

## Library Advisory Board Meeting

24 January 2018

Present: Arwyn Larson, Pat Jacobson, Dennis Gill, Nan Moss, Kelsea Jones, Cindy Feibert, Patty Faw, Christina Trunnell, Sarah Vargas

### I. Approval of Minutes

- a. Christina began the meeting by welcoming our new student member, Sarah Vargas.
- b. Christina summarized the minutes from the June 2017 meeting and updated the board about projects that were discussed. The Holiday Book Drive this year had less participation from schools as Huntington and Jordan Valley opted out and Adrian was not included. The drive collected and delivered 646 books. We started the drive off strong with about 300 books donated from publishers. Kelsea shared a packet of thank-you notes written by students from Annex. There was a concern at the last meeting that the library budget would be cut, but there is no budget loss this year. VP Kevin Kimball has assured Christina that he does not plan to cut the library budget. A major concern during Fall term was that state funding would be cut for the database Films on Demand. While colleges waited for the state to decide on funding, Chemeketa Community College paid for the first half of the year's subscription for all of the community colleges in the state. Oregon did eventually approve funding for the database.

### II. Year-end Statistics

- a. Christina presented library statistics for 2016-17. While the college's enrollment has fallen between 8-12% last year, library attendance remained steady. Christina said that her personal goal for the library is to reach a larger percentage of the students we have.
- b. Circulation is down a bit, particularly with checkouts. The library continues to buy interesting items, though less than in previous years. The challenge is how to get the word about our collection out to students. One of the department goals that addresses this issue is to do more social media outreach. Kelsea is active on TVCC mobile app and texts students about library activities, and she has reactivated the library blog. We will be able to see in a year or so if this expanded communication strategy is working. Nan asked if Christina has talked to other libraries about drawing in students. Christina explained that attendance is a universal issue. State colleges with large academic libraries use two strategies for boosting attendance: 1) Attendance is faculty driven. Faculty assign projects that require library use. At TVCC, faculty do assign many projects that ask students to use the library, but there are limits to what they have time to do. Our main outreach to teachers has been digital so they know about the resources they can incorporate into their Blackboard course shells. 2) They hold workshops in the library. Workshop topics might include citation and things like that. Our problem at TVCC is that we do not have a good space to hold big workshops in the library. We have to hold events in other classrooms and spaces, which doesn't help get students in our doors. Christina stated that she would like to have more workshops. Sarah suggested that library have a student art show or something similar like the Nyssa High School library has done. Patty would like to see database statistics to see how students are using the library's online resources. Christina explained that how

many items we send out as interlibrary loans is a good gage of how strong our collection is, especially for accreditors. With our interlibrary loan system, we can borrow and send items across America.

- c. The library hosted eight movie nights in 2016-17 and spent around \$2000. Christina said that this year, the library is trying to spend less for more thoughtful programs.
- d. There was a drop in how many research classes were taught in 2016-17, but this Fall the library taught almost as many classes as the total from last year.

### III. Fall Changes

- a. Cherrie Moore left her position at the library and Kelsea Jones was hired in her place. Kelsea is doing a great job as the new reference librarian.
- b. Before fall term, the staff reorganized the library. It was a big project, but everyone worked hard. Christina explained that they eliminated the reference section as it wasn't getting much use and moved the reference books into regular collection. The library is now divided into two sections, nonfiction and fiction. Students seem to navigate the changes well.
- c. While the front desk was being refurbished, there were mistakes made that made part of the desk unusable. Christina would like to have someone custom build pieces to match the remaining pieces. Dennis suggested Miller's Cabinets in Weiser. There is some money for the new desk that was donated by patrons.

### IV. Programs and Projects

- a. No new programs are planned for Winter term because of the uncertainty of negotiations.
- b. In April the library is partnering with the Science department to host a week of Earth Day activities. Science instructor Sammy Castonguay has invited several speakers and authors. Arwyn mentioned that Peter Lawson wants to bring someone to campus to talk about food insecurity for college students. She might include that speaker in the Earth Week line-up. April will also include some poetry month activities.
- c. May would be a good month for an art showcase.
- d. Christina would like to try to show *All the Way* again. When we tried to show it in November, only one person attended, so the movie was cancelled. Christina would also like to show *The Immortal Life of Henrietta Lacks*. Cindy suggested *An Inconvenient Sequel*. Arwyn suggested *The Circle*.

### V. Support for Faculty

- a. Christina explained that the TVEA has printed pledge cards that can be signed by advisory boards and other supporters. The cards will be sent to the TVCC Board of Education.

### VI. Comments or questions

- a. Cindy suggested hosting a Sunday afternoon activity for dorm students.

## Library Advisory Board

7 June 2018

**Present:** Christina Trunnell, Kelsea Jones (minutes), Cindy Feibert, Arwyn Larson, Sarah Vargas, Nan Moss, Pat Jacobsen

### Student Survey

Christina presented the results of our annual student library survey. Major takeaways from the survey included:

- Students seldom use the physical library
- They often use the online databases
- They enjoy the study rooms and using the library to study in groups
- Students feel they can find what they need
- The DVD and audio book collections not as important to students
- Students can find what they need online
- They feel they receive good training for the databases
- They say that the Library staff are good and helpful
- They would like to see more study spaces and updated computers in the Library lab

The problems that students identified having with the online databases are fixed. The databases servers were not accepting Caldwell students' credentials.

Christina mentioned that while the Library is in the curriculum for HDEV classes and the NSO, how the services are presented is really up to the individual teachers to decide.

We requested volunteers to be part of a student library committee and received five volunteers.

### Faculty Survey

Christina also shared the preliminary results of the library faculty survey, but we really need more responses for the results to be useful.

### End of Year Stats

Christina summarized the library end-of-year statistics. All stats up ~8% even with a college-wide enrollment reduction of 7%. We have pushed our advertising and social media engagements, utilizing the TVCC mobile app and purchasing a library domain ([www.librarianextras.com](http://www.librarianextras.com)) to reach more students. Other stand out stats included:

- Circulation is at 7000, which is a 9% increase from last year
- We have sent out 1500 ILL materials while receiving 500 ILL materials in. This means that our collection is strong and is filling in gaps for other libraries. This is good for accreditation.

- We recorded 24000 visits to the Library this year
- Students have used our three study rooms for 1300 hours of study. Students appreciate the privacy of the rooms and the space they can use for group work.

### Library Projects

Our Library projects are archived on our website, [www.librarianextras.com](http://www.librarianextras.com). This year we partnered with Sammy Castonguay and the Science Department for Earth Week. Nearly 400 students and community members attended the full week of events, which included guest speakers, films, and mindfulness activities.

The Library took over the book sale from the English Department. The book sale ran from May 30-June 7. All proceeds from the Book Sale (~\$200) will support the annual Holiday Book Drive. Leftover books will be sent to Better World Books, an organization which will sell the books for a credit or donate the books to libraries in need. Fundraising for the Holiday Book Drive will continue through the summer with a Christmas in July mailer going out to local businesses and, on Pat's recommendation, to local clubs like the Elks, Rotary, Kiwanis clubs.

May was Art Month in the Library. We hosted an Instagram Challenge, BlackOut poetry workshop, and an Art Gallery Night. Nine artists submitted pieces for the gallery, and there was attendance of 30.

### Changes to the Library

Libraries in the SAGE system received back money that was overpaid into the system. Our library will receive back \$5700 that will be used for the following Library updates.

- **Front desk redesign.** We will use the leftover hardback books from the book sale to build a custom book desk to redefine the circulation desk. We will seal the books against bugs/dust/mold and order a custom hard wood desk top for it.
- **Catalog stations.** We will replace the large catalog computer stations with bookcase mounted tablet stations. Four tablet stations will be located in the stack and one in the DVD room.
- **Charging stations.** We will add charging stations to allow multiple devices to be plugged in and charged, two for student use and one for charging the catalog tablets.
- **Study rooms.** We will refresh the study rooms to make them more student-friendly. We will move out the collections housed in the study rooms (the Spanish collection and archive) to increase access to these materials and create space in the rooms. We hope to repaint the rooms to be brighter and to add white boards to the walls (plexi-glass panels).
- **Zines.** Finally, we will develop a zine collection to increase student access to marginalized voices and diverse subjects. The zine collection will be housed on the wall between the study rooms. We will start the collection development by purchasing from Pacific Northwest zine distros.