



Library Faculty Department Meeting **Minutes, January 15, 2013** **(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 12/10 Meeting Minutes	Minutes from the 12/10 Library faculty meeting were approved.	<u>Action:</u> Emily will distribute 12/10 Library faculty meeting minutes.
Department Chair: Develop Survey Regarding Student Needs for Technology and Study Space	Library faculty has discussed the College's need for increased capacity in the Library, including collections, personnel, technology, and study space. Additionally, Mt. SAC's Student Success Plan has cited limited library space as a problem; however, the Library was not consulted about this problem. Library faculty agreed to develop an action plan to (a) heighten campus awareness of the need for increased library capacity and (b) request inclusion of Library department members in all decisions that impact the Library.	<u>Action:</u> Emily will draft an action plan to address the need for increased library capacity.
Department Chair: Adjunct Projects	Library faculty discussed multiple projects, which adjunct faculty could support, including: <ul style="list-style-type: none"> - Collection: Selection, weeding, collection analysis - Website / Databases: OmniUpdate revision, CREDO topic pages, LibGuides - Information Competency: Assessment, outreach The department is still awaiting backfill funds for multiple reassignments (Emily, LeAnn, and Paul), so assignment to these projects is pending receipt of those funds.	<u>Action:</u> Emily will contact full-time faculty about adjunct support on projects once the backfill funds are received.
Reference / Instruction: Update	Emily shared minutes from the 12/17/2012 Library Curriculum Committee Meeting.	Information – See attached Library Curriculum Committee minutes.
Announcements	<ul style="list-style-type: none"> - Deb Distant is scheduled to be out from 1/22 – 1/31, 2013. - Nora Shea is scheduled to be out from 1/22 – 1/38, 2013. 	Information



LIBRARY CURRICULUM COMMITTEE MEETING

MINUTES, December 17, 2012
(3:00 p.m. – 4:00 p.m., 6-237)

Attendance:

x	Deb Distant	x	Pauline Swartz	x	Emily Woolery
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Guest:

	Item	Urgency	Leader	Prep (Read or Bring)	Action (Information, Discussion, Decision)	Time Needed
1.	Approval of Meeting Minutes from October 15		EW		Approval	5 min
	Approved					
2.	LIBR Courses					
	<p>1) Our LIBR courses were not put into the print Schedule of Classes for Spring 2013. Loralyn Isomura has updated the online schedules and created a flyer to distribute to students. Action: Emily will develop a web announcement to be posted by January 7. Action: Emily will ask library faculty to distribute the flyers at the reference desk and in workshops and one-shots.</p> <p>2) LIBR instructors from Fall 2012 will share and assess examples of students' annotated bibliographies. Criteria to be assessed include students' evaluation of authority and relevance. Action: Emily will schedule meetings in Winter 2013 to analyze data and discuss use of results.</p>					
3.	Information Competency					
	<p>1) Revisions are being made to current information competency workshops and a new workshop on web evaluation will be piloted in Winter.</p> <p>2) Pauline is scheduling training sessions for information competency workshops. Attendees will review changes to current workshops and learn about a new workshop on web evaluation.</p> <p>3) Pauline and Emily are confirming information competency workshop dates for Winter 2013.</p> <p>4) Emily worked with Nicole Blean to confirm dates and times the Starting Your Research workshops, which are taught in the Writing Center.</p>					
4.	Announcements					
	Emily and Pauline held interviews with candidates for the position of adjunct librarian in reference/instruction. Emily is in the process of checking references. New hires would begin in Winter or Spring 2013.					

Next Meetings – TBA