

**LRC COMMITTEE
MINUTES FOR APRIL 10, 2015
12:00 NOON, ROOM 203B**

Present: Crystal Harbert, Arlene Kuca, John Reho, Pat Stroud (Presiding)

Excused: Linda Fletcher, Carry DeAtley

Absent: Debra Fitzgerald, Sara Hupp, Ina Masteller

I. Approval of Minutes from the February 6, 2015 meeting

Pat Stroud brought the meeting to order and the February 6th minutes were reviewed. John Reho made a motion to approve the minutes. Crystal Harbert seconded the motion. All were in favor. The minutes are accepted and will be posted.

II. Director's Report:

A. Staff – Lee Ann Blair was made a permanent employee on February 18th. Pearl Foston's position is not being filled. Carry DeAtley suggested that the Wheeling LRC employ work-study students. Wheeling requested one and Taylor Fazen began work at the end of March. So far she has not been very reliable.

Staff used Spring Break to take some vacation days that they would lose if not taken. Pat Stroud took the entire week off with other staff taking one to three days.

The NM LRC was closed February 19 and 20 – Lee Ann could not make it in to work. NM and WH LRCs were closed on March 5 due to weather, Weirton opened but late.

B. Budget – All equipment for this year's capital project in rooms 203 and 204 in the B&O has arrived. The laptops are set up and the large monitors are just waiting for maintenance to install. The LRC OTPS budget has been approved with an increase of \$9000 for next year.

C. Nursing Accreditation – Pat Stroud met with members of the Nursing Accreditation team on March 10th in the Wheeling LRC. One issue brought up was having some older nursing books in our reference collections and whether or not to use stickers on the books to designate them as older books. The team member was informed that at the last accreditation we were told not to use stickers and they were removed. She consulted with the rest of the team and we were told to use the stickers.

D. Women's History Month – all LRCs had displays celebrating the month.

E. Copiers – Print management – the pcounter software and the swipe device was installed only on the Wheeling LRC main copier for testing purposes. The swipe device is small and needs to be attached to the copier. Pat Stroud also suggested that the students need the option to log in to their print jobs from the key pad in case they have forgotten their student ID. LRC staff should also have some type of release or override to release a print job if needed. The LRC will be the main computers to have the swipe device. All printers/copiers in the computer labs and elsewhere will only use the pcounter software to automatically charge students when they send documents to the copiers – no swipe involved.

F. Camtasia videos - Lee Ann Blair (NM) has completed two LRC services videos. These will be housed on the WVNCC YouTube page. Hilary Curto needs to see them and then she will upload to the page. In the future we may be able to upload the videos ourselves.

G. First Year Seminar – Pat Stroud is adapting to the new workshop format for the First Year Seminars. She attended a meeting where the format was explained and each workshop area was shown calendars for their proposed meeting dates. Each area has to create the dates the workshops will be given in the fall. The LRC workshops need to be held in computer labs so we must wait for the fall schedules before these can be set up. These dates are to be submitted by April 15. Pat Stroud will meet with Lee Ann Blair in NM to set up the LRC workshop schedule. Pat felt that the workshops will add a lot more to her teaching schedule and is concerned with the small staff in the libraries disrupting this teaching.

III. National Library Week – April 12-18

The theme for the week is: Unlimited Possibilities@your library. The LRCs will ask students to write why they have come to the library on sticky notes that will be placed on our bulletin boards promoting National Library Week. The LRCs will also have cookies, candy, and small notebooks to distribute during the week. An email message will be sent out to faculty and staff promoting the week and asking them to participate.

IV. Mission Statement

Pat Stroud passed out a handout of the current LRC Mission Statement and four new statements that were created by LRC staff. The committee chose the following statement:

West Virginia Northern Community College Learning Resource Center's mission is to provide quality support for the academic and life-long learning needs of the college's students, faculty, staff, and community residents. The Learning Resource Center will fulfill this mission by maintaining an appropriately staffed library on each of the three West Virginia Northern Community College campuses. It will strive to have the campus library maintain a fiscally sound, relevant, and up-to-date collection of both print and digital resources. The Learning Resource Center will also provide services such as Inter-Library Loan, student course testing and instructional programs for information literacy skills to empower individuals to achieve their academic and life-long learning goals.

There was some discussion on the use of the word appropriately in the staffing sentence, but it was decided to keep it there. Pat Stroud will distribute this new statement to LRC staff for further comment.

V. Library Future Concerns

Pat Stroud discussed some of her future concerns for the libraries including:

Library Hours - with less staff this will lead to fewer operating hours especially on the Weirton Campus. Our current operating hours are the least of any other academic library in the state. What should be done in Wheeling with so few students here in the evening? Should morning or evening hours be cut?

Testing Service – This service serves less and less students. The question of what testing service will be needed in the future at WVNCC was discussed.

New Services – with the loss of staff, Pat questioned the ability to offer any new services that are arriving in academic libraries. These included: Plagiarism boot camps, updated media resources for students to create research that incorporates sound and video, 3D printing with maker spaces, etc.

Student Knowledge – The place of Information Literacy and the handling of information by our students in the future was discussed.

VI. Other

Pat Stroud thanked the committee for their service for the past years. A new committee structure was going to be discussed with the possibility of all new members next year and Pat wanted the present members to know how much she appreciated their support.

The meeting was adjourned at 12:56 pm. And will be the last meeting of this semester.

Submitted by,

Patricia Stroud