Metro Librarians Meeting
Minutes
February 27th

Attending: Adam Brennan, Bob Holzmann, Jao-Ming Huang, Melissa Kash, Amy Lagers

Part time librarian update

Melissa updated us on the status of the part time librarian position. Adam, Jao-Ming, Stephanie Ingold and Melissa Kash are on the selection committee. 6 applications in so far, and Melissa would like to have someone hired in by April 3rd. Jao-ming is happy to cover Elizabeth’s Saturdays during the transitional period for the new hire.

Project Sharing

Librarians shared the various projects on their plates for the near future. Project list is attached at the end.

Collection Development

Melissa requests that we look at our Collection Development Goals from 2015-2016 and decide what it is we wish to finish. Recommendations should be in to Melissa by March 10th.

Other

Melissa recommends we begin using the colleges One Drive to store our work folders. One Drive should be installed at the information desk and out offices.

Projects List:

Bob Holzmann

- ILL - Tipasa (one last task to wrap up)
- Library Servers / Resources & Data Storage
- eResources Statistics (ODL/OCALD) & Annual Report Stats
- English as a Second Language (ESL) Collection
- Heritage/archives Digitization, Planning, System/Tech, DC/Kbart
- Hope Is the Last Thing to Die reprint, eBook
- Website/A-Z improvements (new books, searching, Best Bets, hours box, etc.)
- E-resources Review (links, journal review, cleanup, files/permissions, etc.)
- TCC Accessibility Initiative
Jao-Ming Huang

- Visiting Math & Sciences department heads.
- Searching fake news for next ILC meeting.
- Checking the content of NEWT guide that should be moved to the KM Guide.
- My TCC intranet project.

Amy Lagers

- I am still working on weeding some of the controversial issues books. We deleted two large batches, but I still need to make another pass through to ensure I pulled everything that needs to go.
- I was also helping with the intranet audit. I turned in my evaluation and am waiting on Amanda to tell me if she needs anything else.
- I am visiting the West campus to familiarize myself with their library and practices so that I can do evening instruction for them.

Elizabeth Szkirpan

Past/Pending

- Speech Textbook Review
- Classroom Repurposing
- Law School Accreditation Visit Preparation

On-Going

- English as a Second Language Collection Analysis and Review
- LGBTQ+ Collection Proposal
- ACRL Framework Research Project with Research Consultations Committee
- New Instruction Techniques and Methods with Adam
- Reviewing Dublin Core Fields for Heritage Collection

Adam Brennan

Past projects (February):

- Blind Book Date: selection and promotion
- ABA association visit
- Plagiarism workshop with WC
- Fake news handout and workshop
- Textbook recommendation committee (liaison work)
- International students open workshops
- HeLEO: April 7th meeting set
- Classroom study hall initiative (with Elizabeth and Natalie)
- Projects as assigned by Melissa
• Feb agenda for librarian’s meeting at Metro

Future projects for March/April

• Marketing committee duties:
  o LTAB promotion and event (see timeline below)
  o College event liaison
  o Pop up library at CC
• Liaison Duties for Speech and Journalism
  o Continual communication
  o Hiring committee for speech faculty (accepted, work starts April)
• Reading lab outreach
  o Develop workshop with reading lab on reading comprehension of research articles. Wyvonne Marshall’s class will beta test our workshop in March.
• HeLEO
  o Design agenda for April 7th and book meeting dates for late in year, manage webpage
• Metro Food Pantry
  o Invited to committee on Food Pantry space/ research on college food pantries. Meeting and work begins in March.
• Instruction
  o Design of lesson plan to test neuroscience memorization evidence. Lit review underway. Nina Dulabaum will offer a session for her class to test teaching plan.
  o Special library intro to nursing students
• ILC Committee chair and work
  o Set agenda, manage meeting and action items.
• Research consultations committee