

LIBRARY COMMITTEE MEETING

Minutes

July 8, 2007

The meeting was officially called to order by Ms. Henderson. Ms. Henderson and Mr. Willie Graves will serve as co-chairpersons for the newly formed Library Committee as a result of the merger. Members present included:

- Pier Wilkerson
- Alice Williams
- Diane Gregg
- Rand Armbrester
- Patricia Handley
- Katrina Swain
- Sandra Henderson
- Willie Graves

Ms. Henderson requested that all members introduce themselves and job areas for members that did not attend the last meeting. After the brief get acquainted session, discussions were held on the benefits of the college library and how it is used to enhance instruction on both campuses.

The discussions are as follows:

- Two comprehensive libraries with services and resources that will augment materials and equipment on both campuses
- Additional electronic databases and online services
- More full-time professional librarians
- Increased enrollment and additional programs of study

Ms. Henderson discussed certain guidelines and responsibilities that should be included in the next merger report. All documents, policies and procedures, resources, and services have been consolidated to form one operational library program with two campuses. The mission statement, purpose, and hours of operation have all been revised to reflect one library organization. Library Committee Members were given assignments to review for the policies and procedures manual along with the library staff.

Both college libraries have implemented the "Athena" Library Management System for circulation and cataloguing. The Bessemer Campus uses the Library of Congress cataloguing system and the Birmingham Campus uses the Dewey Decimal System. Plans are currently being discussed as to which classification system should be used on both campuses. Furthermore, plans were introduced to purchase a new library management system that would meet the needs of the increased collection and combine both collections as one indicating the location.

Ms. Henderson discussed the need for increased library usage. Members discussed strategies for increased Alabama Virtual Library usage. All agreed that more training in Electronic Resources would be beneficial. Both campuses participate in the

Home Access Card Alabama Virtual Library Program for remote users. Home access cards are available at the circulation desk of both libraries. Diane Gregg suggested that another strategy for increased library usage would be to incorporate library research and projects in all course syllabi.

Another area of concern was the library's web page. Committee members stated that it was not inviting, attractive, or user friendly. Ms. Henderson said she and staff members would work on updating the web page and suggested any input from the committee would be helpful. She also asked for help in getting the MIS department and the web master to work with the library staff instead of against them in providing a working library web page that would assist faculty, staff, and students in locating and fulfilling their informational needs.

Ms. Henderson and librarian, Tonja Hunter represented Lawson State in the first HBCU Library Alliance Institute I—Leadership Program. Vice-President Crawford, Ms. Henderson, and President Ward applied for this distinguished honor on behalf of the college. The project submitted would be dedicated to information literacy and electronic resource training in the new ACATT center. This honor provided national recognition for the college as well as the library. Lawson State Community College Library was one of two community colleges selected out of 103 HBCU colleges and one of the twenty five HBCU libraries selected for this honor.

The next meeting is scheduled for the month of December or January of the New Year. Meeting was adjourned.

Suggestions for a modernize library at Donaldson Correctional Facility

1. Accurate Record keeping-files, computer
2. Books with educational purpose (math, history, etc..) dated no later than 1985 to current
3. New Shelves
4. Consequences for abusing book privileges-deduction from account, loss of book sign-out privilege
5. Training-Someone from Lawson comes to Donaldson bi-annually
~~to train our tutors or library assistants
6. A systematic way of brining in books, magazines, journals while systematically discarding those that are outdated
7. Technology used concerning encyclopedia programs which will be cheaper than having the actually books
8. Carpet-New look!-Boswell
9. The library and the classroom should always provide opportunities *to* learn-We need meaningful posters that touch bases with a wide variety of subjects-We have some to donate-Remind me and I'll pull them out for you!
10. Journals and magazines-Boswell (*up to dated*)
11. Establish contact with Barnes and Noble, Books-A-Millions, etc. in order to obtain really good books that they do give away.