



Library Faculty Department Meeting Minutes, August 27, 2012 (2:00 p.m. – 3:30 p.m., 6-237)

Attendance:

x	Deb Distant	x	LeAnn Garrett	x	Paul Kittle	x	Pauline Swartz		Chisa Uyeki	x	Emily Woolery
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Guest:

Item	Discussion	Outcome
Approval of 6/11 Meeting Minutes	The June 11 library faculty meeting minutes were reviewed and approved.	Emily will distribute the minutes from the June 11 Library faculty meeting.
Planning for the year: 1. ACCJC Midterm Report a. Robust assessment of service SLOs b. Collection development policy c. Intellectual, aesthetic, and cultural activities d. Connection of PIE to planning 2. OCLC WMS/WorldCat 3. AA-T Degrees 4. Budget – setting fall deadlines	1. The Library was asked to address several questions toward the ACCJC midterm report. Faculty provided input about: <ul style="list-style-type: none"> - Contributions to intellectual, aesthetic, and cultural activities - Plans to finalize and share the collection development policy (Note: Library faculty members support Chisa's authority to finalize the draft.) - Enforcement of library sign-off on new transfer degrees - Draft administrative unit objectives that would assess the impact of library services on student learning and the faculty experience - Good examples of how the Library department bases improvements on the results of PIE 2. LeAnn is reviewing two questionnaires required for the transition to OCLC Worldshare Management Services and WorldCat Local. Once the questionnaires are submitted, we can have access to WorldCat Local via "mtsac.worldcat.org." The Library will participate in cohort training during its transition to OCLC Worldshare Management Services. Mt. SAC Library faculty and staff will benefit from interaction with faculty and staff in similar institutions. 3. Collection analysis projects has been and will be required for AA-T degrees in: <ul style="list-style-type: none"> - Administration of Justice - Business Administration - Geography - Journalism - Philosophy 	1. <u>Action:</u> a) Emily will draft the Library's update for the ACCJC midterm report and will seek review from faculty. b) Chisa will be asked to finalize the draft collection development policy. 2. Information 3. Information 4. <u>Action:</u> a) Chisa and Deb will have their materials budgets encumbered by December 14, 2012. b) Emily will alert full-time faculty when we are ready to review adjunct applications and conduct interviews. At least one full-time Library faculty member should assist Emily with this process.

	<ul style="list-style-type: none"> - Religion <p>4. a) Collection development liaisons should prioritize selection work during fall semester 2012. b) To meet deadlines, additional adjunct faculty support is needed in collection development, information competency instruction, and reference services. Faculty requested that at least two full-time Library faculty participate in the hiring process for new adjunct faculty.</p>	
Academic Senate Report	Academic Senate has not met yet.	Information
Faculty Association Report	Revisions to the 2011-2014 faculty contract were ratified.	Information
Announcements	<p>1. The Library will present at the September 7 Perkins Beginning of the Year (BOY) meeting. Deb will be out, so a replacement is requested.</p> <p>2. Paul is using Zoho instead of Meebo to provide reference support.</p>	<p>1. <u>Action:</u> Deb will provide information to the full-time faculty member that can represent the Library at the Perkins BOY meeting.</p> <p>2. Information</p>