



Library Subcommittee Minutes

Date of Meeting: October 27, 2016

Present: M. Eshraghi, L. Greenberg, C. Koike, M. Peppers, S. Stretch-Stephenson,
C. Toledo-Corral, M. Wild, H. Yu

Absent: K. Wilson, Post-baccalaureate Student (TBA)

1. **Call to Order**— 10:52 a.m.
2. **Approval of the Agenda (LSC 16/17:04)**
M/s/p (C. Koike) to approve the agenda as submitted.
3. **Approval of Minutes of October 13, 2016**
M/s/p (L. Greenberg) to approve minutes as submitted.

4. **Announcements**

None

5. **Intent to Raise Questions**

C. Koike asked whether we will have the budget allocations for the Library to discuss today? M. Peppers responded that the Library RAAC is meeting next week. The LSC can discuss this at the next meeting.

6. **Reports:**

6.1 EPC Liaison - Linda Greenberg
L. Greenberg provided a report.

6.2 University Library – M. Peppers
M. Peppers provided a report.

6.3 ASI Liaison – TBA

7. **Old Business**

7.1 Library budget issues in AY 2016-17
Postponed until next meeting.

7.2 Feedback from faculty
No further discussion on this topic.

7.3 Collection development

H. Yu explained that the guidelines for collection development which are online for all disciplines and were developed many years ago. There are three collection levels: Basic, Advanced Basic, and Research. There are single purchase books and e-resources. Collections development needs to be a part of the strategic plan.

Comments were made that faculty don't know what Library resources are available. Possible solutions for this:

- Need to reach out to faculty to let them know what the Library has to offer
- Effectiveness of Library Liaisons
- More communications, person-to-person
- Liaisons should attend Department meetings
- Adjunct faculty in particular are unaware of Library resources; need to reach out to them via email – department chairs can assist with this

How long does it take for the Library to receive a title when ordered?
Books take 5-10 days to arrive after ordered.

Questions that are in the faculty and student surveys that are administered in the Spring – share with the LSC.

8. Next Meeting: November 10, 2016

9. Adjournment: M/s/p (C. Koike) to adjourn at 11:47 am.