Committee Approved: 2/1/24
Sent to Senate: 4/9/24
Senate Approved:

Senate Library Committee
Meeting Minutes of November 28, 2023

Meeting Location: HH 232

SLC Chair Aranda called the meeting to order at 4:01, welcoming a total of 7 attendees (roster attached).

Meeting minutes of November 14, 2023 were approved as corrected. Adrian Villicana was removed from the Committee roster.

Reports and Announcements

Chair Blanca Aranda asked the committee if they wanted to cancel the Dec 12th meeting. The Committee agreed.

Vice Chair Madeline Kelly reported on the addition of the Director of Collections and the Director of Teaching & Learning as ex officio members to the Committee. The staff agreed to this. Vice Chair said that the Committee should also consider adding the Director of Archives & Special Collections. The Committee charge will be modified to include language to say these positions or their designees.

Action Items

Approval of Edited Committee Charge and Membership Change: Madeline Kelly made a motion to approve two additional directors as ex-officio Committee members and to approve the change to the Committee charge as amended. The motion was unanimously approved.

The two directors are the Director of Teaching and Learning and Director of Archives and Special Collections.

The amended charge follows:

> The Senate Library Committee (SLC) role is to help the library support the University's mission.
>
> *The SLC will:*
>
> - provide advice and recommendations to the Dean of the Libraries; and
> - serve as liaison between the faculty and Dean of Libraries.
>
> *Specifically, the committee shall:*
>
> - Review documents provided by the Dean of Libraries
> - Introduce the Dean of Libraries to the opinions and sentiments of the faculty at large
> - Provide advice on current and future policies and procedures relating to the library's teaching and learning programs, collections, services, facilities and budget
> - Assist, by way of recommendations, the development of library teaching & learning services and collections to meet the evolving needs of faculty, students, and staff
> - Assists the Faculty Senate as needed by evaluating and advising on the impact of library resources that are integral to items discussed and/or acted upon by the senate and its standing committees.
> - Encourage use of the library through information-sharing and outreach
> - Meet regularly each quarter

The Committee will present the changes to the Faculty Senate in a single document.

Discussion Item

Feedback from Colleges and Students: Committee Chair Aranda would like feedback from the colleges and students about what they want to see in the library, with two questions, which she feels gets better responses than with a survey. Each SLC member would send the questions via email to their college. There was a dicussion regarding how much of a response is needed, how student responses would be collected, survey fatigue, and the type of information sought.

ATUS Director John Farquhar talked about the OIE office and said they could provide an appropriate sample and not hit the same students with different things. He likes targeting the AS leadership. There were library questions on the WELS survey in 2018, but not in 2020. He suggested asking OIE for library-related responses from the WELS as a starting point for students. Another suggestion was to list the services that the library offers and ask participants to rank the top three they use.

Madeline Kelly will contact OIE to ask if any survey is going out soon that could include the questions, as follows:

Questions for Faculty:

1. What 1 or 2 library services do you rely on most for your work at Western? (Add list of library services provided from library services available.)
2. What 1 or 2 library services would you like to see added or changed? (Add list of library services provided from library services available.)

Questions for Students:

1. What 1 or 2 library services have been most helpful to you in your time at Western?
   (Add list of library services provided from library services available.)
2. What 1 or 2 services would you like to see the library add or change? (Add list of library services provided from library services available.)

Chair Aranda wants to make the sample more manageable. It was decided that the student survey would be done first, with James Dinh providing it to AS members at the December 4 AS meeting. The data would then be compared to exciting WELS information. For faculty, the survey would be sent to colleges represented by SLC before Winter Break, with the remainder to be sent later. Chair Aranda will talk with Faculty Senate President Dupont about sending to other colleges with vacances. The email will include an introductory paragraph from the Chair and Chair-Elect about the purpose of the survey and to say that the data will be anonymous.

Presentations

Western Libraries Organization and Needs: John Danneker provided a presentation about the organization and mission of Western Libraries and its current needs, followed by presentations by Shevell Thibou about Teaching and Learning Services and Madeline Kelly about Collections.

Meeting adjourned at 5:33.

Senate Library Committee – ROSTER 2023-24

VOTING ATTENDEES				NON-VOTING ATTENDEES	
Faculty members				**Recorder**	
Madeline Kelly	Library	P		Elissa Hicks, Government Relations Policy and Affairs Coordinator	P
Vacant	CHSS				
Tilmann Glimm	CSE			**Guests**	
Shuo Li	CBE	P		Shevell Thibou, Library	P
Eva Gil	CFPA	P			
Vacant	CENV				
Hilary Scwandt	FH				
Vacant	WCE				
Blanca Aranda	Faculty Senator	P			
Student members (if applicable)					
James Dinh, AS Student		P			
Ex Officio members (non-voting)				**Voting attendees**	5
John Danneker, Dean of the Libraries		P		**Non-voting attendees**	4
John Farquhar, ATUS Director		P		**TOTAL ATTENDEES**	9