

Library Committee Meeting Minutes

11-5-2008

2-4pm, Oviatt 373

Approved 2-4-2009

Present: Joyce Broussard, Susan Curzon, Aimie Kachingwe, Ashley Geng, Christopher Magra, James Chong, Lesley Krane, Lynette Henderson, Mara Houdyshell, Timothy Karels, Peter Prager

Guest: Robert Marshall

1. Chair Joyce Broussard's Announcements:

a. The Chair read Faculty President Jennifer Matos' talking points to Faculty Senate Standing Committees to the committee members:

- Please let your contact on SEC know when your minutes are approved and posted on your web site.
- Please flag any resolutions, policies, or changes in existing policies.
- Alert committee members that there is a format that most new policies and changes in existing policies follow, it is posted on the Faculty Senate website:
<http://www.csun.edu/senate/>
- The standing committees have specific charges/missions. The Library Committee's is: *This committee shall make recommendations concerning the allocation of Library funds and the development of Library services and resources. There shall be consultation and liaison with other appropriate Standing Committees.*
- Attendance at meetings and preparation for meetings is very important; if the duties of your committee turn out to be more than you expected and you cannot fulfill your commitment, please let the Chair of the committee and the Senate office know that you wish to step down (with the exception of PP&R).
- If at the end of the Academic Year you want to be considered for an additional year of service on this committee, please let the Senate office know. Also, if you have suggestions of other good people to serve on this committee, please forward their names to the Senate office. They will be contacted to see if they are interested in serving.

b. The 10-1-2008 Library Committee Minutes were approved as presented.

2. Dean Susan Curzon's Announcements

a. Information Literacy: Sue described the Library's Information Competency (IC) program, its importance, distributed some Library IC statistics, and invited everyone to have their class participate in one of our information competency sessions.

b. Assessment: Sue distributed and discussed the results of a Library assessment survey of CSUN Freshman and University 100 students conducted in the Fall 2007.

c. State of the Library Collection: Sue distributed a document with current stats and information about the Library, its collections and use. This report can be modified to fit the accreditation needs of campus colleges and departments.

d. Inflation rate chart: Sue distributed a chart demonstrating the loss of buying power that the Library Collection has faced due to increasing, ongoing inflation.

e. Budget chart: Sue distributed and discussed a chart showing the Library Collection Budget percentage compared to Student Head Count over several years.

3. Special Collections & Archives: Robert Marshall, Head Archivist, Urban Archives Center/University Archives

Robert Marshall gave an overview of Special Collections & Archives (SCA) describing what's in the collection; how items are acquired, processed and cataloged, including the use of grant monies; and the important role of student employees to processing new materials. Robert also distributed SCA brochures and pamphlets, as well as showing examples of our online, digital archives and talking about the area's future.