November 15, 2021

Library Senate Committee Meeting

Hostos Community College

Virtual Meeting through Zoom

Start Time: 3:34pm

End Time: 4:16pm

Present: Rodney Blair (Nursing), Aaron Botwick (English), Madeline Ford (Library), Eddy Garcia (Business & Accounting), Eugena Griffin (Behavioral & Social Sciences), Lewis Levine (Language & Cognition), Linda Miles (Library), Van Phan (Physical Sciences), Nicole Wallenbrock (French)

Absent: Iris Mercado (Education), Lauren Wolf (Mathematics)

1. INTRODUCTIONS
	1. Prof. Miles introduced the committee to its new member, Lewis Levine
	2. Prof. Wallenbrock made a motion to accept the agenda, which was accepted
	3. Prof. Ford made a motion to accept the minutes, which were accepted
2. LIAISON REPORTS
	1. Prof. Miles reminded the committee to liaise with the librarians assigned to their departments once per year
3. OUTREACH INITIATIVE
	1. Prof. Miles reminded the committee that Andy London is on medical leave, and, in the meantime, the outreach initiative will be suspended
4. SURVEY
	1. Prof. Miles discussed the committee’s plan to survey students, faculty, and especially adjuncts. She reminded the committee of a previous plan to survey through whiteboards, with passersby answering the question, “What do you wish the library knew?” The plan also included a sticky survey asking the question, “What do you do in the library?” as well as questions for faculty: “How could the library further support your teaching and research? Which of the following research skills do you value most in your students’ work? Which of the following do you want your students to learn from their research projects?”
	2. Prof. Miles asked what the committee would want from a survey. Prof. Botwick said that we would learn how student needs have changed in the last three semesters. Prof. Wallenbrock said that the questions for faculty would help them reflect on their research in a way that is uncommon on campus. Prof. Miles noted that the library is primarily concerned with teaching and learning over research. Prof. Ford agreed but mentioned interlibrary loan, which gives faculty access to resources they cannot find on their home campus.
	3. Prof. Miles asked how we can shape the survey to receive a better response rate. Prof. Garcia said the focus should be on the students and it should identify what they need from the library. This information would then be conveyed to instructors, who would be able to respond to these needs. Prof. Griffin recommended the survey not be too long.
	4. Prof. Phan said that a survey given in the spring may not be relevant for the future, since these are unusual circumstances. Prof. Levine agreed and suggested we wait a few semesters until students are back on campus full time. Prof. Griffin said it would be important to ask how likely it is that students will use the library at all. Prof. Wallenbrock noted it would be useful to administer two surveys and note the difference between student needs now and in the near future. Prof. Ford recalled a survey that the library used to administer along with several other departments, but the response rate was low. She added that it would be useful to do the survey now and then again in the future and made a distinction between the physical and the online libraries, with the latter the focus during the pandemic. One question would be, “Is the online library working right now?”
	5. Prof. Miles added that, as a two-year college, we now have students who have never gone to the library because they have never been on campus. Prof. Ford mentioned that Catherine Lewis has worked on survey design in the past. Prof. Miles said it would be helpful to ask faculty, too, what they think students need from the library. Prof. Wallenbrock said that sometimes what students *want* and what they *need* are not entirely aligned. Prof. Miles added that some faculty may not have used the library, either. Prof. Phan said this may be an opportunity to orient and learn from new students, since everyone will be, in a sense, in their first year. Prof. Miles suggested an open house. Prof. Ford noted that, since we don’t have a required first-year seminar, library education has historically been *ad hoc*. Prof. Wallenbrock said faculty would likely appreciate librarians demonstrating their resources to their classes.
	6. Prof. Miles asked, as a next step, that committee members bring questions into the next meeting
5. SPRING 2022
	1. The library is still planning on hosting the chat services during its busiest hours; library hours will be dependent on funding. Prof. Garcia recommended we adopt the institution’s 70/30 breakdown. Prof. Griffin suggested using work-study students for staffing library services. Prof. Miles said the library sometimes uses work-study but also has college assistants, who can answer basic questions, handle a known item search, and random technical issues.
6. CONCLUSIONS
	1. Prof. Ford said that library users can now request books from the Hostos desk or other colleges within CUNY. However, you should call the other libraries ahead of time—three or four remain unopened.
	2. Prof. Miles said she would follow up with a Doodle poll to schedule the December meeting