

LIBRARY ADVISORY COMMITTEE
A Subcommittee of the Academic Senate Governing Council

MINUTES

Tuesday, February 20, 2018, 4:00-5:00 p.m.

Location: 18-205

Present: Sarah Mangin, Michelle Mullane, Darryl Stanford, Ellie Tayag

Meeting called to order at 4:05pm

Approval of agenda

Discussion

- A. Ellie's Library Report (attached below): Library intends to transform the Maker Space to a dedicated space, with self-service materials and access. Daryl is interested in donating materials. Call to advertise the new reference librarian research help available at the Learning Center on Tuesdays, 9am-noon. We shared concern about the loss of quiet carrel work stations for students due to ADA accessibility problems. We are interested replacing those work stations in a way that complies with accessibility rules because we know our students rely on quiet, low-distraction environments with power outlets to do their work.
- B. This semester the Library website has a new orientation/instruction booking form. Sarah appreciated the immediate visibility of open time slots. Since the new booking form doesn't ask for assignment details, should faculty wait for an appointment confirmation first before beginning that dialogue? Any input from faculty on this new system is welcome.
- C. Announcement of Swank Digital Campus for streaming films. Requests for film titles can be sent to Stephanie Roach.
- D. Potential Academic Senate Subcommittee Reconfiguration: We have some questions and concerns about the LAC possibly joining the CAC and CAE, including: What would the new meeting structure look like? What's the overall goal of the new committee? Are we implicitly taking on three times the responsibility and workload? What would leadership of the new committee look like, and how would we ensure that voices and interests are represented equitably? Would we dilute the work or efficacy of the individual committees?
- E. Review of drafts of College of San Mateo Mission Statement and Vision and Values Statement: We approve and especially appreciate the explicit reference to information literacy.
- F. Decision to change LAC meeting location to 18-205.

Meeting adjourned at 5:00pm

Next Meeting: Tuesday, March 20th 4:00-5:00pm in 18-205

CSM LIBRARY ACTIVITIES
Report prepared for Library Advisory Committee
February 20, 2018

Makerspace + Library Transformation

CCC Maker Grant

Phase I		Phase II	Technology
	Design		
	Collaborative Furniture		Modular walls
	Space: storage		Additional equipment
	Flooring + Power		
	Laser cutter		
	White board wall finish		

Timeline: Mar 27-30: Move out old furniture; May 29: Flooring, paint, storage, new furniture

REFERENCE CORE COLLECTION

Accessing reference to create a Reference Core Collection. Weeding, replacing, electronic, etc.

Timeline: Mar 17: Weeding done; Mar 20-23: Shifting

NEW SERVICES

Research Help w/ a Librarian @Learning Center: Tuesdays 9am-12noon

ADA ACCESSIBILITY – 2nd FL

Library carrels in stacks (16 seats)

FIELD TRIPS: MAKERSPACES

Jan 26	D-school at Stanford
Feb 14	D-school at Stanford w/ Scott & Scott
Mar 9	Jacobs Institute for Design Innovation at UC Berkeley
TBD	FabLab @Skyline

PERSONNEL

- **Tracey Gilfether** is our new Library Support Specialist (LSS) and started January 22. Tracey is replacing Martha Menendez, who retired in December 2018.
- Searching for new Adjunct Librarian for Tuesdays reference desk + instruction

SPRING PIPELINE

CCC State-wide Integrated Library System planning

PARKING LOT

Website Redesign w/Marketing & Communication
Strategic Planning
MLIS Internships
Archives
100th Anniversary