

CSM Library Advisory Committee
Meeting Summary
October 8, 2013, 1 – 2:15 PM, Library Classroom 9-200

Members Present:

Stephanie Alexander (co-chair), John Boggs, Janet Black, Roberta Reynolds (co-chair), Darryl Stanford, Lily Vorobey, Martha Menendez, Lorrita Ford, Bill Callahan (Vice Chair of the Student Senate, Student Representative)

ORDER OF BUSINESS

The draft of the minutes of the May 8, 2013 meeting were approved by Roberta Reynolds and seconded by John Boggs.

ISSUES DISCUSSED

Co-Chair and Secretary Roles; Representation at IPBC

Volunteers were solicited for the co-chair and secretary roles. Roberta Reynolds may serve as Co-Chair with Stephanie Alexander. No volunteers came forward to fill the secretary role. It was decided that the position of secretary would be rotated alphabetically.

The Library Advisory Committee needs to send a representative to the IPBC meetings. The co-chairs will share this duty for the fall semester.

Mission and Tasks of the Library Advisory Committee

The Committee reviewed and discussed the Mission and Tasks and Bylaws documents for the Library Advisory Committee. The Mission and Tasks document was reviewed and approved without changes.

Bylaws of the Library Advisory Committee

The Committee reviewed and discussed the Bylaws of the Library Advisory Committee. The Bylaws were drafted and approved by the Committee in 2011, but were not ratified by the Academic Senate at that time. The Committee discussed slightly modifying the wording of the beginning of the bylaws document. The revision will be reviewed and approved at the next committee meeting. Once approved, a committee representative will request to have the bylaws of the Library Advisory Committee discussed at a future Academic Senate meeting.

Committee goals for 2013-2014

The committee brainstormed a list of goals for 2013-2014. Discussion will continue at the Committee's next meeting.

Library and Learning Support Services Self-Evaluation Accreditation Report

The Library self-evaluation report was discussed. Committee members will visit the Library website to become familiar with some of the services and programs that the library has undertaken: Athletes as Readers and Leaders (<http://collegeofsanmateo.edu/library/arl/>), and the CSM Library Makerspace (<http://collegeofsanmateo.edu/library/makerspace.php>), for example.

Results of the Performance Indicators Survey (Spring 2013)

Discussion tabled for the next meeting.

Next Meeting

A Doodle Poll will be distributed to committee members to determine the date of the next meeting.