



Library Faculty Department Meeting Agenda, September 17, 2014

(1:30 PM – 3:00 PM, 6-237)

√	Deb Distant	√	LeAnn Garrett	√	Hong Guo	√	Paul Kittle	√	Pauline Swartz	√	Chisa Uyeki	√	Emily Woolery
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Item	Leader	Prep (Read or Bring)	Action (Information, Discussion, Decision)	Time Allotted
Approval of Meeting Minutes – September 3, 2014	lg		Approved	2 min.
Survey	PK	Information	<p>Information: A pilot survey was shared with the librarians. The goal of survey is to collect data concerning student opinions concerning the updated library website. The survey will also be able to identify perceptions of students taking an online class at Mt. SAC.</p> <p>Suggestions:</p> <ol style="list-style-type: none"> 1) Put survey on portal. This is a future goal. Agreed to make survey only available from the library webpage. 2) Use data to find out more about who is using the library. Survey captures data that would support this objective. 3) Place only the survey link in spotlight area on webpage to ensure it can be easily found. Agreed 	5 min.

			<p>4) Deploy the survey when there are no other competing surveys being done. Agreed</p> <p>5) Suggested minor changes to wording and question order. Will change as allowed by system or as appropriate.</p>	
Course Scheduling	lg	<p>Request assistance in assignments How are days for LIBR 1A assigned?</p> <p>Pathways:</p> <p>First 8 weeks English 1A MTWTh 12-2:05 Brantingham</p> <p>Second 8 weeks</p> <p>English 1A MTWTh 12-2:05 Quintana-Mullane English 1A MTWTh 9:45-11:50 Quintana-Mullane English 1A MTWTh 4:30-6:35 Myers English 1A MTWTh 6:45-8:50 Myers</p> <p>Credit Courses: Propose 4 offerings LIBR 1 Traditional - Emily Online - Pauline LIBR 1A Traditional - Hong Online - Paul</p>	<p>Discussion: Library chooses class day and time in consultation with library professor.</p> <p>Make sure supplemental instruction does not conflict with library class.</p> <p>Group Pathways courses for logical scheduling.</p> <p>Group Brantingham (first 8 weeks) with Quintana-Mullane (second 8 weeks) from 12 – 2:05 + Quintana – Mullane 9:45 – 11:50</p> <p>Recommended Nora Shea</p> <p>Group Myers 4:30 – 6:35 with Myers 6:45 – 8:50</p> <p>Recommended Jared Burton</p> <p>Emily will be an alternative professor for Pathways for Quintana-Mullane 9:45 – 11:50</p> <p>All faculty agreed with proposed assignments.</p>	15 min.
Privacy and Room	PK	Discussion – providing room	Agreed to follow confidentiality	5 min

Scheduling		reservation information to individuals that may be part of a group, but did not make the reservation See attached	principles in this situation. Reaffirmed that we all adhere to confidentially principles and practices.	
Contract modifications – input	Ig	See attached (two documents)	Reviewed contract language for H:3 Portfolio Evaluation – Librarian section. Concluded that there should be further discussion and possible changes would be submitted for 2015-16 contract negotiations. Also reviewed previous list of contract concerns to determine if any needed immediate action. Action: Emily is to present the request for pay equity for faculty to the FA. The librarians will establish collective concerns and meet as a group with the FA.	20 min.
Scheduling and Collection Development	Ig	Scheduled backfill for full-time to devote to CD and weeding – Deb: 2 hours, Paul: 1 hour, and Hong: 2 hours	Tabled	10 min.
Academic Senate Report	CU		Shared information.	10 min.
Faculty Association Report	EW		Shared information. Action: Emily will follow-up with adjunct librarians to ensure that they are aware of how to become an active member of the FA should the desire.	10 min.