

## **Minutes of the Librarians' Meeting of 13<sup>th</sup> December 2018**

**Present:** Analu Josephides (AJ), Mary McMillan (MM), Gary Medina (GM), Claudia Striepe (CS), Crystle Martin (CM), Camila Jenkin (CJ), Ryan Gan (RG)

The meeting was chaired by AJ and CS took minutes.

### **AGENDA ITEMS**

#### **Approval of Minutes**

GM made a motion to approve the last minutes with minor edits. CJ seconded the motion. Minutes approved.

#### **Past Action Items Status:**

MM reported that the Access Science database has been purchased and will be installed over Winter for a Spring 2019 launch – *In Progress*.

The Chilton automotive database should arrive by the end of Spring 2019 – *In Progress*.

GM noted that the security gates have been turned off. Mr. Park will no longer be with us beginning January 2019, so there will be no security personnel at the gates – *Completed*.

Public Access focus will be on merging the Circulation and Reserves areas – *In Progress*.

#### **1. Division Council Annual Plan Ranking:**

Dr. CM shared the results of the Library & Learning Resources Division Council Annual Plan ranking. The handout provided showed the ranking arranged by type of request. At this time, only the Instructional Equipment category is moving forward. CM noted that our Instructional Equipment requests will now get mixed in with those of the other Divisions for further ranking.

#### **2. LSP:**

RG reported on adjunct librarian working hours for the winter intersession in an attempt to accelerate/complete the weeding project. Adjuncts have been trained on the inventory procedure. Mayra and Anita will work with MM and Mayli with CJ. Should the aforementioned full-time librarians not be present to review carts, other full-time librarians should do so. Look for a sign on the carts indicating that they are complete and ready for review.

RG reported that we are NOT getting the extra layer of Premium Service for the LSP. He thanked all for their help and suggestions.

MM will forward the email regarding the Ebsco/ProQuest issue and will also meet with the Ebsco rep on the matter.

Thanks to RG for all the links he forwarded re: the upcoming LSP implementation that we can all use to keep abreast of the progress.

**ACTION ITEM: Librarians to aim to complete the weeding project over the winter intersession**

#### **3. Surveys:**

It was decided to have ONE survey for the entire Library & Learning Resources area as SK would like to be included. MM will set up a TEAMS site so that we can edit/add questions. CS will add extra questions to the site for consideration for

inclusion. We should not make it too long. The librarians were asked to examine the current questions 6 through 9 and decide whether we still needed these on the new survey.

It would be ideal to run two separate surveys – one for students and one for staff. The Campus Technology survey is scheduled to be run in Spring, we will aim to run ours simultaneously. After discussion, other potential questions surfaced:

One on the L&LR Division mission statement – “Are you aware of the mission statement of the Library & Learning Resources?”

One on the Library area Program Outcome – “In your opinion, is the Library meeting its stated Program Outcome...”

Maybe some questions related to the costs of textbooks, the acceptance of e-books, the satisfaction with the facility, types of programs we could offer.

CS also shared student responses from Professor Loya’s scavenger hunt assignment where two classes were asked to share their impressions of the library as part of the assignment. Most were very positive and the phrase “well-organized” came up repeatedly. These comments also provide useful feedback.

**ACTION ITEM: MM to set up a TEAMS site to post the old survey for discussion and input. CS to include other questions for consideration.**

#### **4. Outreach Summary Fall 2018:**

CJ reported that she has attended many meetings to introduce herself and the role of the Outreach librarian. She is currently attempting to distill the essence of these meetings into a document that she will share via email once ready.

CJ also met with Humanities Dean Breckheimer and Associate Humanities Dean Kushigemachi. The conversation revolved mainly around AB 705 issues. CJ will be invited to some future meetings with the Humanities faculty. CJ thanked CM and CS for facilitating this meeting.

**ACTION ITEM: CJ to complete Outreach document and mail to librarians.**

#### **5. Overview of Information Literacy ILO Assessment Data:**

CS noted that a few members of the Assessment of Learning Committee (ALC) had received a preview of the assessment data from Mr. Rosales of Institutional Research. The document has not yet been formally shared/discussed at the ALC. When it is fully discussed CS hoped to take comments/suggestions from the librarians – hence the preview.

The SAILS test conducted in 2017 was not identical to the prior test conducted in 2013 so direct comparisons cannot be drawn, nevertheless overall ECC students again showed a satisfactory grasp of Information Literacy skills.

However the data showed that many faculty are concerned moving forward and due to the expected impact of AB 705, that students will have fewer skills. The librarians agreed to grasp these opportunities to move ahead with instructional planning and offerings.

MM felt that it was a pity the report did not bring in any other campus information related to information literacy, but was based only on the SAILS data.

Of interest was the disaggregation of data by ethnicity/racial group.

CS was disappointed at the way ECC library instruction was portrayed as “making no difference”, when the data in the report clearly showed otherwise. CS will contact JR at IR and ask him to amend the statement.

**ACTION ITEM: CS will contact JR to amend the statement re: Library instruction.**

UPDATE: CS did speak to JR and he will amend the report to reflect that while merely going to and using the library space was not effective in aiding information literacy skills, students who attended a library class/orientation DID perform better on the SAILS test as per the data shown.

**6. OTHER/FUTURE AGENDA ITEMS:**

- a. AJ has calendared the librarian meetings for Spring 2019. The first meeting is scheduled for the 21<sup>st</sup> February, and then every other Thursday thereafter.
- b. AJ proposed inviting the (yet to be appointed) Distance Education Coordinator to join the librarian meetings. Most were in favor of this idea.
- c. CJ thanked all who had completed her survey on the proposed Open House” planning. CJ had also attended a Public Access staff meeting, and the Public Access staff are aboard with the idea and contributed good ideas. After brief discussion, CJ determined on Spring week 3 as a good time to host the Open House event which will have a “passport and Travel” theme and structure.
- d. AJ sent a letter to the Foundation re: the faculty negotiation survey wherein Q. 12 stated that the Counselors and Librarians were desirous of a 12 month schedule. AJ noted that while the librarians will support the counselors move to 12 months, the librarians are happy with their 10 month schedule.

**ACTION ITEMS SUMMARY:**

**ACTION ITEM: Librarians to aim to complete the weeding project over the winter intersession.**

**ACTION ITEM: MM to set up a TEAMS site to post the old survey for discussion and input. CS to include other questions for consideration.**

**ACTION ITEM: CJ to complete Outreach document and mail to librarians.**

**ACTION ITEM: CS will contact JR to amend the statement re: Library instruction.**

**Meeting adjourned at 3:04pm**