Librarian Meeting – January 17, 2014

Present: Tim Bishop, Peggy Phetterplace, Cindy Campbell, Frank Dowd, Arenthia Herren, William Shuluk, Jane Bigelow, Chris Ludvigsen

The Reference Collection:

* There is a discussion about whether or not there are enough “go to” reference books to warrant putting them in the reference lab on the shelves. The question arises whether or not it’s a disservice by separating the collection.
* The goal is/was to condense the reference section into three shelving runs.
* Discussion continues about whether or not to separate out the most-used reference books and keep them on a small shelving unit in the reference lab. Jane suggests bringing more of the visual reference books into the lab; this would help serve the Arts/Humanities students especially.
* It is decided that Library Best Practices considers it all right to split the reference section, provided that books in the lab will now be re-classified in the catalog as “Ready Reference,” so there is no confusion about where books are located.
* The consensus is to do one more run through and see if there are any more books that can be weeded from the reference collection.
* Once that is done, Jill is to move the books and condense them on the shelves to give everyone a better idea of what there is left to work with.

Statistics Breakdown:

* Bill suggests that the library needs indicators of how effective the instruction classes are outside of the surveys.
* He is going to work with some ENC 1101 professors to get “works cited” lists from their students’ papers to go through and see what kind of sources they are using.
* The library is also arranging to get every 1101 syllabus, and there is also discussion about needing to get something about the library embedded in all of the syllabi.
* Arenthia suggests having an embedded module in all classes on Canvas for library resources.
* Bill and Jane say that is the case with the online only classes.
* Jane verifies that any data the library is going to gather will go back for three years.
* Jane wants to know all of the ENC 1101 professors (part time & full time) for the past three years. Bill is going to check with Institutional Research on that.
* We will compare that data with our calendar for Instructional sessions.
* Bill wants to have data and then decide how to judge how effective we are. This project is still very much a work in progress.
* The major point in this project is the tie-in between the “works cited” pages of the professors who bring their students in for instructional sessions compared with those who don’t. The compare and contrast between the two should give us some good data on how effective the instructional sessions are.
* \*Goals: Are we effective?
	+ If so, we need to develop an argument for having information about the library embedded in every ENC syllabus.
	+ Bill has read articles saying this is “best practice.”
* Tim suggests informing professors to tell their students to come to the library for help with things such as “narrowing topics,” etc.
* Tim says “kudos to Bill” for working on this, and it is also mentioned that this project could be worked into a Unit Plan in the future.

Ramsdell Film:

* Mike Ramsdell will be premiering his new film in the Rush Auditorium on February 7th, 2014 as part of the Rush Library Film Series. It is also being co-hosted by the Diversity Alliance and the Office of Student Life. This is a follow-up event from his 1st film that was screened at Edison two years ago.
* This will be Ramsdell’s third visit to Edison State College. He has said that he likes the reception at Edison.

Frank’s committee on LIS 2004

* He is taking suggestions on the class
* There is a need for more Audio/Visual learning in the class
* Streamlining is needed as well
* Tim & Frank are working on the structure of the course

Arenthia is working on the Portfolio Ad hoc committee:

* Suggestions are welcomed
* Jane suggests making it electronic
* Arenthia suggests adapting the librarian’s portfolio form
* Tim: Make sure it’s written somewhere how the librarians are evaluated and how it is different from other faculty members.

Arenthia reminds everyone that the lib guides should be gone through again to check for any broken links.

Jane is working on Mental Health Workshops with Stacey Brown.

* She suggests that some people from the library should go- the circulation staff and reference librarians.
* Arenthia suggests having Stacey Brown in to do a district library workshop.

Frank mentions that on this day there is a lunch for employees who give a payroll deduction to the Foundation.

Moving forward on meetings:

\*Regular meetings are important. Meetings are going to try to be scheduled every two-three weeks with a one week lee-way time.

- It’s decided that the tradition of bringing an article to each meeting will be reinstated. Jane has volunteered to bring one to the next meeting.

Peggy mentions that at the moment, the library has one working copier that will only take exact change. This is because we are still in the process of moving to the new copier system.

Tim would like everyone to email him with the agenda items for each meeting- he has volunteered to organize the meetings.

Meeting adjourned: 11:36am