

Manage Unplanned Change

- Hints and discussions of changes needed the library for the past five years or so at various staff meetings.
- Seen as positive changes that were needed in future to keep up with the needs of students, faculty and the University in general.
- None of the librarians or library staff anticipated the sudden project that summer.

What happened

- Three weeks to empty the collection, to sell the Gage building, located in downtown Chicago
- Classroom moved to Wabash building

Background

- Reduction of staff all over the university, more severely felt in the library. 20 librarians down to 7-8
- Deadline of six weeks! 3 weeks to remove all books
- Lowest number of staff during the summer months AND reduced hours of operation

Dismantling shelving

- Renovation going on the same time while removing books and shelving
- Students asked for the books

Stress?

- Staff had summer projects planned that had to be put off...ongoing projects are now behind
- Much daily work stopped except for the faculty needs for the coming seems
- We had to train LTA staff to remove from the catalog. Faculty have been encouraged to go through them and let us know which books can go or need to stay.

Where are they now?

- "Better World Books"
- Available online or free

Suggestions on handling the stress

- Do not put in overtime unless specifically asked
- Manage your time as best you can
- Make sure you have an 'out'

- Be prepared to explain what's going on to faculty when they ask. Be prepared to direct them to the person responsible for the project
- Do not change vacation plan
- Get as much rest as you can
- Eat well...be more nutritionally
- Avoid drugs/alcohol
- Do what works for YOU to de-stress and relax until all is done

Outcomes

- More people in the library and higher circulation rates
- Library has a much brighter
- Better technology
- Better layout

Q&A

- Another library (University of St. Francis) is going through the same situation (3 months)
- How the staff is doing?
 - Relieved when it is done
- Immediate positive results helped. Try to look forward to the good results when you go through changes like this
- Thank CARLI for the support, ILL
- How difficult to handle the major downsizing of staff and faculty?
Manage your time and stress, cover for each other to take over more work
- Transparency? No
- How to respond to faculty and students? How to communicate with administration?
Tell faculty what is going on. Not figure out yet.
- Any negative feedbacks from the faculty? How to handle?
 - Provost's decision
 - Not library's decision
 - Suggestion from another library: print out the information and provide to patrons
- Did the university librarian learn from this experience?
 - He does and communicate with provost
 - He doesn't share because of policy