

Summary Minutes: Librarians Meeting – April 7th, 2016

Present: Don Brown (DB), Alice Cornelio (AC), Seth Daugherty (SD), Moon Ichinaga (MI), Mary McMillan (MM), Rebecca Russell (RR), Claudia Striepe (CS)

Absent: Noreth Men (NM)

Agenda Items:

Approval of Minutes: Minutes of the meeting of 31st March 2016 were approved. Minutes will continue to be approved on-line.

Technology

Review New Search Box on Library Webpage: It was agreed to table discussion until the team leader NM is present at the next meeting.

However the page is open for our “testing” and MI pointed out a few parameters that we cannot change at this time to bear in mind when reviewing the site. Librarians were urged to play with the page and bring suggestions to the next meeting which can be categorized and implemented if agreed to by all and allowing for NM’s work load.

Resources

Collection Development and Program Review Schedule: AC compiled a chart listing the Academic Divisions/Programs Program Review as they relate to Collection Development Assignments. Not all the Program Review areas were found, for example, Law/Paralegal needs to be added. Per Program Review, we would need to look at 8 areas per year as re: focusing on weeding and collection development. The charts will make it easier to see which areas are up for review. This was also compared to the Librarian Liaison chart. We need to work with the Divisions and close the loop on tracking expenditures. Linda Clowers (Admin) and Russell Serr (Faculty) will be good contacts re: Program Review. RR will speak to them in due course. We have to advocate for the students, the students come to us expecting the resources and we should provide them.

SD agreed to work with AC to do some preliminary refinement and additions. We can also continue to refine the weeding project based on this information. We should also solicit input from faculty and students on materials selection. RR noted a question from the recent ACRL Survey asking what percentage of the collection is patron driven? We must work to address this.

Staffing

Task Analysis: We will get an e-mail discussion going on the Liaison areas that are “freeing up” with Moon and Alice’s retirements, and other areas that folks may wish to swap out. We must remember we will be short-handed in this, as in other areas. DB noted all this outreach to Divisions was excellent and needed to be included in our next Program Review. RR urged a more holistic approach that will allow us to work smarter during this period of short staffing.