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| PROGRAM COMMITTEE NAME: | | Library Network Advisory Committee | | | |
| CHAIRPERSON: | Emily Gilbert, MSIS | | | | |
| MEETING DATE: | 4.27.17 | MEETING TIME: | 2:30-3:30 p.m. | MEETING PLACE: | WARE 416 |
| RECORDER: | Melissa Eder | | | PREVIOUS MEETING: | November 6, 2015 |

COMMITTEE MEMBERS

List all members of the committee, then place an X in the box left of name of those present

| | NAME | TITLE | EMPLOYER INFO | PHONE | EMAIL |
|---|-----------------------|---------------------------------------|---------------|--------------|------------------------|
| X | Emily Gilbert | Director of Information Services | AC | 806.371.5403 | e0400185@actx.edu |
| X | Yvonne Stephenson | Instructor, Library | AC | 806.371.5419 | y0438037@actx.edu |
| | Mindy Weathersbee | Instructor, Library | AC | 806.371.5462 | mlweathersbee@actx.edu |
| | Gale Brewer | Instructor, Academic Success | AC | 806-371-5949 | hgbrewer@actx.edu |
| X | Sherri Clowe-Tompkins | Instructor, Mathematics | AC | 806-345-5523 | slclowe@actx.edu |
| X | Sarah Uselding | Assistant Professor, Criminal Justice | AC | 806-354-6051 | seuselding@actx.edu |
| | Steven Beckham | Instructor, Business Administration | AC | 806-371-5242 | scbeckham@actx.edu |
| | Tammy Holmes | Instructor, Mathematics | AC | 806-371-5328 | tdholmes22@actx.edu |
| | Becky Matthews | Instructor, ADN | AC | 806-354-6018 | ramatthews21@actx.edu |
| | Marcia Julian | Instructor, ADN | AC | 806-356-3698 | m0207311@actx.edu |
| X | Brent Cavanaugh | Instructor, Photography | AC | 806-371-5272 | blcavanaugh38@actx.edu |
| X | Sarah Milford | Instructor, LVN | AC | 806-354-6030 | s0198898@actx.edu |
| | Charmaine Powell | Instructor, Social Sciences | AC | 806-371-5281 | lcpowell@actx.edu |
| | Wade Olsen | Professor, EMT | AC | 806-354-6077 | cwolsen@actx.edu |
| X | Pam Ortega | Instructor, English | AC | 806-934-7245 | plfox@actx.edu |
| X | Christy Robinson | Instructor, Success Center | AC | 806-371-5243 | cprobinson@actx.edu |

| AGENDA ITEM | ACTION DISCUSSION INFORMATION | RESPONSIBILITY |
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| Introductions: | Emily introduced herself and the library staff members (Yvonne & Melissa) in attendance. The other committee members introduced themselves as well. | |
| New Division: | Emily announced that along with CTL, Dual Credit, and FYE, the library was moved to a newly-created Division under Becky Burton, now the Dean of Academic Outreach & Support Services. Prior to this reorganization, the library did not have a strong advocate who had the time to promote library interests, beyond the busy VPAA. The creation of the new Division is an attempt to promote better representation of the library at the Dean's Council. All of the offices/departments in the new division had already cooperated with one another, and that will continue. All of the staff are located on the 2 nd and 4 th floors of WARE. If anyone needs to get in touch with the Division, Cheryl Oldham is a great resource. | |

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| | <p>Survey: Emily presented survey results and explained that the survey was reopened after its initial closing date. The hand-written numbers include the original results plus the new results that came in after it was re-opened. A high number of faculty do not use library services at all, but those who do were complimentary, rating the library highly. Emily encouraged the Committee to think of ways to boost library use at the College. How do we get more to use library services?</p> <p>Pam mentioned that Collaborate has worked well on the Dumas Campus. Christy wants to use Collaborate in her online class. Committee members agreed that getting the word out regarding library services would help.</p> <p>Yvonne mentioned that she has made videos to help instructors. She recently made one on evaluating online resources that instructors could embed in their Blackboard courses.</p> <p>Christy suggested sending out emails about library services. Buster sends out the faculty tip emails routinely; we could do something similar. Sarah M. suggested "Do you know how to distinguish a good online source from a bad one? The library can help!" Regular emails along the lines of "Did you know that your librarians can do X" might boost awareness of services people simply forget or never heard about.</p> | <p>Committee members are asked to think of ways to promote the library and to encourage more faculty to take advantage of library services.</p> |
| Statistics for Fall 2016: | <p>The librarians taught about 900 students in Fall of 2016. Pre-assessment scores were at 37% and post-assessments at 69.8%, which reflects an improvement of 86.15%. Library instruction content is tailored to the individual class/instructor/assignment. Basically, these sessions involve information literacy, how to use databases, narrow search topics, distinguish good information from bad, cite sources, avoid plagiarism, etc. Most of the assessment takes place during a single class session, so there is not as much long-term data. There are some 0302 and other English paired classes; however the sessions are no longer taking place in the same way with the 8-week classes. Every speech class takes advantage of library instruction, and FYS has a library component built in to the class. While it is not required of the English department to offer library instruction, about 80% of the 1301 professors take advantage, and some of the 1302 instructors do as well. History, Biology, Allied Health, and Nursing also include library instruction in some of their classes, and Mindy recently taught a copyright lesson in an art class. Some psychology instructors schedule with library</p> | |

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| | instructors or encourage their students to meet with a librarian for extra credit. | |
| AEL Partnership: | <p>The Adult Education and Literacy (AEL) grant based in the Success Center is intended to help individuals get up to the level necessary to take the GED. Many of them have a 2nd-grade reading level and need help getting up to the point of being able to take the GED. Michelle Lamons is heading up this program and has been in touch with Emily about setting up a reading room in the library. The reading room will be in one of two possible locations: the cubicle area behind the circulation desk OR office 404, which is occasionally used by disAbility Services students. Emily planned to meet with Michelle the next day to finalize plans for the reading room. To make the AEL students feel more a part of the library and AC, these students will receive library cards as well. Housed in the reading room will be several early reader books donated to AEL by AISD. Michelle plans to work with English teachers in her program to have students complete book reports over some of these books. The reading room will be in place over the summer. Christy explained that the target population for the AEL grant is identified after prospective students complete entrance testing. Sarah M. mentioned working with indigent populations receiving healthcare and that it would be good to let them know about this program. Emily and Michelle will likely be writing a grant detailing the partnership between the library and AEL; some schools have received funding because of such collaborations.</p> | |
| Announcements: | <p>The library is considering a new humanities database for the 2018 academic year. Emily plans to meet with Vicky Taylor-Gore to determine if any art, music, and photography classes could also benefit from that new database. The library will also consider a database for criminal justice.</p> <p>4 people will be rotating off the committee. Emily will send a list of when each member rotates off. It's a 3-year term. Usually the committee meets once a semester. Fall was Emily's first semester as the Director, so we did not meet then but are now back on track for regular meetings. Members are asked to give Emily suggestions of faculty members who might be good for this committee. She hopes to get a well-rounded group of both library supporters and those who do not necessarily have a strong opinion regarding the library.</p> | <p>Emily will email the membership list indicating when members rotate off this committee.</p> <p>Members are asked to give suggestions of faculty members to serve on this committee.</p> |
| Recording Secretary Signature: | <i>Melissa Eder</i> | Date: 4.28.17 Next Meeting: 2018 |