Agenda
Learning Resources (Library) Committee Meeting
Friday, March 14, 2014
11:00 AM
ITV Room 423 in Vernon and 717 at CCC

I.   Call meeting to order.

II.   Discuss library survey results.

        A.   Student Survey of Library Services (on-site student-Vernon)-Fall 2013
        B.   Library Survey of Online Students-Fall 2013

III.   Review library objectives included in Annual Action Plan 2014-2015.

IV.   Review accomplishment of Committee recommendations from October
        meeting.

V.   Updates:
        A.   E-books
        B.   SACS Fifth-Year Interim Report
        C.   Promotional initiatives
        D.   Student computer replacements
        E.   Virtual library assistance using Collaborate at STC and Seymour
        F.   Vernon College Library Institutional Effectiveness Plan

VI.   Adjourn

I. Chair, Marian Grona called the meeting to order at 11:00 AM.

II. Attendance:

Member	Present	Not Present
Marian Grona, Chair	X	
Beth Arnold	X	
Kathy Barfield		X
Annette Bever	X	
Misti Brock		X
John Hennington	X	
Christina Hoffmaster	X	
Dean Johnston	X	
Thomas McNeely	X	
Margaret Patin		X
Cassie Shaw		X
Stephen Stafford	X	
Joanna Van Sant	X	
Sjohonton Fanner-Representing SGA	X	

III. Approval of Minutes from October 4, 2013 Meeting
   The Chair reminded the committee that the minutes had already been approved
   electronically by a quorum of 9 members. Three members abstained from voting.

IV. Committee Recommendations from October 4, 2013 Meeting
   The Chair noted the library's efforts to address the committee's recommendations and
   suggestions as listed below:
   A. Administration of faculty surveys during January staff development: Marian explained
      that it was too late to include the surveys on the agenda; however, she was exploring the
      possibility of administering the surveys during the various division meetings as a means
      to increase participation.
   B. Posting of faculty video of library services on website: It was verified that a copy of the
      photo release form signed by all participants was not needed prior to posting the video
      online.

C. Installation of perpendicular sign for CCC Library: The library has not yet received approval for the installation of the sign.
D. Student participation in the development of library orientation video: Marian explained that Jack Williams had indicated that he would seek volunteers from his theater or speech classes to assist with the video.
E. Updating of survey options by replacing "fair" with "satisfactory." This recommendation was still under consideration.

V. Library Survey Results: The meeting handout included survey results collected during the Fall 2013 for on-site students in Vernon and for online students.
Data collected in the Fall 2012 was provided in red type for comparison purposes. Marian further noted that only those responses offering an opinion were used in the adjusted calculations.

    A. Student Survey of Library Services (On-site students - **Vernon**)
       The Chair opened the discussion by highlighting some of the data.

       1. All services received approval ratings within the 90 percentile range with the exception of hours of operation which received an approval rating of 86%.
       2. Of those students offering an opinion, 95% rated the overall quality of library services as excellent or good, while 4% rated the overall quality as fair.

    B. Library Survey of Online Students
       The Chair noted the following:

       1. The library processed 98 surveys as compared to 65 the previous year. A link to the survey was posted as an announcement within Blackboard.   The posting may have generated more attention and participation.
       2. The survey instrument was updated to determine user awareness of as well as satisfaction with the services offered.
       3. Data indicated that a significant number of students were unaware of online reference assistance (25%) or of the ability to request books from the main collection in Vernon (40%). Additionally, students did not realize that databases were available (15%) or could be searched off campus (12%).
       4. Surveys also indicated a significant number of students offering "No Basis for Opinion" when asked to evaluate book collections, Intra-library Loan, and online assistance.
       5. **Online Orientation**: In an effort to increase awareness of library services among online students, the library presented a live, online orientation to library services using Collaborate.
         a. The orientation was scheduled on March 4th at 3:00 PM and was advertised via an announcement posted within Blackboard. Additionally, an email was sent to all students.
         b. One participant logged on to the orientation.
         c. The library will explore ways to better promote the orientations through email reminders, postings on Facebook, and faculty notifications.

VI. Annual Action Plan Objectives for 2014-2015
    A. The Chair noted the following objectives included in the
       Annual Action Plan.
       1. Summer hours in Vernon: The library will extend weekday hours until 9:00 PM
          during the summer in Vernon.
          a. This recommendation was based on employee observations of student usage.
       2. Marketing and Outreach: The Chair explained that the following strategies will be
          implemented as a means to increase awareness of library services.
          a. Develop library orientation to post via website: The orientation will include links
             to library information and tours.
          b. Request student assistance in producing video tours of libraries in Vernon and at
             CCC.   Marian noted that the tours would be an ideal way of promoting library
             services during new student orientations sponsored by Student Services.
          c. Promote library services for Seymour students via face to face or online
             orientations using Collaborate during each semester. Marian noted that she had
             recently traveled to Seymour to present information on how to access eBooks,
             databases, and online test preparation through Learning Express Library.
          d. Present live, virtual orientations using Collaborate.   Marian stated that the
             first of these orientations had already been presented on March 4th with one
             participant logging in.
          e. Continue sponsoring information tables at CCC and STC.

VII. Updates: The Committee was updated on the following topics:
    A. eBooks: Marian explained that she presented staff development sessions in November
       on how to download eBooks to iPads, Kindles, and Nooks.
    B. SACS Fifth-Year Interim Report: Marian explained that she is currently collecting
       supporting documentation to include with the narrative. The narrative will also
       undergo reviews and updates in preparation for the final submittal in September.
       1. Library services are included under Core Requirement 2.10: Student Support
          Services which states: "The institution provides student support programs,
          services, and activities consistent with its mission that are intended to promote
          student learning and enhance development of its students."
    C. Computer replacements: The Committee was notified that all student computers in
       Vernon and at STC have been replaced.
    D. Staff development: The Chair noted that the Texas Library Association Conference
       was scheduled on April 8-11 in San Antonio.   Marian Grona and CCC librarian,
       Stephen Stafford were scheduled to attend the conference.
    E. Vernon College Library Institutional Effectiveness Plan: Marian explained that all
       departments not currently undergoing program/discipline evaluations were asked to
       complete an Institutional Effectiveness Plan which includes a statement of purpose,
       expected outcomes, and assessments used to measure outcomes.
       1. A copy of the library's Institutional Effectiveness Plan was included on the
          meeting outline distributed to committee members.
    F. Marian updated the committee on library staffing and noted the recent resignation of
       Kristan Neeb, Library Associate at CCC.
VIII. The meeting was adjourned at 11:30 AM.