

Learning Resources/Library Committee Meeting

Agenda

Friday, October 11, 2024

10:00 a.m.

Online Meeting

The Committee will review/discuss the following topics:

- I. Committee Responsibilities
- II. Introduction and Welcome of New Members
- III. Update on Library Staffing
- IV. Library Survey Data Collected during the Spring 2024
 - A. Faculty Survey of Library Services
 - B. Library Survey of Dual Credit/Concurrent Enrollment Students
 - C. Library Survey of Online Students
 - D. Library Survey of On-Site Students (CCC, Vernon, STC)
- V. Promotional Initiatives

Minutes
Learning Resources/Library Committee
October 11, 2024
Online Meeting

I. Attendance

A. Present

1. Jaime Aleman
2. Julata Brooks
3. Steven Ellerkamp
4. Christina Hoffmaster
5. Dean Johnston
6. Linda Kalski
7. Kimberly Long
8. Shani Page

B. Not Present

1. Annette Bever
2. Mark Cisneros
3. Mark Roberson
4. Sharon Wallace
5. Angela Ward

II. Welcome of New Members

- A. The Chair welcomed Jaime Aleman to the Library Committee. She noted that Jaime joined the library team on a full-time basis in August.

III. Approval of Minutes

- A. Marian noted that the minutes from the April 5, 2024 meeting had been approved electronically by a quorum of 9 members.
- B. She also reminded members that minutes from previous meetings were available online at <https://vernoncollege.edu/learning-resources>

IV. Staffing Update

- A. The Chair noted that Stephen Stafford retired in August after 25 years of service in the library.
- B. She also welcomed Jaime Aleman to the library team.

V. Committee Responsibilities

- A. Marian stated that a key responsibility is assisting in the planning and evaluation of library services.
1. She noted that surveys are reviewed to determine areas for improvement.
- B. Responsibilities addressing records management were reviewed.

1. As the designated Records Management Officer for Vernon College, the Chair explained that she updates departments on changes in retention schedules established by the Texas State Library and Archives Commission.
 - a. Records management with the Texas State Library establishes rules on how to manage information throughout the College.
 - b. Specifically, it sets guidelines on how long information is retained before it can be discarded.
- VI. Survey Results: The Chair highlighted data collected from on-site and distance learners.
- A. Century City Center
 1. Marian noted that approval ratings for library services are consistently high among CCC students.
 - a. Comments are also very complimentary of library staff.
 2. When asked to evaluate the library website, 99% of students agreed the library website provides convenient access to library resources and services.
 - a. Individuals have commented on how the website is user friendly, easy to navigate, and well organized.
 - b. Marian shared that the library's website was used as a main artifact to include with the Student Support Services section of the SACSCOC Fifth Year Report.
 - B. Skills Training Center
 1. Marian noted the low participation rate with only 13 participants.
 2. She explained the survey was advertised in Canvas, via email, and through flyers with QR codes distributed during each class session.
 3. The ability to locate articles via the library's databases received an approval rating of 80%, below the targeted range of 85%.
 - a. There was a high margin of error with only 5 of the 13 respondents offering an opinion.
 - C. Dual Credit Students
 1. The library processed 24 surveys, more than the 19 surveys collected in 2023.
 2. Approval ratings were good.
 3. Six of the 24 respondents did not know library assistance was available via live chat.
 - D. Vernon Campus
 1. All services received approval ratings of 92% or higher.
 2. Ninety-six percent of students rated the overall quality of library services as good or excellent.
 - E. Online Students
 1. All ratings were at or above our targeted 85% approval rating as per the library's Institutional Effectiveness (IE) Plan.
 - a. The expected outcome in the IE Plan is: Ensure library resources, services, and facilities meet the needs of students and faculty as evidenced by approval ratings of at least 85%.
 - F. Faculty Survey

1. Instructors were either pleased with the services or offered no basis for opinion.
2. The library has seen a drop in approval for the overall quality of library databases.
 - a. The overall quality was rated average or above by 83% of faculty.
 - b. Marian noted that this drop is likely attributable to losing access to Ebsco databases such as Academic Search Complete.
 - c. TexShare cancelled Ebsco databases and awarded the main database contract to Gale/Cengage Learning.
 - d. Marian noted a concern she had with Gale resources not providing author credentials for scholarly articles located in Gale OneFile Nursing and Allied Health. She noted; however, that Proquest's Nursing and Allied Health provided similar journal coverage along with author credentials as required for nursing research.
3. The Chair also addressed a survey comment requesting that a link to the library be placed in Canvas for each class.
 - a. Marian noted that she had also spoken to several instructors with the same recommendation.
 - b. Crystal Tate, Director of Distance Education and Learning Technologies, explained that a link to the library was in the Help Menu, but not in the navigation bar. She noted that adding a link to the navigation bar is difficult and requires programming skills. She mentioned that links could be placed in many different places within Canvas.

VII. Promotional Initiatives

A. VC Library Welcome Center Events

1. Welcome Center events were scheduled in Vernon, CCC, and STC on September 4th and 5th.
 - a. The Welcome Centers included Q&A, library information on database search tips and downloading e-books, refreshments, and prizes.

B. Resource Fairs

1. The library also participated in Resource Fairs in Vernon and at CCC on September 10th and 11th.

VIII. Adjournment

- A. The meeting was adjourned at 10:35 a.m.