

Agenda
Learning Resources/Library Committee Meeting
Friday, April 5, 2024
10:00 a.m.
Online Meeting

The Committee will review/discuss the following topics:

- I. Student & Faculty Surveys: In-progress and posted online
- II. Evaluation of Collections
- III. Grant Opportunities
- IV. Computer Resources
- V. Overdue Fees and Fines
- VI. Wright Library: Learning Spaces and Signage
- VII. Community Patron Library Cards
- VIII. SACS COC Fifth Year Report

Minutes
Learning Resources/Library Committee Meeting
Friday, April 5, 2024
10:00 a.m.
Online Meeting

- I. Attendance
 - A. Present
 1. Annette Bever
 2. Julata Brooks
 3. Christina Hoffmaster
 4. Dean Johnston
 5. Kim Long
 6. Mark Roberson
 7. Stephen Stafford
 - B. Not Present
 1. Mark Cisneros
 2. Steven Ellerkamp
 3. Linda Kalski
 4. Shani Page
 5. Sharon Wallace
 6. Angela Ward
- II. Approval of Minutes from September 29, 2023 Meeting

- A. The Chair noted that the minutes had been approved electronically by a quorum of 8 members.

III. Student and Faculty Surveys

- A. Marian noted that the surveys were posted online and set to close on April 10th for faculty and on April 12th for students.
- B. It was also noted that \$25.00 Amazon gift cards will be used as incentives for participation.
 - 1. There will be two drawings for the faculty survey and one drawing for each of the five student surveys. The five student surveys include:
 - a. On-Site Students in Vernon
 - b. On-Site Students at CCC
 - c. On-Site Students at STC
 - d. Online Only Students
 - e. Dual Credit Students

IV. Evaluation of Collections

- A. The Chair noted that the library was evaluating collections to determine those titles no longer used or useful for the courses taught.
- B. She explained that the library follows policy and notifies faculty when books in their discipline are being considered for withdrawal.
 - 1. Faculty are emailed a list of titles under consideration.
 - 2. They are then asked to review the list and to indicate those titles they wish to keep in the library.
- C. The Chair noted that withdrawn books are either sold in the library's used book sale or sent to Better World Books.
 - 1. Better World Books partners with university and college libraries to collect unwanted books for resale or support of literacy programs.
 - a. Books which are unsuitable for sale or use are recycled, thus preventing a large number of books from ending up in the landfills.
 - b. All costs for shipping and supplies are covered by Better World Books.
 - c. Books have also been donated to the Friends of the Wichita Falls Public Library for resale and support of the local library.

V. Grant Opportunities

- A. The Chair noted that she has heard of grant opportunities available through the Department of Education and the Moody Foundation.
 - 1. The Moody Foundation supports student success programs for higher education.

VI. Computer Resources

- A. Marian noted that half of the computers in Vernon and at CCC were replaced with new units.
 - 1. This was a reasonable decision based on computer usage statistics.
 - 2. The number of computers is sufficient to meet demand. So far, no students have had to wait in line or leave due to a lack of computer availability.

VII. Overdue Book Fees and Fines

- A. Marian reminded the committee that the decision to eliminate overdue book fines was approved by the committee and implemented this spring.
- B. She also noted that the library would continue to send overdue notices and place holds on accounts with unreturned books at the end of the semester.

VIII. Vernon Campus, Wright Library Learning Spaces and Signage

- A. Information on library spaces and design emphasizes the importance of the library as a place where students can collaborate with their peers.
 - 1. With this focus comes the need to reallocate existing space to accommodate group and individual study areas.
 - B. Marian noted that the Vernon Campus, Wright Library, has only one group study room.
 - C. She further noted that additional group study spaces could be acquired through the remodeling of existing space or through the purchase of office pods.
 - 1. Marian shared information on modular office pods produced by a company called Framery.
 - a. The pods can accommodate up to six people and are equipped with lighting, ventilation, and soundproof technology.
 - b. The Baylor University Library purchased about nine of the pods through a grant funded by the Moody Foundation. The library is very pleased with the quality and popularity of the pods.
 - c. The cost for a large pod accommodating up to six people would cost approximately \$25,000.
 - D. Marian noted that individual study pods or work lounges are also very popular with students.
 - 1. A company called Steelcase produces the pods equipped with lighting, ergonomic seating, a storage compartment, and a foot rest.
 - 2. Here is a link to an [informational video](#) produced by the manufacturer.
 - 3. The prices range from \$4,200.00 to \$5,200.00. for pods with an extension.
 - 4. The pods help to provide a comfortable area for individual study with minimal distractions.
- IX. SACSCOC Fifth Year Report
- A. Marian noted that the report is due in September 2024 and scheduled for review by SACS in December 2024.
 - B. She further noted that there isn't a Core Requirement or Comprehensive Standard specifically addressing library services.
 - 1. Instead, library services are included in the main narrative addressing student support services.
 - C. The Chair noted that the library will be working on compiling supporting documentation to include with the report.
 - 1. Documents will include PDF copies of survey results, handbooks, policy statements, screen shots from the library website such as the login window to article databases, etc.
- X. Library Improvements
- A. Members were asked to consider new services and learning spaces to support students in Vernon and at CCC.
 - 1. Learning spaces could include additional group study rooms and/or individual study pods at both locations.
 - B. Marian noted the portability of office pods and the possibility of adding these units to other areas on campus including the Student Lounge or lobby.
 - C. The Chair referenced information taken from the Chronical of Higher Education's publication, *The Library of the Future: How the Heart of the Campus is Transforming*.
 - 1. Information included the following: "As information has become available online, libraries have gone through renovations to emphasize social connections, group study, and new services for students and scholars."

2. Marian noted that the publication will be available soon for circulation in Vernon as well as CCC.

XI. Adjournment: The meeting was adjourned at 10:38 a.m.