Collier Campus Library Advisory Committee

October 24, 2012

DRAFT Minutes

Present: Roger Forsythe (Faculty – English), Mary Pasquinelli (Faculty – Nursing), Les Sutter (Faculty - Humanities and Psychology), Oscar Santiago (Student Representative), and Anthony Valenti (Campus Director, Learning Resources)

Excused: Tina Ottman (Faculty – Biology),

1:10 PM Meeting called to order

**Approval of Minutes**

Tony Valenti asked for formal approval of Committee Minutes from Spring 2012 meeting. Roger Forsythe moved for approval and Mary Pasquinelli seconded.

**Member Updates**

Tony introduced Oscar Santiago (Student Representative.) to Committee and stated that there are 2 current openings on the Committee. Tony will see if an e-mail can be sent to Collier Faculty asking for volunteers to serve on the Committee.

**Library Planning Updates**

1. Collier Campus Unit Planning 2012 – 2013 Updates
	1. Goal 1 was to again try to increase Reference services to the Edison Collier campus during the evenings and on Saturdays.
		1. Tony reported that he was granted a budget for a new Part Time, Learning Resources Associate position to cover classes and Reference Service on evenings and Saturdays. The position was posted in August 2012 and there was a great final candidate. Unfortunately, that person was offered a Full Time position where they were currently working and had to decline the position. A second posting in September did not yield any qualified candidates. Tony decided to wait and see if he could be approved for an Adjunct Faculty Librarian. This was approved in October and Tony is currently working with HR and Finance to get a payment estimate based upon a 20 hour work week and hopes to have an Adjunct Faculty Librarian for Spring 2013 semester.
	2. Goal 2 was to try to get one of the two computer classrooms in the Library to be used exclusively for Library Research Instruction and for overflow computer use when all the computers in the computer lab area are in use.
		1. Tony reports that his request for this was denied. It was explained that classroom space is at a premium on the Collier Campus and it could not be justified to remove one computer classroom and dedicate it only for Library Research Instructions. Tony will keep detailed statistics of Library Research Presentations that will detail how many are done in a classroom with no “hands on” opportunity. Hopefully, these statistics will document the need for a computer classroom dedicated to Library Research Instruction.

**Library Updates**

Tony provided the following updates:

1. Pay for Print – Tony reported that the WEPA system was successfully implemented at the beginning of Fall semester with minimal problems.
2. Library Organization/ Reclassification of Positions – Tony reported that there may be some College wide organizational change in the library structure, but it is currently in an informal planning stage. Tony also indicated there is discussion of changing his current position from an Administrative/ Staff position into a Faculty/ Administrative position but again, this is at an informal, discussion stage.
3. College Database Review – Tony stated that the Edison State College Librarians will be meeting to take a detailed look at all the databases, including usage statistics, to determine where some cuts could be made in anticipation of a budget decrease in 2013.
4. Faculty Authors Shelf – Tony reports that he finally received the shelving for showcasing books written or edited by Collier Campus Faculty. Mary asked if books by faculty from other campuses would be included. Tony stated his original intent was to focus on Collier campus faculty specifically, but if there was room, he would include other Edison Faculty.
5. CCLA / Florida Virtual Campus Update – Tony indicated that due to Florida Legislation, all Florida College, University and Public School Library support has been integrated into one organization, Florida Virtual Campus. So far, the reorganization has had no impact on Edison State College Library, but there is a possibility that the Integrated Library System (ILS) could be changed as all of the libraries will have to eventually be on the same ILS.
6. Fall Final Exam Hours – Tony proposed the following extended hours for the library for Fall Final Exams:

 Tuesday, 12/04/12: 7 AM – 10 PM

 Wednesday, 12/05/12: 7 AM – 10 PM

 Thursday, 12/06/12: 7 AM – 10 PM

 Friday, 12/07/12: 7:30 AM – 4:30 PM (Regular Hours)

 Saturday, 12/08/12: 9 AM – 4 PM

 Monday, 12/10/12: 7 AM – 10 PM

 Tuesday, 12/11/12: 7 AM – 10 PM

 Wednesday, 12/12/12: 7 AM – 10 PM

 Thursday, 12/13/12: 7:30 AM – 9 PM (Regular Hours)

This schedule means the Library will be open 11 additional hours for Final Exams. This schedule was approved by the Committee.

1. Winter Break Hours – Tony proposed the following hours for Winter Break:

 Friday, 12/14/12: 8 AM – 4 PM

 Saturday, 12/15/12 LIBRARY CLOSED

 Monday, 12/17/12 8 AM – 4 PM

 Tuesday, 12/18/12: 8 AM – 4 PM

 December 19 2012 – January 1, 2013: COLLEGE CLOSED

 Wednesday, 01/02/13 – Friday, 01/04/13: 8 AM – 4 PM

 Saturday, 01/05/13: LIBRARY CLOSED

 Monday, 01/07/13 Normal Semester Hours Resume

This schedule was approved by the Committee.

**Open Discussion and Additional Items**

1. Les Sutter wanted to know if Collier Campus Library could make popular DVDs available to students as at Lee campus Library. He suggested a DVD drive to encourage students, faculty and staff to donate popular DVDs to Collier Campus collection. Tony agreed this was a good idea and will check with Lee campus Library to see how they display, circulate, etc. the popular DVDs.

1:45 PM Meeting Adjourned