

September 19, 2023

Dear Dean Diaz,

The West Virginia University's Office of the Provost has performed a review of the Libraries. The review was informed by a self-study provided by the unit, a stakeholder survey, and institutional data on budget and staffing. Accompanying this recommendation are two additional files: the unedited comments provided through the stakeholder survey and a summary of those comments.

The recommendation for the unit is:

- Continuance at the current level of activity
- Continuance at the current level of activity with specific action
- **Continuance at a reduced level of activity**
- Identification of the unit for further development
- Development of a cooperative unit
- Discontinuance

The key findings of the review that led to this recommendation are:

- 1) There were numerous and substantial questions about the staffing levels of the unit.
- 2) The unit is effective at providing key services that support the institution's faculty and students and various aspects of the mission.
- 3) Stakeholder comments were voluminous and positive.

The following actions are required of the unit. The unit should discuss its plans to accomplish these actions with its direct supervisor.

By **December 1, 2023**, provide the Provost's Office with a plan that will:

- 1) Realize a budget reduction of up to \$800,000 based on a restructured organization that will deliver library services to the campus community in a more efficient manner. The restructured organization will involve personnel reductions/changes in staffing and will not affect the library's materials budget.
- 2) Evaluate the physical footprint of the libraries on the Morgantown main and Health Sciences campuses and regional campuses. Determine opportunities to condense spaces across locations and/or reduce space needs within locations.

The unit's leader should notify the staff within this unit of the Provost's Office recommendation by forwarding this email and attachments immediately upon receipt. It is also recommended that the unit leader hold an in-person meeting to address these recommendations and to begin developing the plans to implement what is required of the unit.

Questions about these recommendations may be addressed to the unit's supervisor in the Provost's Office.

Sincerely,

WVU Office of the Provost