

**Library and Learning Resources - Unit Council Meeting
Minutes
10/21/2014**

Present: Director Alice Grigsby (AG), Alice Cornelio (AC), Mary McMillan (MM), Seth Daugherty (SD), Rebecca Wilson (RW), Claudia Striepe (CS), Noreth Men (NM), Sheryl Kunisaki (SK), Moon Ichinaga (MI), Lisa George (LG), Don Brown (DB), Howard Story (HS)

Absent: Cindy Lopez (CL)

Approval of previous Minutes:

Minutes of last meeting were accepted, pending correction of a typo.

Financial Aid Fair report:

Cindy Lopez was unavailable for this meeting to report. AG reported that there was a nice table set up with handouts from both parts of the LRU.

Accreditation:

AG shared the first page of President Fallo's report to the Board of Trustees regarding the recent accreditation visit. The letter can be found on the BOT website under Supplemental Board Meeting Information. The letter includes seven commendations, two of which are of particular relevance to the work of the LRU, as well as four major recommendations, and ten smaller recommendations.

DB noted that it is exceptional to receive seven commendations, as more than four is considered a lot.

The final report will be due in January, 2015.

Computer Labs:

RS reported that the student computer replacements have been completed in the LMTC, Basic Skills Study Center, and the Music Library. The Library reference area is scheduled for 9am Friday. Old computers will be prepped the evening prior for removal.

Further replacements are happening on Fridays.

AG thanked RS for the prep work that is resulting in smooth transitions.

Renaming of the LRU:

There has been no change in status since April, and no further update is available at this time.

Instructional Equipment Allocation:

AG shared a handout with the list of instructional equipment that has been approved from the unit's 2014-2015 Plan Builder requests.

SAO / Open House report and recommendations:

CS reported that there has not been enough response to justify the amount of time spent developing the Open House project. She suggested that some of the ideas might be used for National Library Week instead.

Security:

In light of recent events, security issues are becoming a matter of campus wide concern / discussion. AG shared a handout with a few suggestions for enhancing security in the Library and Learning Resources areas, with the invitation to add any additional ideas.

Facilities Project Planning:

AG shared a handout with a report from Facilities of projects that are currently in design and pre-design stages.

Money Smart:

Tabled for later.

OTHER:

FT faculty hiring: There was a planning meeting on 10/21/14. The LRU is requesting a new librarian. This request is currently ranked at number 18, or about halfway down the list. The list is not final yet.

Student Equity Plan: SK will report on this at the next Unit Council meeting.

Student Survey: AG - Planning is in progress to conduct a survey of student use of the Library and Learning Resources facilities and services during the first couple hours that we are open. A sample of the survey was provided. Suggestions invited, to be sent to AG.

November Unit Council Meeting: Send agenda items to AG.

Next Meeting: Tuesday, November 18, 2:30pm