

Library & Learning Resources Division

9/26/2014 Meeting, 6-237, 2:00 PM – 4:00 PM

Attendance: Ema Burman (EB), Bailey Smith (BKS), Michelle Sampat (MS), LeAnn Garrett (LG), and Meghan Chen (MMC).

LLR Division Meeting Schedule: every second and fourth Friday 2:00-4:00 p.m.

Topic	Discussion and Outcome
1. Minutes	<ul style="list-style-type: none"> <li>Minutes from the September 8, 2014 meeting were approved.</li> </ul>
2. Announcements:	<ul style="list-style-type: none"> <li>October is Disability Awareness Month. DSPTS is raising awareness. Donations are requested for a silent student auction to be held in the last week of October. Contact Julie Bradley of DSPTS <a href="mailto:jbradley@mtsac.edu">jbradley@mtsac.edu</a>.</li> </ul>
<p>3. Area Reports</p> <ul style="list-style-type: none"> <li><b>Learning Assistance Instruction</b></li> <li><b>Learning Assistance Services:</b></li> <li><b>Library</b></li> <li><b>Distance Learning/Online Learning Support Center</b></li> </ul> <p>Other</p>	<p><b>Learning Assistance Instruction:</b></p> <ul style="list-style-type: none"> <li>Faculty Request Learning Assistance Faculty prioritized requests as follows:               <ol style="list-style-type: none"> <li>Math (growth)</li> <li>Reading (replacement for Pat Bower)</li> <li>Math (growth)</li> <li>Reading (growth)</li> </ol> </li> <li>Classroom Evaluations: A list of adjunct faculty was shared. Committee Chairs are working with Department Co-Chairs to ensure that classroom visitations and meetings with faculty evaluatees occur according to contract timeline this semester.</li> <li>Ema Burman and Carolyn Robinson attended the CB 21 Rubric Revisions meeting hosted by the <a href="#">Academic Senate for California Community Colleges</a> (ASCCC.)</li> <li>Concerns about the first floor hallways in Building 6. These narrow hallways are overcrowded and students sprawl across the floor which blocks access and creates a hazard. This impacts students with disabilities, especially those in wheelchairs.</li> <li>Blue masking tape needs to be used to stick paper to walls and glass doors so that the walls aren't damaged. Adhesives have caused paint to be peeled off and glue residue to mar the glass doors.</li> </ul> <p><b>Learning Assistance Services:</b></p> <ul style="list-style-type: none"> <li>On Monday, September 29, there will be a LARC Team meeting open to everyone .</li> <li>Tutorial Services has major staffing gaps due to maternity leave and family emergencies.</li> <li>Online tutoring is going well.</li> <li>The Dev Ed Fall Follow-up is October 17th.</li> <li>The Learning Lab staff and Learning Lab Faculty Coordinators met to discuss purchasing priorities of instructional equipment.</li> <li>The LAC staff chose an Assessment rotation cycle which is aligned with the Accreditation cycles (every other year, to respond to staff concern of assessing everything, all the time)</li> <li>LARC Tutoring will be offered in the first week for students in 8-week READ 80 and LERN 48/49 courses</li> </ul> <p><b>Library:</b></p> <ul style="list-style-type: none"> <li>There has been double coverage at the Reference Desk for the first four weeks. There have been many non-reference questions. Students have other resource needs that need to be met. There are physical and resource limitations that are impacting the ability to meet students' needs.</li> <li>Collection management is ongoing. Space needs to be made for the new materials that will be purchased.</li> <li>The library has many needs. A general librarian position will be requested.</li> <li>Pathways data indicated that students who are taking English 1A and Library 1A had increased success rates. While students did not see the need for the Library course, the result was an increase in success from 68% to 79%. It was suggested that the survey questions regarding student satisfaction with the LCOM and LIBR classes should be revised according to the literature on designing survey questions.</li> </ul> <p><b>Distance Learning/Online Learning Support Center:</b></p> <ul style="list-style-type: none"> <li>The Distance Learning home page is being revamped based on a student survey response from Winter 2014 (N=1,200 respondents). A student focus group is being</li> </ul>

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	<p>developed. This could be a resource for the entire campus. A DL faculty webpage focus group is also being planned for late October. Faculty and students across campus will be invited to participate in the focus groups.</p> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>We need to develop processes that enable our Division to work even more effectively with other departments and divisions for scheduling courses and organizing learning support services for learning communities and pathways.</li> </ul>
<p><b>4. Accreditation Standards</b></p>	<ul style="list-style-type: none"> <li>The ACCJC changed the <a href="#">Accreditation Standards</a> effective July 2014 (specifically, Standard II.B. and II.C, see pp. 17-18). The information competency language was removed from Standard IIB: Library and Learning Support Services.</li> <li>As we are working on teams across campus, we need to be aware of the changes and how they impact our area.</li> </ul>
<p><b>5. Enrollment Patterns</b></p>	<ul style="list-style-type: none"> <li>Enrollment patterns for the past 5 years were discussed.</li> </ul>
<p><b>6. Marketing Department Functions</b></p>	<ul style="list-style-type: none"> <li>The function of the Marketing Department is outreach (outside the college). Faculty and staff in our division need to take the lead in marketing and promoting our courses.</li> </ul>
<p><b>7. Prioritization of Faculty Position Requests from LLR Division</b></p>	<ul style="list-style-type: none"> <li>The Division prioritized requests as follows: <ol style="list-style-type: none"> <li>Librarian growth <u>and</u> LERN Math growth (see below for rationale)</li> <li>LERN Math growth (if two #1 priorities won't be honored)</li> <li>Reading replacement</li> <li>LERN Math growth</li> <li>Reading growth</li> </ol> </li> </ul> <p>Rationale and discussion: the current prioritization process requires that we consider instructional faculty positions in the exact same way as faculty positions for the library and counseling. Students need instructional faculty AND librarians AND counselors, not "or." How can the process for prioritization reflect that students need all three categories of faculty for their learning and success? Mt. SAC is now approximately 24th from the bottom for 7 librarians to 36,000 credit students; the library does also serve non-credit students although the statistics are difficult to gather.</p>
<p><b>8. Other</b></p>	<ul style="list-style-type: none"> <li>Bailey clarified that Learning Lab Liaisons do not get reassigned time for Winter and Summer Intersessions.</li> </ul>

Cc: Instruction Office