

**LRC COMMITTEE
MINUTES FOR FEBRUARY 3, 2017
12:00 P.M., ROOM 203B**

Present: Donna Hans, Mary Merz, Courtney O'Connor, John Reho, Patricia Stroud (presiding)

Absent: Kathy Herrington

Excused: Debra Fitzgerald

I. Greetings and Attendance – Meeting began at 12:05 P.M.

See above. Minutes from the November 4, 2016 meeting were approved online and posted.

II. Director's Report

Dr. Carry DeAtley has left her position at the college. Mike Koon is now the Interim Vice President of Academic Affairs and is the supervisor of the libraries.

A. Staff

Linda Fletcher retired on January 3, 2017. Elaine Wood was hired in Linda's position on January 9th. She is doing well in picking up all of the job duties. We have to wait until later in February to start her on the training to receive a purchasing card for the library.

Lee Ann Blair will be handling her duties in the NM LRC and traveling to Wheeling to work on Fridays. Lee Ann will be doing the cataloging of materials for the libraries now. A work-study student and Dennis Bills will assist in NM on Fridays when Lee Ann is in Wheeling.

Other staff: Nancy Nosko is in Weirton.

Part-time employees – Tillie Ossman and Megan Calabrese are in Wheeling. Megan was just hired in October as a temporary employee. I will try to have her designated as a part-time regular employee (Tillie's job title) in order to ensure our evening hours to 7:00 in Wheeling for the future.

B. Budget

At a Budget Committee meeting on January 10th, Mr. Sayre discussed the college capital requests and explained the three budget lines that the college has – tuition, auxiliary, and capital. We looked at a College Rule that describes capital assets (College Rule on Asset Capitalization). Included in assets were library books and audiovisual items (print and DVD only). These items depreciate over time (7 years). He wants these items moved from our OTPS budget to a capital request. He then gave the library a capital budget line of \$5000 for FY 18. We actually only spent \$3,600 on print last year. There is a lot less demand for books in print and DVDs but now we will have more to spend.

OTPS budgets were discussed but not yet required. I have been working on the LRC OTPS budget as these were usually due in December. Because of the change in the capital line, I will not have an increase in the OTPS budget (a \$1200 decrease) with a total request of \$112,400 - even with the increase in cost of online databases, eBooks and print magazines and newspapers.

None of this includes the cost of any agreement for database in the WVCTC group project.

C. Promotions

February is Black History Month (Crisis in Black Education). Displays are in the LRCs and lollipops will be given out to students all month. In March it will be Women's History Month and in April it is National Library Week (April 9-15) with the theme again of Libraries Transform.

III. WVCTC Database Update

A Skype meeting was held Monday January 30th for this group which is trying to create a group of statewide databases for the community colleges. This will save money for each college in the long run. Pat had sent out trials for the groups of databases being considered from the EBSCO, Gale, and ProQuest companies back in the fall. A survey link was sent out to all faculty in December/January. The WVCTC group felt that response to the survey was adequate. Some colleges had a great deal of responses, others did not (WVNCC had seven responses). The survey is still open. Results of the survey so far is that most wanted the librarians at their institutions to make the decision on which databases to use. The next responses in order, wanted the EBSCO group, then ProQuest, and last the Gale group. Pat was asked to send an FTE count from the college. Hope Coffield gave me 1253 FTE for WVNCC. The cost to us will be based on the FTE. The final decision by the group will be based on the cost and this decision should be made by the end of February. Whatever databases that we own that are not in the group, we would have to continue to purchase on our own. A discussion of the use of some of our current databases was held and of which databases that we would need to purchase (Credo, SIRS, and OVID).

IV. Information Literacy Update

The ALA (American Library Association) and the ACRL (Association of College and Research Libraries) are the governing bodies in the library field that create the standards, procedures and rules that libraries follow. The ACRL has rescinded the long-time Information Literacy Competency Standards for higher Education (2000) and officially replaced them with the Association of College and Research Libraries' Framework for Information Literacy for Higher Education (2016). A hand out giving the details on both sets was handed out. The standards were basically skills to be attained, the framework is based on knowledge concepts. The standards have been incorporated into the Library and Information Literacy Workshop that is part of our First Year Seminar (FYS) orientation. Pat does not feel that the new framework would easily fit into our student's learning outcomes. FYS workshops will change next fall which will include a flipped classroom. Students will absorb the content on their own before meeting for a 30 minute workshop. Pat feels this will give even less time to get our services across. Discussion was held on the FYS and the Information Literacy concepts. No big need was seen in changing from the standards to the framework at this time.

V. Other

Pat used this area to give the group a handout on the planned LRC-Co-Curricular Assessment that is being required in the spring semester. Hope Coffield did training sessions for the LRC, student services, financial aid, and student activities to come up with an assessment project for the spring. Pat will be assessing her orientations in the spring English Comp I sessions.

As there was no other business, the meeting was adjourned at 12:53 P.M. with Donna Hans requesting the adjournment and Courtney O'Connor seconding the motion.

Next Meeting: No meeting in March as Pat has a scheduled orientation on the first Friday.

Respectfully submitted,
Patricia Stroud
Library Director