

Agenda
Learning Resources/Library Committee Meeting
March 13, 2020
ITV Rooms 423 in Vernon and 717 at CCC
10:00 a.m.

During the meeting, members will review/discuss the following topics:

- I. Library Survey Results Collected in the Fall 2019
 - A. Student Survey of Library Services (on-site students in Vernon)
 - B. Library Survey of Online Students

- II. Library Staffing

- III. Library Initiatives
 - A. Leisurely Seating Area
 - B. Periodical Shelving

- IV. Research Guides

- V. Library Website

- VI. Library Automation Software Update

Learning Resources/Library Committee Meeting Minutes

March 13, 2020

ITV Rooms 423 in Vernon and 717 at CCC

10:00 a.m.

Attendance:

	Present	Not Present
Beth Arnold		x
Annette Bever		x
Brent Braswell		x
Tracy Catlin	x	
Christina Hoffmaster	x	
Dean Johnston	x	
Thomas McNeely	x	
Melanie Milner		x
Joe Onder		x
Mark Roberson	x	
Amanda Snook	x	
Stephen Stafford	x	
Angela Ward		x

I. The Chair noted that the minutes from the October 11th meeting had been approved electronically by a quorum of 9 members.

II. Members reviewed survey results collected in the fall.

A. Student Survey of Library Services (on-site students in Vernon)

1. The Chair noted that the library processed 178 surveys.
2. She further noted that all services received approval ratings of 86% or higher.
 - a. The library met its goal of achieving 85% or higher as per the library's Institutional Effectiveness Plan.
 - b. Approval for library hours was at 86%, a percentage point higher than last year.

- c. Ninety-five percent of students rated the overall quality of library services as good or excellent.
- d. Surveys showed that students were unfamiliar with the ability to request books/articles which are unavailable within the VC library system. The Chair noted that the new homepage design would make it easier for student to find information on ILL and other services.

III. New Library Homepage Design

- A. Members viewed the proposed layout and design for the new homepage.
 1. The Chair noted that the new design would be better organized and less cluttered.
 2. Popular options would be prominently displayed and more easily located on the homepage.
 - a. Major links would provide access to databases, the library catalog, and research assistance.
 - b. Tabs located across the upper menu bar would include About the Library and Cite Your Sources.
 1. Cite Your Sources would link to the Purdue Online Writing Lab.
 2. About the Library would include links to hours, staffing information, and library policies.
 3. It was noted that the new homepage design provided better navigation to library resources and services.

IV. Library Survey of Online Students

- A. The Chair highlighted data collected from online students.
 1. The library processed 154 surveys. There were 230 surveys processed in the fall 2018.
 2. All services received approval ratings of 86% or higher.
 3. Surveys showed that 38 students did not know library assistance was available via email or live chat.
 - a. Marian noted that the live chat widget would be prominently displayed on the homepage to improve accessibility.
 4. Members were reminded that approval ratings are based on those students actually utilizing the services and offering an opinion.

V. Library Staffing

- A. The Chair noted that the library had hired a full-time administrative assistant to work

in the Wright Library in Vernon. Krista Parrett was scheduled to begin working full-time after Spring Break.

- B. It was also noted that Emily Harmon, CCC Administrative Assistant hired in August, was doing a great job. The library appreciates her attention to detail and customer service orientated approach to assisting students, faculty, and staff.

VI. Library Initiatives

- A. New Leisurely Seating Area: The committee viewed pictures of the new seating area developed after withdrawing the two shelves of periodical back issues.
 - 1. Marian stated that she had received several compliments on the new open feel to the area and on the unobstructed view from the window.
 - 2. The new periodical-shelving units installed in the area provide a visually appealing display and improved access to the journals.
- B. Research Guides
 - 1. Marian noted that she had received input from faculty on how to improve the content of the research guides.
 - a. The feedback is a component of an Inquiry Based Learning assignment for the QEP faculty course.
 - b. Feedback has included recommendations for books, websites, and new content.

VII. Library Automation Software

- A. Marian notified the committee that the library planned to upgrade its automation software in the summer.
 - 1. The upgrade will include a new interface for the library catalog as well as upgraded circulation and cataloging modules.
 - 2. Marian compared the current catalog to the upgraded interface scheduled for the summer.
 - a. She also demonstrated how the new catalog will be a more user-friendly and intuitive interface for locating e-books and other resources in various formats.
 - b. Members saw images of the virtual book display included as an optional feature with the new catalog interface.
 - 3. Members complimented the design of the new catalog.

VIII. Auction

- A. The Chair updated the committee on the number of periodicals and VHS sold in the

VC Foundation Auction.

1. She explained that 8 of the 20 boxes of journals and the single box of audio cassettes were sold.
2. None of the 8 boxes of VHS tapes were sold.
3. It was noted that the unsold items could be placed in the STSA Garage Sale.

IX. Disinfecting Wipes: Marian noted that canisters of disinfecting wipes were available in Vernon and at CCC for disinfecting the keyboards and mice.

X. Adjournment: The meeting was adjourned at 11:40 a.m.