

Library Committee Meeting

October 1, 2003

Approved November 5, 2003

Present: Sr. Rita Basta (Chair), Dean Susan Curzon, Kathy Dabbour, Rick Mitchell, Ali Tabidian, Craig Finney, Dennis Halcoussis, Elizabeth Sellers, Wendy Murawski, Jeffrey Wiegley, Laura Miller, Carmiña Villamizar,

Guest: Peter Prager (Committee Secretary), Associate Dean Susan Parker

Excused/Absent: Jay Christensen, Yifei Sun, Mary Woodley

Chair Sister Rita:

1. Sr. Rita congratulated the Library on receiving the Roland Tseng Chinese Antiquities Gift.
2. The September 3, 2003 minutes were adopted without change.
3. She led a discussion about possible committee focus topics and actions for the coming academic year.
 - a. Should all committee members send an email to their college's faculty introducing themselves and letting them know they are available to pass on any comments or suggestions to the Library? This was agreed to by the committee. The committee also agreed to send emails with Library updates and information to their college's faculty throughout the year.
 - b. It was agreed that each member would ask at least five students what they'd like the Library to have/add or change.

Dean Susan Curzon:

1. The Library was notified by the Federal Government that our HSI Grant was renewed for another year.
2. The Sketches of Haiti: The Dolores Yonker Collection of items about Vodun (Voodoo) and Haitian folklore was a great success. The opening reception was held September 17.
3. The Under Autumn Skies picnic, Botanical Garden tour and Planetarium show will be held the evening of October 4th.
4. The Harry Stone Dickens Collection exhibition will run from October 6 to November 26. A Dickensian Dinner will be held November 21.
5. Online presentations marking the close of phase 2 of the LSTA Grant / San Fernando Valley History Digital Library Project will be held in the Presentation Room at 7 p.m., October 23. The event is titled Our Valley Then & Now.
6. The Library General Fund Budget for FY 2003-04 was not cut. We also received a Lottery Fund allocation to purchase DVD's and VHS tapes. Please let Dean Arnold know if you have any requests for DVD or VHS titles.
7. We are in the process of hiring three new librarians: Business, Outreach, and Educational Psychology.

8. The September 23 Friends book sale raised over \$500.
9. Roland Tseng has committed to a 3-year, \$38 million gift of rare Chinese antiquities and support to the Library. There will be one exhibition a year for the next three years, a remodeling of the Special Collections and exhibition area, including new cases and security, faculty research projects related to Chinese antiquities, and much more.
10. Dean Curzon introduced Librarian Kathy Dabbour, Library Assessment Coordinator. Kathy spoke about three recent or ongoing Assessment Projects:
 - a. She and Librarian Lynn Lampert recently conducted a web usability study with students about Library web pages. This information will be used in our current web pages redesign effort.
 - b. She just finished analyzing an online Library satisfaction survey. There were generally favorable comments. Suggestions and complaints will be forwarded to Dean Curzon and other appropriate Library personnel for action.
 - c. She is currently working with Institutional Research to design an Information Literacy Survey to be given to students in randomly selected classes. We will also need to get faculty permission to conduct the survey during class time. Committee members offered their classes or will speak to their colleagues if necessary to complete the survey.

New Business:

1. Dean Curzon was asked about the Library's response to the Patriot Act. She replied that the Library declines to give out any personal information because of state law and library principles. However, we may be required by the Patriot Act to do so when asked under the provision of the Act. However, the Library automatically deletes any record of who borrowed what as soon as the item is returned.

The Committee adjourned until November 5th at 2:30 p.m. A demonstration of the Library's new self-checkout system followed for those who wished to participate.