**Collection Development Meeting**

22 September 2011 at 2:00pm in Rush Reading room.

Attendees: Bill, Cindy, Jane, Frank, Tim, Peggy, Arenthia, Ashley (student assigned to take minutes).

**AGENDA/Discussion**

* Databases

\*Jane and Tim re-organizing

* + **Databases**- changes to be submitted by Jane.

-General Category of Database to be narrowed to top 5:

 1. Academic Search Complete

 2. Arts and Sciences JStor

 3. Oxford Reference

 4. Opposing View Points

 5. Films on Demand

- Split “science” into subcategories; create “speech”, “composition”, and “literature” sections

- Inquire about Dale Hoover’s preference for the Catholic Encyclopedia for “humanities” section

 \* Frank to view supplements to determine if they are beneficial/valuable for student use

It was decided to go ahead with the changes, there may be additional changes from the other District Libraries.

* Smart Board

- Cons: issues with technology, will it be used advantageously, student misuse (\*\*get rid of white boards and markers\*\*), $10,000 and installation would be next semester.

- Pros: more freedom for the instructor, increased functionality in the lab, height friendly.

- Bill says 4-8 weeks, tentatively by next semester and he will follow-up. The group decided that a smart board would improve instruction.

* Faculty Survey
* Bill writing introduction and explanation for the purpose of surveys.
* Feedaback obtained from faculty Library Advisory Committee members.
* Bill will arrange for review by Institutional Research.
* Should be sent out by the second week of October.
* Delivery will be both electronically and in print.
* Steven to place survey on Survey Monkey
* Collections
* G classification next meeting, all had ordered at least five titles for this week no discussion of titles because of time.
* Jane to train Arenthia on “lib” guides

Other Business-

* Discussion of Article: Library instruction and Student GPA correlations
* Network issues/SPIFF Drives: inform students about saving files on public computers
* Establish a period of time in which the files will be saved on the computer
* One Card System/Connect Card in production; all students should have one by January 3rd—students to spread the news

Other Notes:

-Heidi to order 5 pairs of headphones for student academic use

-Staff meeting to be organized for next week about the 6 computers on the floor

- 30 day trial program for interactive projector use \*\*make sure you are capable of turning the program on/off.

Meeting adjourned at 3:15pm, next meeting scheduled for October 6 at 2:00pm.