

# Library Advisory Committee

## Meeting Minutes

Date: January 27, 2020

Meeting called to order at 2:02pm

### Attending:

Charles Addo-Quaye with DONSAM: Computer Science and Math, faculty representative

Jennifer Gardner: TED, prior committee member, faculty representative

Angela Meek: senior ID with e-Learning Services

Mercedes Pearson: Associate Director of Institutional Research, clean up data received from IT

Johanna Bjork: library director

### Assigning roles for Spring Semester:

Angela assigned to maintain the Library Committee website

Mercedes volunteered to take minutes for spring semester

### Johanna Director's Report:

Johanna reviewed the purpose of the LAC (from the LAC website)

Johanna will provide a director's report and evaluate the need to include librarians in future LAC meetings

Sarah Rogers resigned as of Feb 2nd (Evening and weekend position)

- Jennifer Cromer will be working Sun- Th, 12-9pm

- research appts on Sundays available now

- data will be collected on attendance

Library book budget is currently, temporarily frozen, except for faculty driven requests

Inner-library loans: 2468 inner-library loan requests from students (numbers have gone up)

Total loans we sent out 967, seen a little drop from 1004

Interlibrary loan specialist is out on leave, Johanna has frozen our OCLC lending at this time

In acquisitions: total books = 2024, including ebooks

We have a smaller collection of "browsing" books, those popular to the general reading population; student workers got to recommend a popular "browsing" item, some get sold, some get kept in the main collection

Still taking division driven acquisition requests; should support accreditation

Serials Collection (journals): 3125 physical journals on the shelf, 54218 digital items in the database collection; spending about 400K to maintain digital and physical subscriptions

-How does this compare to institutions our size? (Johanna: we are on the lower end of the scale)

New instructional distance librarian, Guarina Grullon; had 29 instructional sessions FY19, 400ish students impacted; went to CdA 6 times in FY19

Reference info desk usage numbers dropping

#### Library Collaboration events for Spring 2020

-game night once a month, with Luis Sylvester, first Tuesday 6-830PM; snacks and games

-Midterm and Rock the Finals, collab with First Year program

-Dead week snack cart; supported by dean's offices

-Finals week doggy de-stressing event

---End, Director's report

#### Updates around the room:

Charles: nothing to report at this time

Jennifer: TED lost Rich, IT specialist, resigned before Christmas, chosen not to refill

Angela: Canvas transition; eLS system administrator retiring, position moving to IT

Mercedes: all-student survey sent out last fall, data/report to come; Contour forms moving to Qualtrics for new website; Terry Taylor will be running a script at the end of each month to gather library usage data

Johanna- the way we're collecting data currently isn't necessarily efficient and isn't accurately representing online usage; data usage is directly tied to budget; how can we collect better, more accurate data?

#### 5 year strategic plan report (Johanna)

-LC Librarians requested to look at peer institutions and see what they have for 5-year plans

-Library plans to have 5-year strategic plan completed and submitted by the end of April

-Need to be moving to more online resources

-Meet again in March; 5-year plan will be sent to LAC a week before the March meeting to review and advise

Nursing accreditation happening this coming fall; there is a "library" portion of accreditation process (how the library works with the division, and lists of journal resources online; focus is now heavily on the ONLINE resources)

Meeting adjourned at 2:52pm