

**Library Faculty Department Meeting Minutes**

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| **Date:** | **April 8th, 2021** |
| **Time:** | **9:00am- 10:20am** |
| **Location:** | **Zoom** |

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| Members | Present | Absent | Excused |
| Timothy Bishop | X |  |  |
| Catherine Carney |  |  | X |
| Jane Charles | X |  |  |
| Jill De Valk |  |  | X |
| Frank Dowd | X |  |  |
| Gerald Franz | X |  |  |
| Arenthia Herren | X |  |  |
| Richard Hodges | X |  |  |
| Karen Kalisz |  |  | X |
| William Shuluk | X |  |  |
| Anthony Valenti | X |  |  |

1. **Dr. Teed and Andrae Jones - Guided Pathways**
   1. Shared screen to deliver a presentation about FSW’s initiative for guided pathways
   2. 10 pathway areas arranged by discipline/degree areas, continuing to be built
   3. Goal: equity of access to education 🡪 “wrap around” support for students, build a “culture of care”
   4. Methods: intake process to create roadmap, embedded advising, progress tracking, feedback, support throughout academic journey, programs designed to
   5. Internships, capstone/QEP course, graduation check and transfer advising, resume building, interview coaching, provide clarity about discipline area connections to future careers
   6. Outcomes: improve retention, reduce excess number of credit hours and number of unnecessary classes to alleviate financial burden, improve transfer rates, expedite graduation times, professional development, close equity gap
   7. Expressed counter argument in opposition to guided pathways would ask if the system limits free choice
   8. Presentation showcased statistics from first-time-in-college students regarding retention and graduation rates (report can be found on FSW’s website)
2. **Follow up on Library Space Improvements Meeting 4/6: Dr. Hodges** 
   1. Awaiting approval for a request for a budget of $300,000 to be utilized to make physical improvements of the library
   2. I.T. Department is in the process of testing door counter systems. Chosen system to be installed in libraries will be determined in the next few weeks

c. ALMA Digital🡪 Arenthia expressed difficulties the system may impose on user

experience. Goal to make transition as seamless as possible. System annual fee is

unclear. DSLG is being explored. I.T. Department needs to review systems before

purchasing.

d. Physical DVD collection: Librarians unanimously agree collection should not

continue to be built. Frank expressed the need to keep specialized DVDs on reserve

for respective departments. Tim agreed to keep DVDs as reserve items and

maintain proper communication among departments who wish to keep materials

available through the library.

1. **Ask a Librarian backup/librarian availability: Arenthia**
   1. Ask A Librarian (AAL) participation will remain, though a new chat feature designated for FSW members will be explored
   2. Improved communication amongst librarians and staff regarding librarian availability will allow for a more seamless process of reference assistance
   3. Back-up reference assistance librarian may be implemented
   4. Need to increase AAL visibility on FSW Library’s website
   5. In-person reference assistance will occur due to increases in campus capacity and courses in Fall 2021
   6. Additional monitors in librarian offices for reference assistance purposes can be requested
   7. Reference point on 2nd floor of the Rush Library will remain, though the desk will be occupied during peak hours based on statistics
2. **End of the Spring Semester and Graduation: Arenthia**
   1. In-person graduation will take place 🡪 divided into three ceremonies for social distancing purposes
   2. Faculty not required to attend. Faculty members who attend will be seated in a private area
   3. Arenthia is point of contact for librarian attendance
   4. Commencement volunteering opportunities are available
3. **Anthony: Update**
   1. SWFLN: The State Legislature approved funding, moves to governor to approve🡪 said based on past outcome criticism, governor will likely not veto

Minutes recorded by Victoria SanFilippo