LIBRARY CLUSTER MINUTES
March 23, 2017
1:30pm – 3:30pm
Lake Worth
Library Room LL303
http://palmbeachstate.libguides.com/cluster_fall2015

District Discussion Items

ITEM 1. Assessment Coordinator Introduction (for clusters with Gen Ed courses).
Assessment coordinators will be at cluster meetings for about five minutes for a brief introduction and reminders at the beginning of the afternoon meetings. No discussion is required, but questions are welcome.

Discussion: Not a Gen Ed Cluster

Source:
Action:

ITEM 2. Closing the Teaching, Learning, and Assessment Cycle for 2016-2017 (Item is for clusters that include general education courses.)
Please use provided data, guiding questions, and course learning outcomes to update the assessment plan for each general education course in your cluster and designate a faculty contact for each of those courses. A link will be sent to faculty contacts after cluster minutes are received, and faculty contacts will be asked to record answers to the following questions by August 30, 2017:
1. Are faculty who teach the course satisfied with student achievement of the learning outcome assessed? (If yes, will there be any changes to the assessment or process in the next cycle? If no, what improvement strategies will be implemented next cycle?)
2. Are faculty who teach the course satisfied that the existing outcomes adequately reflect the knowledge, skills, and abilities expected of students by the time they complete the course? (If no, have you considered revisions? Do you need help with revisions?)

Clusters are invited to provide feedback on the potential recommendations for changing general education assessment (see handout). A survey for this purpose will remain open until 3/28/17. Cluster comments received in minutes by 3/30/17 will be added to survey responses to be reviewed and considered as the committee
prepares recommendations for changes to Deans Council in April. Survey link: http://palmbeachstate.co1.qualtrics.com/SE/?SID=SV_cUf3pXHY6uYO4XX

Discussion: Support Service assessment cycle. Will have results by mid-April to share with Cluster (see library item 1C).
Source: NA
Action: NA

ITEM 3: Guided Pathways Workforce Task

Discussion:

Question 1 -
- Have strong job market research (noted that library has some resources like ReferenceUSA)
- Develop dialog with businesses and business associations
- Partner with universities to know their expectations for students in their BA programs
- Develop skills necessary for successful employment (strong communication skills, information literacy skills, critical thinking)

Question 2 -
- Clear pathways and program outcomes (in the model of IRSC and/or explore other colleges approaching this issue)
- Align with job/labor forecasts
- Work with universities to assess the success or our students
- Allow Clusters to guide the pathways development since they are the content experts in their area

Question 3 -
- Standardized pre and post-test
- “Practical” measures like portfolios or journaling
- Exit interview
- Cluster developed rubrics
- More embedding of support services like Advising, Career Center, Library, and SLCs

Source: Forms submitted to Academic Affairs
Action: NA

Library Cluster Discussion Items
ITEM 1. Discussion Items

A. **New Web Page (Ken Myers)**
   Discussion: Professor Myers showed the new layout of the library’s web page. He stated that training will be needed before editing is allowed. Rob Krull mentioned the need to rearrange the content to be mobile friendly. There was a discussion on whom the web editors were and the need to have the Web Site Subcommittee meet.

   Data/data source: NA

   Action: The Web Site Subcommittee will meet to discuss how to best leverage the new layout.

B. **ILS Project (Ken Myers)**
   Discussion: Professor Myers updated the Cluster on the new ILS and discovery tool implementation. He discussed that the web client will need to be added to the computer lab for in person training. He also showed how to use the FALSC wiki to find trainings.

   Data/data source: NA

   Action: ILS client will need to be added for trainings.

C. **Video and Assessment Subcommittees (Robbie Allen)**
   Discussion: Robbie Allen spoke about the need to update instructional videos due to the new college web site and the coming ILS. He also updated the Cluster on the Assessment cycle. Most SLS and ENC1102 course will have had library instruction by April 13th so data will be requested at that point.

   Data/data source: NA

   Action: The Video Subcommittee will meet to discuss approach to updating videos. Assessment data will be requested from IRE.

D. **Assessment White Paper (Professor Tuisku and Professor Saracino)**
   Discussion: Professor Tuisku discussed a white paper that she and Professor Saracino worked on that shows what areas should be addressed in regards to the Project Sails assessment. Students were weak on identifying the proper research tools to use. The white paper discusses the problem in particular of students knowing the vocabulary used to describe the tools. A brochure created by Professor Saracino makes vocabulary part of the information provided to students. The Lake Worth Campus librarians have also made vocabulary part of the Kahoot for SLS course visiting the library.
Data/data source: NA

Action: The brochure created by Professor Saracino will be distributed.

E. Nominations for Scribe (Susan Setterlund)

Discussion: Professor Setterlund has served Cluster Chair for the past two years. She will be passing the responsibility to Professor Allen, current scribe. A new scribe was therefore needed.

Data/data source: NA

Action: Professor McKeal was elected scribe.

ITEM 2. Campus Reports

A. Belle Glade (Angelica Cortez)

Professor Cortez state that the Belle Glade Campus will be receiving a new circulation desk. She also stated they will also be celebrating National Library Week with a scavenger hunt that will include clues giving on their social media accounts. Professor Cortez also talked about how Belle Glade has been using LibWizard and asked if other campuses were using the tool.

B. Lake Worth (Rob Krull)

Mr. Krull provided each campus with SEFLIN One Cards which will be replacing previous SEFLIN card programs. Mr. Krull explained this program will give our students access to libraries such as Palm Beach Atlantic. He also announced that we have two new staff members coming aboard, Kelly Keith and Raychell Harris. He also pointed out that copies of next year’s Common Reader are available.

C. Palm Beach Gardens (David Pena)

Mr. Pena informed us about the Common Reader having strong support from administration. He believes the idea of students having a common experience is important. He is looking to find speakers and is taking suggestions. He also said that the interviews for the Belle Glade/Loxahatchee library director position will likely begin soon.

D. PBSC/FAU (Rachael Neu)

Ms. Neu reported that FAU Libraries are now working on their strategic plan. She also reported that the 5th floor was being renovated for more student use. FAU Libraries have held diversity events including recent events for Women’s History Month. They are also
interviewing for two assistant dean positions. They have outreached to faculty to hold focus groups on research impact as well.

ITEM 3: Adjournment

Attendance:
Robbie Allen          Robert Krull          David Pena
Joanne Cameron       Alyse McKeal         Jill Saracino
Amanda Chick         Kenneth Myers        Susan Setterlund
Douglas Cornwell     Janet Naughton        Connie Tuisku
Lisa Hogan           Rachael Neu
Heather Judge

Submitted by:

Robbie Allen, Scribe

c. Minutes Distribution List