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| **FSW Rush Library** |
| **Librarian’s November Meeting Minutes** |
| **Date:** 11/8/2024 |
| **Time:** 10am-11am |

**Attendees:** Richard Hodges, Krista Biasella, Arenthia Herren, Victoria SanFilippo, Timothy Bishop, Janes Charles, William Shuluk, Karen Kalisz, Peter Van Leeuwen

**Budget Update:**

Dr. Hodges:

-Budget is in good shape

-New strategy was to pay big ticket items early in the fiscal year

-May have funds that need to be spent by March

**Mergent**:

-FLVC didn’t send Mergent quote to us; unable to sign up with them right now

-Peter reached out to Mergent to try and get a contractual price from them

Bill:

-Business Insight and Mergent are comparable

-Gale platform easier for student use/their products have improved

-A good time to trade Mergent out for Business Insight

-Librarians all agreed/will have discussions on the topic before deciding

Arenthia:

-Asked if we can consider Oxford Online

**Capstone:**

Tim:

-A lot to schedule

-Team was able to nail down scheduling

-Adjuncts interested in teaching Capstone

Victoria:

-Asked if we can do a one-day training for adjuncts to help them prepare

-Mentioned that Rebecca Harris said that they can put together our own training

Arenthia:

-Wants to set up a canvas course for the training

-Distributed handouts showing how to set it up

-May ask librarians for examples, can probably finish set up by semester end

Dr. Hodges:

-Asked how long of a time period would the adjunct training be

-Arenthia unsure until the plan is more set

-Mentoring possibility having adjuncts shadow librarians over a semester and be ready to teach the following semester.

Karen:

-Loves the idea of having the online canvas training

-Would be nice to see various teaching styles by shadowing librarians

Tim:

-Would be nice to see the teaching videos and have them available for training

-Adjuncts could shadow when possible

Arenthia:

-RI’s and IDS are different, must find a way to convey that in the training

-Have a chat with adjuncts in Spring Semester explaining it

Dr. Hodges:

-Ideally how many clock hours would they be involved in the classroom in relation to contracts?

-Need to figure out how they would be paid for Asynchronous classes

**School of Liaison Updates:**

SoBT Jane:

-Working with Alisha

-Going to Berlin, Tech University of Berlin as a librarian liaison and meeting with faculty

SoAHSS Arenthia:

-General Education requirement from the state

-Questions on redesigning classes

SoPAS Victoria:

-Working with Professor Sauer and his collections with adding them to Digital Commons

SoE Tim:

-Introducing new faculty to our resources

-Faculty includes Tim in their outings and ask for assistance with the various library databases

SoHP Anthony:

-Invited to the School of Health meetings

-Talks of splitting Nursing into its own school

-Asked to do core video for Nursing

H/G William:

-Assisted in helping professors find equivalent texts for bilingual students

-Acquired 4 new faculty members

-New carpet and painting

Dr. Hodges: Questions?

Meeting adjourned