



Library & Learning Resource Center Advisory Committee

Minutes for September 9, 2021

12:50-1:50pm

Committee Members Present (16 total):

Vivian Harris (Faculty Co-Chair), Damon Nance (Administrative Co-Chair), Hayley Garcia Ashby, Makenna Ashcraft (ASNC Rep), Rex Beck, Miguel Castro, Elisa Chung, Gabriela Cortez, Joseph DeGuzman, Marissa Illiscupidez, Daren Koch, Khosrow Rad, Jesus Reyes, Jose Sentmanat, Mitzi Sloniger, Marianne Stefanous, Walter Stevens

1. Call to Order

- Meeting called to order at 12:51pm

2. Action Items

2.1 Approval of Agenda

- Accepted (Sloniger/Sentmanat)

2.2 Approval of May 11, 2021 Minutes

- Accepted (Beck/Sentmanat)

2.3 Reaffirmation to follow Robert's Rules of Order Procedures

- Motion to reaffirm that LLRC will follow Robert's Rules of Order – First, Sloniger; Second, Stevens
- Discussion regarding the need to reaffirm and equity issues involved
- Amend the motion (First, Beck; Second, Sentmanat) to say that we will attempt to follow Robert's Rules of Order

2.4 Annual Meeting Schedule

- October 12
- November 9
- March 8
- May 10
- Approve Annual Meeting Schedule – First, Stevens; Second, Sloniger
- Amend the motion (First, Stevens; Second, Sloniger) to revisit the schedule for the April meeting September 14

3. Information/Discussion Items

3.1 Library & Learning Resource Center Advisory Committee Charter

- Goals and objectives go under the guiding principles and charge (previously approved)
- Membership varies
- The charter will go to Academic Senate for approval
- The charter will be valid for a year

3.2 Fall 2021 Read 2 Succeed Program

- Everyone encouraged to attend
- Due to Zoom format the event has lost participants
- Changed to the 3rd Thursday of the month due to the strategic planning schedule – One week less to promote
- Investigating whether the library can have an in-person event with the author
- The book was suggested by Miguel Castro in the library
- Damon Nance will not be present, but Hayley Ashby will do the introductions

3.3 Associated Students of Norco College (ASNC) Donation for Reserve Textbooks

- \$10,000 purchase order at the bookstore for the library
- Willing to commit to up to \$30,000 to build up the reserve collection
- Moving to 21-day checkout for textbooks (discussed with ASNC)
- Thinking of purchasing multiple copies of popular textbooks
- Cost prohibitive to contract with textbook copies for electronic versions, but the library will continue to look at options
- HEERF funding used to purchase sterilizing machine for books, laptops, and other circulating items
- ASNC has additional funds to support student needs – Damon would like to submit a proposal for study room furniture near the low reference area; ASNC representative will take it back to Edwin
- ASNC is looking to set up funds for students who cannot afford textbooks
- The LRC has some textbooks
- Concern over accessibility if 21-day check out for the textbooks and they are first come first serve

3.4 Wilfred J. Airey Library Fall 2021 Hours of Operation

- Library and LRC is open Monday through Thursday from 7:30am – 8:00pm, Friday 7:30am-4pm, Saturday 9:00am-2:00pm
- Working on a schedule to offer more online chat hours and reference by appointment

3.5 Learning Resource Center (LRC) Workgroup Update

- Scheduling according to the plan submitted to the Academic Senate
- Schedules were flipped so the majority of support is online to accommodate the current situation
- Short-staffed on tutors; need faculty recommendations; currently have more district workers instead of student workers
- Faculty need to advocate for needs

4. Good of the Order

5. Adjournment

- Meeting adjourned at 1:52pm

Next Meeting

- October 12, 2021

Mission Statement

The Library & Learning Resource Center Advisory Committee, a standing committee of the Academic Senate, serves as an active and collaborative forum to foster student success, strategic planning, and sustained continuous improvement of the academic support services in the Library and Learning Resource Center through recommendations, in order to uphold the overall mission of Norco College.