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**University Library Committee (ULC)**

**Minutes**

**April 5, 2021**

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**Attendees:** David Condon, Bettina Cornwell, Alexandre Dossin (ULC Chair, 2020/2021), Beth Harn, Shelley Harshe, Shane McGovern, Raghuvier Parthasarathy, Mike Peixoto, George Sheridan, Erin Stoddart, Mark Watson

**Absent:** Anne Laskaya

**Guest:** David de Lorenzo

**Welcome** (Alex Dossin)

**Approval of Minutes** (Alex)

- ULC members approved minutes from the February 19, 2021 meeting.

**Report from the Senate Sub-Committee on Open Access (SSOA)** (David Condon)

- A draft resolution has been reviewed by the Provost Office and shared with UO Senators for review and comment.
- SSOA will then address the Senate's feedback.
- The Senate will consider the draft and possibly put it to a vote at the May 19 meeting.
- The SSOA working group is currently preparing for the implementation phase; Cathy Flynn-Purvis, Institutional Repository Manager, has been added to the working group meetings.

**Special Collections and University Archives (SCUA) in Pandemic Mode** (David de Lorenzo, Director of SCUA)

- SCUA's collections include 125,000 rare books; 124 medieval and renaissance manuscripts; 100 incunabula; 50,000 books on Oregon; 3,500 manuscript collections (23,000 cartons); 500 photograph collections (one million images), and 550 university archives collections (12,000 cartons).
- SCUA oversees its physical spaces (security and preservation, Reading Room, and onsite and offsite stacks); uses specific software (ArchivesSpace, Archive-It, ePADD, and MARC); oversees its acquisition program (800 cartons annually); catalogs its archival collections; and supports an active outreach program (social media, exhibits, presentations, etc.).
- Collection usage and management:
  - Annual average: 70% archival collection, 30% books—1,552 manuscript collections, 189 UA collections, 24 photograph collections, and 1220 books
  - 2,665 items retrieved
  - 1,000 items sent to Conservation Lab annually



- 1,200 cartons archival collections processed annually
- 2,000 books cataloged annually
- 800 cartons acquired annually
- Research, Reference, and Outreach
  - Public Services: 2019 Annual Statistics
    - 5000 visitors to Reading Room: 25% UO students, 14% UO faculty, 62% non-UO researchers
    - 1,200 students for classes.
    - 4,000 emails
    - 5,000 digital scans in DIL
    - 12,000 self-service scans in reading room
    - 3-4 exhibits
    - 10-12 events hosted
- Pandemic: March to May 2000
  - Immediate issues: 2 FTE vacant positions frozen; hiring freeze on all positions except students; new grant-funded positions required new campus paperwork; all patrons denied access to building; all staff asked to telecommute; all collections retrieved must be quarantined 3 days each time; and of 9 undergrads, only 3 returned.
  - Immediate solutions: allow staff access to building in staggered schedule; allow staff to bring collections home; create Zoom-based reference service; reassign staff to web-based data clean-up projects; plan exhibits and events online; and pause all new archival collection acquisitions.
- Pandemic: June to December 2000
  - Public Services operations: 40,000 scans in SCUA for non-UO patrons; increase research support (40 hours/month); build out zoom, chat, and email reference; build out online exhibits and LibGuides; and Zoom events.
  - Collection projects: accept new archival acquisitions via loading dock; continue card catalog conversion project; pursue Records Center reconciliation project at Baker; continue processing archival collections online; and complete Baker Center move.
- Selected Stats: June to December 2000
  - Scanning for non-UO people from across the nation and around the world: 34,380
  - User emails: 4,025
  - Research hours: 280
  - Processing: 170 cartons acquired, 23 collections (190 cartons)

### Next Meeting

- May 11, 2021, 11:00am-12:00pm