



Library Faculty Department Meeting Minutes, May 21, 2014 (1:30 PM – 3:00 PM, 6-237)

Attendance:

X	Deb Distant	X	LeAnn Garrett	X	Hong Guo	X	Paul Kittle	X	Pauline Swartz
X	Chisa Uyeki	X	Emily Woolery						

Guest:

Item	Discussion	Outcome
Approval of Meeting Minutes – 4/16 and 5/7	Meeting minutes were approved.	<u>Action:</u> Emily will distribute the 4/16 and 5/7 library faculty meeting minutes.
Gap Analysis	<p>The Accreditation Steering Committee has requested areas and committees conduct gap analyses in order to inform writing the College’s self-study. Library faculty have been asked to review proposed Standard IIB Library and Learning Support Services from two points of view:</p> <ol style="list-style-type: none"> 1. Deb Distant and Bailey Smith, Director of Learning Assistance Center, are leading the review on behalf of the Library & Learning Resources Division. <ol style="list-style-type: none"> a. Deb requests input through early July. b. Faculty can provide input to Deb via a shared google document. 2. Pauline Swartz is contributing to a review as a member of the Educational Design Committee (EDC). <ol style="list-style-type: none"> a. Faculty identified a gap in connecting the Library to the curriculum process because Library sign-off is no longer required when new degrees or programs are proposed. b. Pauline requests input prior to the May 27 EDC meeting. <p>Faculty acknowledged that a parallel process is occurring as the College is preparing its next Student Equity Plan. Hong Guo and Meghan Chen are serving on a Learning Interventions Writing Team and Emily Woolery is serving on a Future Directions Writing Team.</p>	<u>Action:</u> <ol style="list-style-type: none"> 1. Faculty will provide input to Deb by early July. 2. Faculty will provide input to Pauline by May 26.
Accreditation	LeAnn Garrett was recommended for appointment on accreditation team for Standard IV. Hong Guo and Paul	<u>Action:</u> Emily will communicate with Kristina Allende, Accreditation

	Kittle have been recommended for appointments on accreditation teams for Standard IIC. Library faculty members, including Hong and Paul, prefer that Deb Distant represent the Library because she serves as an accreditation leader within our department and she has been a member of several accreditation site visit teams.	Steering Committee Co-Chair, to request: a. appointment of Deb Distant to the team working on Standard IIB, and b. removal of Hong Guo and Paul Kittle as potential appointments to accreditation teams.
PIE	Tabled	
Department Chair Elections	Nominations for department chair elections were opened. LeAnn Garrett was nominated for this position.	<u>Action:</u> Library faculty will vote for the department chair position at our next faculty meeting on June 4.
Academic Senate Report	Report was sent via email.	
Faculty Association Report	No report	
Announcements	Faculty reported on upcoming time off: <ul style="list-style-type: none"> • Deb Distant – June 16 – 22 • LeAnn Garrett – June 16 – 30 • Hong Guo – June 12 – August 10 • Chisa Uyeki – June 16 – TBD (calls for jury duty) • Emily Woolery – June 11, 13, 16 – 22 	