LIBRARY CLUSTER MINUTES

March 22, 2018

2:00 pm– 3:45 pm

Palm Beach Gardens

Library

http://palmbeachstate.libguides.com/cluster_fall2015

ITEM 1: Discussion Items

A. Cluster Minutes: (Robbie Allen)
   Discussion:

B. Introductions: (Robbie Allen)
   Staff and Librarians introduced themselves.

C. Library Staff Cluster: (Robbie Allen): Professor Allen requested input about input about staff members will have a separate cluster meeting or how to proceed. Mr. Rob Krull suggested that staff members meet with the full Library Cluster as a group at first and then meet separately to take care of respective staff and librarian business. Mr. Krull emphasized that it was important for faculty librarians to have this time to meet as a group independently. Professor Doug Cornwell motioned that Librarians and Staff would meet together initially as a full Library Cluster and then break out to meet in their respective groups to meet for the duration. Professor Janet Naughton seconded. All in agreement.

Data/data source: N/A

Action: None
D. Dr. Yohe’s General Education Assessment Feedback: Professor Allen advised that small groups work together and make recommendations for barriers and potentials solutions for barriers. One person was designated as note taker per group. Professor Allen requested that one paper per group be submitted to Professor McKeal, Cluster Scribe.
Mr. Krull suggested that we include both broad and specific policies in terms of the college and the Library.

Professor Allen provided the following follow-up questions (as needed) to guide the process:

- What might the college due to make sure more students are identifying their career paths as earlier possible?
- How might we enhance academic advising services to increase students’ success rates?
- How might you track students’ academic progress towards completing their chosen program?
- Are courses and certificate programs selected scheduled in ways that ensure early completion?

Data/data source: Report to VP of Academic Affairs, Proposed Barriers and Solutions.

Action: Professor McKeal will submit suggested barriers and proposals as part of Cluster Minutes for 3/22/18.

E. Assessment Subcommittee: (Robbie Allen): Professor Allen will be sending out an email. The reporting software for doing assessment is being updated. The Library needs to report assessment results by May for the assessments of ENC 1102, so the results will need to be sent to IRE.

Data/data source: N/A

Action: The Assessment Subcommittee will look at the assessments for ENC 1102 and decide upon which actions to take and sent out to the entire cluster to ensure all faculty Librarians are in agreement.

F. Video Subcommittee: (Robbie Allen): Professor Allen and the subcommittee were holding off on creating new videos due to the promise of a new ILS.

Data/data source: N/A

Action: Since the ILS implementation was canceled, Professor Allen will send out an email regarding the subcommittee and moving forward.
G. ILS Report: (Ken Myers): Professor Myers informed that the director of FALSC sent out an email stating that things were no longer workable with the company Sierra for the new ILS and that the SIERRA Innovative agreement was no longer in effect. Along with that, everyone in the state college system is being converted from Primo to Mango. According to Professor Allen, FALSC is moving to use only the EBSCO Link Resolver, not SFX.

Data/data source: N/A

Action: None

H. ALEPH System (Rob Krull and Ken Myers): Professor Myers reported that he is examining circulation settings that might be modified to generate fines, which more closely match the District Board of Trustees Fee Schedule. Mr. Krull said that the Fee Schedule is updated annually, and will be reviewed by library directors, librarians, and circulation staff for possible changes.

Data/data source: N/A

Action: Ken Myers will follow up on this item.

I. Web Subcommittee (Mr. Krull and Professor Myers):
Mr. Krull suggested looking at how our web pages are behaving on a variety of devices. Identify the main resources students are coming to our webpages and highlight. Mr. Krull mentioned that Kelly Keith is working on the Library’s homepage. Mr. Krull also suggested rewording certain items, as well, so that is more understandable to students. Professor Tuisku and Professor Saracino requested that something be added to lead students to the main “Library Catalog.” Mr. Krull recommends that the Cluster send suggestions for the webpage to Professor Myers to share with the Web Subcommittee. Web Subcommittee membership includes Professor Myers, Professor McKeal, Professor Cortez, and Professor Setterlund. Professor Iris Fiallos motioned that a Web Usability Study with students be done on the Library Home page. Janet Naughton seconded. All in agreement.

Data/data source: N/A

Action: Cluster will send webpage suggestions to Professor Myers to share with the Web subcommittee.

Item 2: Campus Reports

A. Palm Beach Gardens (David Pena)
Tomorrow Palm Beach Gardens will be interviewing two candidates for Professor Joanne Cameron’s faculty Librarian position. Professor Cameron will be retiring at the end of June. The Common Reader is Hidden Figures and work is motion to obtain funding.
B. Belle Glade and Loxahatchee Groves (Angelica Cortez)
Professor Iris Fiallos is Belle Glade’s new Librarian. The Belle Glade Campus is collecting positive stories about the Library and Librarians and requested that all campuses take part. This could be used as a marketing tool and collect videos from students in Belle Glade. During National Library Week they will have a table set up to gather students’ stories. Mr. Pena and Mr. Krull said that

C. Lake Worth (Rob Krull)
The Library has rehired a former, part-time worker, Elizabeth Paredes Alonso, and is now fully staffed.

D. PBSC/FAU (Tom O’Brien)
Introduced Professor Tom O’Brien

Additional Discussion:
Lake Worth Librarians agreed that the Library is using both Noodle Tools and RefWorks for assisting students with their citations.

ITEM 3: Adjournment: UPDATE

Attendance:
Robbie Allen
Garrett Anderson
Doug Cornwell
Angelica Cortez
Iris Fiallos-Finstad
Raychell Harris
Mark Hia
Terry Hirsbrunner
Lisa Hogan
Rob Krull
Kristin Lemire
Alyse McKeal
Michael Melicia
Kenneth Myers
Janet Naughton
Tom O’Brien
David Pena
Frankie Perez
Jill Saracino
Susan Setterlund
Halimeh Shatara
Loretta Skinner
Connie Tuisku
Bonnita Underwood

Submitted by:

Alyse McKeal, Scribe

c. Minutes Distribution List