Library Advisory Committee Meeting
October 9, 2006

Staff Present: Dr. Nichol Dolby, Becky Easton, Dan Ferguson, Dr. David Fike, Ann Fry, Joyce Herring, Bobby Hyndman, Dr. Alan Kee, Mark Hanna, and Dr. Jim Powell

Mark Hanna opened the meeting welcoming new and returning members. He emphasized that the Library cannot accomplish its mission without the full support of the faculty and the Library Advisory Committee. The committee reviewed the current *Amarillo College Library Mission and Purpose Statement* dated December 2005. The document is part of AC's Strategic Plan and will assist both the Library staff and committee in preparing for Library's Program Review due December 2006.

Mark expressed his desire to have the committee contribute to the Library's mission and goals in a meaningful way by:
- Assessing whether the Library is meeting its stated mission and goals as written in the PET forms. Does the Library need to re-evaluate its goals?
- The Library's vision, core purpose, and core values are the anchor for the Library in a constantly changing environment.

Discussion between the committee members about the Library and its responsibilities followed:
- A question was raised by the committee about whether the Library would consider taking upon the responsibility for proctoring online testing for distance students.
- The Assessment Center (formally known as the Testing Center) has stated emphatically that they are too busy to take upon this added responsibility.
- The Library Commons on the 2nd floor could be a possible choice where students would have to show ID, have use of computers, etc.
- Is this a role that the Library should pursue? Mark stated that it has not been previously requested as a service and he has several concerns about taking upon this responsibility.
- It was noted that the AC administration has been promoting more online courses as the wave of the future and therefore, a testing/proctoring center will need to be provided.
- At present, any type of assessment, whether online or not, has been under the purview of the faculty member.
- Mark commented that this is a perfect example of a role the Advisory Committee can assist the Library by determining whether this is a "job" that the staff should consider and if so, how should it be conducted.
- One fear expressed was that with the large increases of online students, the need for such services could exceed the Library's ability and staffing to provide proctors and even access to computers.
- President Jones has previously voiced a concern about the already existing computer labs on the AC campus and whether or not they are being utilized to their full extent. Dr. Jones is considering consolidating the labs and one location for such a consolidation would be the CAI Lab and Library Commons located on the Library's 2nd floor.

- ➤ The Administration has stated that the Library will not be receiving any additional funding from AC than currently budgeted at present. If the Library desires to expand its services and/or staffing, it will need to raise money via other means such as grants, etc.
- ➤ A committee member questioned whether the online database costs are rising and how a stagnant budget would affect the Library's ability to provide access. Mark indicated that the costs for the online databases have remained constant over the past few years due to our membership in TexShare where all the colleges and universities in the state collectively bargain for the best prices.
- ➤ The online databases increased the Library's periodical holding from about 600 paper periodicals to thousands of full-text periodicals.

Mark explained to the committee that the Library was undergoing their 5-year Program Review due December 2006. In response, the committee was informed that:
- ➤ The Library as well as the Advisory Committee will be reviewing the goal statements and objectives every year to determine whether they have been met and therefore should be dropped; what objectives have not been met and how the Library might reach their goal; and what new goals the Library should strive for.
- ➤ The Program Review process has changed in the past year to include a new online form.
- ➤ The Program Review is based upon the accreditation standards and agencies including SACs and the various disciplines.
- ➤ Mark's objective is to present the Library's Program Review based upon actual findings, not as a public relations document. Mark desires the review to be transparent presenting both its excellent qualities as well as areas that need improvement.
- ➤ This will force the Library to analyze data, formulate conclusions, and make recommendations to improve the Library and be institutionally effective.
- ➤ Every staff member is required to participate in the Program Review and recently, Mark met with the Library staff to ask for their ideas, reports, and more.
- ➤ Mark will be sending the Advisory Committee a draft of the Library's Program Review for input and suggestions.
- ➤ The web address for viewing the Program Review form is: http://sites.actx.edu/iea/noninstructional.aspx
- ➤ Once completed, the Review Committee in the Spring of 2007 will review the report, make recommendations, and hopefully commendations.

Mark informed the Advisory Committee of the various changes that have occurred in the Library during the past year:
- ➤ L205 and L113 rooms are being enhanced to deliver many new recent technological innovations.
- ➤ This is part of the Library's core purpose – to become a vital organ for AC to complete its mission.
- ➤ Both rooms have been upgraded with acoustic panels, 52" high definition plasma televisions, and digital whiteboards. The funding for these upgrades was provided for by outside grants.
- ➤ As a member of the Harrington Library Consortium (HLC), the Library will be connecting to the TTVN network. This will tie AC into the higher education network using Internet2, which is a bigger pipeline to stream videos and complete other newer technological aspects.

- HLC is willing to provide the funding for the connection and equipment for the TTVN for the next three (3) years.
- The overall plan is for the Library to partner with KACV to provide these rooms to the AC community for collaboration, virtual meetings, video conferencing, web conferencing, etc.
- Mark informed the committee that next week, every unit within the Library building will be meeting to have a planning session to determine if, when, and how to make the whole building a learning community.
- Once completed, training of the Library staff and others on the equipment and its various capabilities will take place as well as marketing the new capabilities to the AC faculty.

Other issues addressed at the meeting included:
- Will the Library ever provide students with access to textbook, especially textbooks available electronically?
- This would allow textbooks to be made available to students without the difficulty of buying/selling a physical book.
- Mark noted that the Library, at present, provides more than 50,000 E-books through the online databases.
- Questions were raised about whether this should be a service provided by the Library along with concerns about copyright.
- Does the Library provide services to the community?
- Mark explained that the AC Library services are free to anyone in the AC community with a library card.
- Amarillo community patrons who have a public library card are allowed to visit the AC Library and check out books through the HLC agreement.
- However, the Library has created a policy to limit community patron use of the computers. The computers located on the 2nd floor are reserved exclusively for AC patrons and the Library's policy states that students and AC staff and faculty members must be served FIRST in the event of any conflict.

The meeting was adjourned at 2:20 p.m.