 2023 - Library Strategic Planning
    - December 2023 – Research infrastructure needs across disciplines and the Library's role in initiatives to address those needs
    - Meeting 1 2024 – The state of journals subscription models (e.g. open access), the Library's initiatives in this space, and the opportunities for faculty collaboration
    - Meeting 2 2024 – Library Budget overview and the Library Service Center expansion
    - Meeting 3 2024 – Library space utilization on West Campus
- Overview of the meeting's agenda and thanks to Tracy Futhey and Tim for joining us and their time.

2. Research Needs initiative (Tracy Futhey & Tim McGeary)

- Tracy began the presentation without formal slides but wanted to give a flyover of the process with a focus on conversation rather than just presenting to.
- The process has spanned about a year and half even the time needed to get the feedback needed and then processing that feedback and what it means and securing funding. Processes started in Spring 2022. Faculty was convened across disciplines in 7 working groups.
- The first phase – OIT asking the question the faculty - "What do you need?"

- Came out with 10 findings in the first process. By then, Joe Salem was on board as UL and came on as a sponsor as well as Jenny Lodge.
- It was clear from these findings that while technology was a piece of it, it was not the only piece
- The second phase – 6 different groups took the feedback from the faculty and came up with (12) recommendations for proposed services that would help solved the issues/needs discovered in phase 1
- Came up with 3 service clusters – the first was to give access to the technologies needed, the second focused on IT systems and services (computation and storage) and the third was around security and compliance.
- Then a group of financial folks to help determine funding for these recommended services. (still actively working)
- We are now in a "soft launch" phase. Implementation team with working on marketing.
- Out of all the recommendations that came out of this work there were three ideas that were fairly specific to the library – one was around the requirements that relate to data storage (federal), the second was around data support and visualization, and lastly, the subject librarian's role could be recast to encompass directing faculty and researchers to these new resources.
- Questions/Discussion –
    - Question: *Since some faculty do not spend their entire careers at Duke, this can make some hesitation into Duke specific infrastructure buy in.* – Through grants we are working on shared infrastructures. While it doesn't completely solve the issue, but it shows it is possible to create the ability to share access.
    - Question: *The question of long-term storage – What is the timeline being exploded when considering how technology changes over time?* Forever was said hyperbolically. From the library perspective, we are keeping what has been published (date cited). We have a financial model for 25 years of storage. The type of date changes the difficulty in storage. Lastly, it is baked into the policy that at some point somethings may need to be tomb stoned at some point.
    - If there are additional thoughts/questions/comments – feel free to reach out to Tracy or the program manager Logan Roger
- Tim then presented on the specifics on this project from the Library. From the library's perspective one of the key clusters is personnel needed to support the services needed. There are about 15 – 20 FTEs across the Office of Research, OIT, and the Libraries that we hope to be adding in the next 5 years. Data visualization and data research management need immediate attention so 4 positions will be filled soon. We will be adding a Data Visualization Consultant and a Senior Data Management Consultant
- The NIH instituted their new data management and sharing plan in Jan 2023, and as a result we saw a 12-fold request to our Data Management team.
- At the start of the next fiscal year, we will look to fill a position to support the digital humanities research.
- We are also looking to fill a developer position for the repository to assist with cloud stragedy

- One important part of this process has been to add more detail to the governance of the collaboration between the Office of Research, OIT, and the Libraries.
- Questions and comments:
    - Question: *Bigger role for subject librarians to act as guides?* This is one of our goals in our new strategic plan – to do a more holistic approach to our marketing of our services and that can start with our librarians. Also, the Office of Research will be ramping their staff to be "reperch navigators" to help guide members of our campus community. As librarians already serve as "connectors" this work is already happening to some extent. We just want to expand to a full awareness of all the services.
- Part of this fourth phase is that we are looking for faculty ambassadors to help tell the story of not only what you needed to be successful but to also tell the story of how the services provided helped you be successful. This is help us sustain and expand this work.
    - Question: *Do you have a good list of those who use these services so we can encourage those in our departments?* We do. Tracy has a list about 70 faculty who have been regularly engaging the process and we are happy to share.

2. University Librarian updates (Joe Salem)

- Thank you to all and Appreciation to Tracy for bringing the Library into this initiative.
- First update: New exhibit going into the Chappell Gallery – The Centennial Exhibit has been student driven and represents the story they want to tell. There is a preview now and an official opening in January.
- Second update: Lilly Library – We are still on track for the Lilly Library renovation, with the closing beginning in Spring and the official ground breaking in the Fall, followed by a two renovation and expansion process. To avoid confusion with the recent announcement about the award from the Duke Endowment which mentioned the Lilly Library but this does not mean that the Lilly project is fully funded. That being said, we have a path to complete our fund raising. We are awaiting word on a grant from NEH and we are waiting to hear from a foundation in January.
- Third update: Space Utilization, we have been working with FMD to hire a firm to assist with a space utilization study. We will come to this group as a part of this project to get your feedback (as noted in Kyle's roadmap for the Spring)
- Final Update: Strategic Planning – A draft is now completed, which we can share this in January. We have also developed an operational plan. We can also share in the Spring and the first things in this operational plan that we will be working on. We thank you for all your help in this process during the past year.
- Questions/Comments:
    - Question: *Will you be able to share the strategic planning documents in advance of the meetings in the Spring?* Yes, we should have a version to share that has the one single voice we are working on now.

Adjourn.