**Library Faculty Department Meeting Minutes**

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| **Date:** | **March 9th, 2023** |
| **Time:** | **3:00pm- 4:30pm** |
| **Location:** | **J-206** |

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| Members | Present | Absent | Excused |
| Timothy Bishop | X |  |  |
| Jane Charles |  |  | X |
| Arenthia Herren  | X |  |  |
| Richard Hodges  | X |  |  |
| Martin McClinton  |  |  | X |
| William Shuluk | X |  |  |
| Anthony Valenti | X |  |  |
| Victoria SanFilippo | X |  |  |
| Peter Van Leeuwen | X |  |  |
| Matthew Vivyan | X |  |  |

1. Creative Capstone Embedded Librarians Discussion – Dr. Vivyan
	1. Discussed the need for librarians to have a continued physical presence in Capstone courses
	2. Proposed a new schedule for Capstone courses
		1. Requests librarians to set up a formal meeting before each semester with instructors for each section to discuss mutual expectations
2. Discussed three “Library Workshops” taking place in the Capstone course classroom where librarians assist students in narrowing topics, doing background research, and finding expert information. It was noted that librarians can do these workshops in their own way as long as the learning outcome is met.
	1. Suggested that librarians create an inward-facing LibGuide where resources geared toward most popular Capstone research topics are stored
3. Library Database Survey Discussion – Dr. Hodges
	1. Survey recorded faculty responses from each school department
	2. Results indicated a low response rate (32 responses)
		1. Discussed the need for increased library advertisement and stronger faculty relationships to garner greater library/database usage
	3. EBSCOhost database and Google Scholar used the most
	4. Discussion ensued on whether to keep ProQuest Central

Minutes recorded by Krista Biasella