



Library Faculty Department Meeting Minutes, September 24, 2012 (2:00 p.m. – 3:30 p.m., 6-237)

Attendance:

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

Item	Discussion	Outcome
Approval of 8/27 Meeting Minutes	Tabled	<u>Action:</u> Emily will distribute the 8/27 meeting minutes by email for approval.
Collection Development Policy	Faculty approved the Collection Development Policy and Guidelines. This policy replaces the Library Acquisitions Policy. It fulfills a PIE strategic action and ACCJC recommendations.	<u>Action:</u> <ul style="list-style-type: none"> – Chisa will forward the approved policy to Meghan Chen by 9/26/12. – Chisa and Paul will make it available on the web by 10/15/12. – The policy will be announced at a future Library staff meeting.
ACCJC Midterm Report	Tabled	<u>Action:</u> <ul style="list-style-type: none"> – Emily will email draft Library response to the ACCJC Midterm Report Recommendations. – Library faculty may provide input to the draft by email.
Request for New Faculty Position	Faculty approved a Request for Faculty Position for Professor, Librarian – Distance Learning Reference / Instruction.	<u>Action:</u> <ul style="list-style-type: none"> – Emily will forward the request to the LLR Division Management meeting.
Academic Senate Report	<p>Creation of three taskforces was approved:</p> <ul style="list-style-type: none"> – Syllabus – Shared Governance Issues – Priorities for Captioning Resources <p>Recommendations of two task forces were approved:</p> <ul style="list-style-type: none"> – Academic Integrity Taskforce – Accreditation Taskforce – Academic Integrity Task Force were approved <p>EEO Plan, Component 8 was approved.</p> <p>Two APs were referred back to SP&S:</p> <ul style="list-style-type: none"> – AP 4225 – Course Repetition and Withdrawals – AP 5075 – Course Adds and Drops <p>Several items are up as action items at the 9/27 Academic Senate meeting:</p>	<u>Action:</u> <ul style="list-style-type: none"> – Library faculty are encouraged to provide input to Paul about forthcoming action items prior to the 9/27 Academic Senate meeting.

	<ul style="list-style-type: none"> – Please see details in Paul's Academic Senate notebook, which is kept at the Library Information Desk. 	
Faculty Association Report	<p>Information from 9/11/12 FA representative council meeting:</p> <ul style="list-style-type: none"> – CTA and Mt. SAC Faculty Association advocate the following: YES on 30. NO on 32. NO on 38. Deb will post the rationale on her door. – FA has a vacant director position – to complete one year of a retired faculty member's term. – Leave balances should be updated in myportal. 8 hours of sick leave per month of contract. Deductions will be per hour – NOT per full or half day. – Adjunct faculty can buy group dental insurance. This is a voluntary dental benefit for all adjunct faculty members. <p>These items will be voted on at the 10/2 FA representative council meeting:</p> <ul style="list-style-type: none"> – AP 3550 / BP 3550 – Drug Free Environment and Drug Prevention Program: Specific, exclusionary language is detrimental to some academic programs. – AP 3510 – Workplace Violence Plan: Specific, exclusionary language is detrimental to academic programs and campus individuals. – AP 3720 – Computer & Network Use: ITAC prefers that this campus policy NOT have a signature page. In general, the policy is more reflective of current practice. – Standing Rules for the Faculty Association were revised. 	<p><u>Action:</u></p> <ul style="list-style-type: none"> – Library faculty are encouraged to provide input to Deb about the action items prior to the 10/2 FA representative council meeting.
Announcements	<ul style="list-style-type: none"> – Chisa attended a conference session on combating stress and depression in the workplace and will share information from this session. – Emily attended the EASE Introductory Workshop and encouraged all to look for future workshops. 	Information