

Public Services Team Meeting

August 7, 2018

Present: Brian Sullivan, Dave Snyder, Natalie Skwarek, Mechele Romanchock, Patty Barber

Updates

We are the Public Services Team!

The new Daytime Public Services Coordinator position at Scholes has been approved and posted.

The Public Services Team will meet the first and third Thursday of every month. The location of meetings will rotate between Herrick and Scholes.

Service Statistics Collection

In an effort to keep a more accurate account of questions the University Libraries receive, the Public Services Team will announce the Thousand Question Challenge to student workers at the upcoming fall orientation session. If 1,000 questions are answered collectively, a party will be thrown for all of our students in honor of reaching the milestone; the winning team will choose the type of party that is put together.

Getting ready for the Fall semester

While the schedules for Herrick and Scholes are coming together, there are still gaps that need to be filled.

Fifteen student workers from Herrick Library graduated in May, and most of their positions were filled by the end of the spring semester. Two to three additional workers are still needed to complete Herrick's front desk schedule.

Fall Orientation Training ideas (August 26, 2018)

The theme of this year's orientation will be team-building between the University Libraries. Students from each library will be split into five teams to discuss five of the most important areas that students from the other library should be aware of and then share those areas with the entire group. Each team will pick one of area in the library to focus on. Scholes workers will introduce Herrick workers to Scholes and vice versa.

5:00 – 5:30 pm: Herrick and Scholes workers will discuss their “top five things” and come up with a tour plan

5:40 – 6:15 pm: Scholes will host Herrick

6:15 – 6:30 pm: Students and staff from both libraries will head over to Herrick, first making a stop at the Fiat Lux sign to take a group photo

6:30 – 7:00 pm: Herrick will host Scholes

7:00 pm: Students are welcome to have dinner, dessert, and snacks with staff in the BookEnd Lounge