

**Library and Learning Resources Division Council**  
**Meeting Minutes**  
**September 19, 2019**  
**2:30 pm – 3:30 pm, Library 202**

Present:

Members:

Kunisaki, Sheryl (SK)  
Martin, Crystle (CM)  
Medina, Gary (GM)

Palmer, Anne (AP)  
Perez, Gema (GP)  
Cain, Carla (CC)

Wolfenstein, Moses (MS)  
Yates, Erika (EY)

Guests:

Baldwin, Donna (DB)  
Gan, Ryan (RG)

Jenkin, Camila (CJ)  
Lopez, Cindy (CL)

McMillan, Mary (MM)  
Striepe, Claudia (CS)

CM presided over the meeting and DB took minutes.

1. **Approval of Minutes** – The Council approved the Minutes of the May 19 meeting.
2. **Division Technology Committee Status**  
CM asked the status of the Division Technology Committee. MM said that she had been on the committee since she started at El Camino College and it had never convened. After discussion a vote was called by AJ to dissolve the committee. GM seconded. The motion passed.
3. **New Permanent Art Spaces** - CJ spoke about the possibility of having permanent display spaces for any kind of artwork from students and staff. MM pointed out that the Library should develop a policy on this that would include curating donations, signed agreements, criteria to determine which artwork is appropriate for display and a way to determine how long art is to be on “exhibit”. CS mentioned that the second floor ramp area would also be a good place to show artwork. CJ agreed to come up with a tentative packet of guidelines that LLR could give artists.
4. **Budget Update/Company Nurse** – CM reported that Fiscal services will be closing books this September and that there will be upcoming changes to the annual planning projects.

CM also reported that the Company Nurse stickers have already been deployed to the whole division. She explained that any time staff, student or faculty are on campus or off-campus but doing work in behalf of ECC, they could avail of the services of the Company Nurse. Anyone on his/her way to ECC is technically not on campus and will not be able to do this. Even with Company Nurse, worker’s comp will still cover work-related injuries.

5. **Safe Space** – CM shared her fruitful participation in Safe Zone training and encouraged everyone to do the same. MM posed a question: “What is a safe space? Isn’t the Library one?” AJ and CS responded that spaces are “safe” in the absence of bullying. Furthermore, safe spaces should be inclusive and should not only be for LGBT but for other groups/people as well. GP pointed out that these spaces are also for staff, not just for students. CS suggested that the Library could highlight books on this subject to help spread awareness.

**LSP Training** – RG reported that the LSP migration in the Library is complete. According to CM, the rest of the LLR staff will undergo training this December.

6. **Stamping of Homework** – More than a “scavenger hunt”, teachers typically do this to get the students familiar with the features and services of the Library, to make sure that their students really come in and explore our facilities.
7. **Student Athletes and the Study Center** – According to EY, friends of athletes are causing problems at the LRC. To mitigate the problem, staff have tried to rearrange furniture and have students register with IDs when they come but these do not work. Even the presence of a coach at LRC does not help. Said students have been behaving negatively, making noise, not heeding rules and disrespecting staff who call their attention. Staff, especially student workers, feel harassed. The Council suggested several possible solutions. It was decided that LRC is to get in touch with the Office of Health Sciences and Athletics to discuss how both divisions can solve this problem.
8. **Brief Reminder/Update on Open House Planning** – CJ announced that the Open House is taking place as scheduled on October 22!
9. **Others**

According to CM, the Library is still waiting for carpet to be installed in some of its areas.

The Council suggested that the blue and white signs in study rooms be re-oriented and re-numbered to make them chronological and less confusing.

The Library no longer gives student ID's to students who are auditing but Student Services will come up with a process to address this. For its part, the Library is planning to revamp Friends of the Library.

OneCard is coming to the Library soon!