

Public Services Council Meeting of September 26, 2023

Announcements

- Invitation: All Library staff and Library users are invited to celebrate the reopening at the Business Library Open House on Thursday, September 28, at 10 am. (Location: Business Library service desk area, S350 (third floor) of the Student Services Building, Haas complex.) Coffee and treats provided.
- Highlight: The campus' [inclusive restrooms](#) site has a map showing the location of inclusive restrooms by building (with details about the specific location on the left side bar.) This is a helpful resource to share with users if your building does not offer these types of restrooms; there may be some nearby.

Current binding practices and preservation highlights

Head of Preservation Hannah Tashjian and AUL Jo Anne Newyear-Ramirez shared information about current binding practices and criteria. The Collection Development Leadership Group reviewed the 2019 binding report that included many recommendations to what we prioritize to bind across our libraries. Now the recommended practice is for units to send a bindable unit as soon as issues are available, not wait until end of the semester as we had in the past. This is to address the bindery's need to have a regular steady flow of items sent to them through the year. Binding is now first-come, first-served so this also encourages Library units to send as soon as they have serials ready to send.

Most subject specialty libraries have already adopted this practice, now we will for Doe Library's Current Periodicals also. This will mean that some of the plastic holders for serial titles in Current Periodicals (shelved in the Heyns Reading Room) may be empty if all of a year's volumes are off at the bindery and no new issues from the next year have been received. Users needing articles from materials out at a bindery can request those through interlibrary loan. Library liaisons should direct patrons who are looking for volumes that are out to the Bindery to make an interlibrary loan request instead. Resource Sharing Division staff can facilitate these requests for items that are unavailable for this reason.

Three other highlights from Preservation:

- If a patron returns an item damaged that needs repair, please continue to send it to Preservation for repair.
- The Library uses an in-house CoLibri binding approach for protecting newly acquired paperbacks to get this extra layer of protection, without needing to be sent to the bindery.
- The Library does pamphlet binding for items that are $\frac{3}{8}$ " or narrower (a slight reduction from $\frac{1}{2}$ " previously).

Inclusive Library spaces

The Public Services Council identified four priority topics for this year, including enhancing diversity, equity, inclusion, and belonging in Library spaces. We agreed the first step was to learn more about the Library Equity and Inclusion Committee (LEIC)'s current work and future plans, and then determine how the Public Services Council could help implement, extend, or amplify their work.

Susan McElrath and Vaughn Egge, representatives from the LEIC's inclusive spaces subgroup, shared the current work of their group. The [LEIC committee](#) shares their [minutes](#) with all Library staff. The inclusive spaces group was formed early in 2023 and has ten members (roster at the bottom of [the page](#)) from campus libraries and from Library user groups.

The inclusive spaces subgroup has: reviewed and provided feedback on processes (e.g., development of [Artistic and cultural works in the Library: Process for adding and removing items](#)), proposals (e.g., Moffitt prayer space proposal), and requests (such as removal of the Bishop Berkeley portrait and creation of informational signs to explain the decision), and discussion about future spaces (e.g., Moffitt renovation plans, and physical library space accessibility training with Disability Access & Compliance office).

Currently the inclusive spaces subgroup is: developing a core principles and values statement related to inclusive spaces, creating a checklist for spaces for how well spaces meet equity and inclusion goals (building on other space assessment tools such as one created by the Engineering & Physical Sciences Division), compiling lists of location names and displayed art, and considering how the process for adding or removing works impacts frontline staff.

Looking forward, the inclusive spaces subgroup plans to: complete the current work noted above, continue to provide feedback to Library units and responses to Library users, and initiate partnerships and collaborative projects across Library units/groups to build capacity for positive outcomes (such as related to usage, wayfinding, and art). Note that the scope could include virtual spaces as well as physical spaces.

Susan and Vaughn shared some ideas for how PSC might contribute to the current and future actions noted. PSC members drew from those ideas and spoke to these key points:

- Improve wayfinding, especially for new users and visitors
- When removing cultural or artistic works, ensure we make the most of the teachable moment to provide background, explain context, and reinforce our values
- When adding cultural or artistic works (e.g., murals), ensure we consider what we mean to highlight to amplify inclusion and reinforce values and Library roles (not just works that might be placed anywhere on campus)

Leaders of the LEIC inclusive spaces subcommittee and PSC will continue to collaborate. A future PSC meeting will return to these ideas.