

6-1-2022

## Library Advisory Council 2021-2022 End of Academic Year Report

Central Washington University

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Library Advisory Council  
2021-2022  
End of Academic Year Report

**Library Advisory Council**  
**2021-2022**  
**End of Academic Year Report**

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## 1. Summary

### Library Advisory Council, 2021-2022 Membership List

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Council Member / Contact Info	Rep From	Date term expires (reflects this year's bylaws changes)
<b>Sterling Quinn (Chair)</b> Geography <a href="mailto:Sterling.Quinn@cwu.edu">Sterling.Quinn@cwu.edu</a> Phone: 1186	COTS	6/15/2023
<b>Tennecia Dacass</b> Economics <a href="mailto:Tennecia.Dacass@cwu.edu">Tennecia.Dacass@cwu.edu</a> Phone: 2044	CB	6/15/2023
<b>Yukari Amos</b> Education, Development, Teaching, and Learning <a href="mailto:Yukari.Amos@cwu.edu">Yukari.Amos@cwu.edu</a> Phone:	CEPS	6/15/2023
<b>Fang Wang</b> Finance & SCM <a href="mailto:Fang.Wang@cwu.edu">Fang.Wang@cwu.edu</a> Phone: 3890	Centers	6/15/2024
<b>Eun Young Lee</b> Communications <a href="mailto:EunYoung.Lee@cwu.edu">EunYoung.Lee@cwu.edu</a> Phone:	CAH	6/15/2024
<b>Sydney Thompson</b> CWU Libraries <a href="mailto:Sydney.Thompson5@cwu.edu">Sydney.Thompson5@cwu.edu</a> Phone: 1306	Library	6/15/2023
<b>Col'Lette Gauvin</b> Student Rights & Responsibilities <a href="mailto:Col'Lette.Gauvin@cwu.edu">Col'Lette.Gauvin@cwu.edu</a> Phone: 1817	Exempt/Classified Staff	6/15/2023

<b>Mara Gans</b> Graduate Assistant <a href="mailto:Mara.Gans@cwu.edu">Mara.Gans@cwu.edu</a>	Student	6/15/2022 (graduating)
<b>Vacant</b>	Student	
<b>Vacant</b>	Student	
<b>Rebecca Lubas</b> Dean, CWU Libraries <a href="mailto:Rebecca.Lubas@cwu.edu">Rebecca.Lubas@cwu.edu</a> Phone: 1981		Ex Officio

### Meeting Dates

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<b>Dates</b>	<b>Location</b>	<b>Time</b>
October 28, 2021	Brooks Library Classroom 288	12:00-1:30PM
January 31, 2022	Brooks Library Classroom 288	2:00-3:30PM
April 15, 2022	Brooks Library Classroom 288	3:00-4:30PM

(Virtual attendance options were provided for each meeting.)

### Attendance Records

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**October 28, 2021:** Sydney Thompson, Col'Lette Gauvin, Rebecca Lubas, Sterling Quinn, Yukari Amos, Tennecia Dacass, Mara Gans, Eun Young Lee, and Shelley Berry (notes).

**January 31, 2022:** Sydney Thompson, Col'Lette Gauvin, Rebecca Lubas, Sterling Quinn, Yukari Amos, Tennecia Dacass, Mara Gans, Eun Young Lee, Fang Wang, and Shelley Berry (notes).

**April 15, 2022:** Sterling Quinn, Sydney Thompson, Col'Lette Gauvin, Rebecca Lubas, Yukari Amos, Tennecia Dacass, Mara Gans, Eun Young Lee, Maureen Rust, Fang Wang, and Shelley Berry (notes).

## **LAC Purpose**

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Library Advisory Council (LAC) Bylaws state that LAC purpose as follows:

- The James E. Brooks Library Dean holds the overall responsibility for its operational effectiveness and development, with strategic and operational guidance from the LAC and the Library Council.
- Serve as advocates for the Library to the University community and beyond; and act as liaisons between the community and the library.
- Actively search for ways to improve the library and promote programs to make our patrons aware of its resources and services, including patrons of the wider community.

## **Summary of LAC Activity**

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The Library Advisory Council met quarterly this year, getting together in person for the first time since the start of the COVID-19 pandemic. A virtual videoconferencing option was still made available for those who preferred. This year saw the addition of Eun Young Lee, Fang Wang, and Mara Gans to the council. Sterling Quinn served as chair and visited one-on-one with each member at the beginning of the year to gather some of their feelings about the library and the direction it should take. Main themes expressed by council members in these visits included research skills training for students, library activities, and support for open access publishing. These themes were added to the LAC meeting agendas throughout the year, and were used to determine the guest presentations viewed by the LAC. Further information about these presentations is available in the meeting agendas and minutes in this report.

The council sought, and obtained, approval from the Provost to extend council member terms of service from two years to three. Because the council meets only quarterly, it can take a few meetings for a member to feel completely oriented and comfortable contributing to the discussions. It is hoped that this ability of members to serve longer terms will allow for more familiarity among council member with each other and the LAC environment.

Bylaws were also updated so that chair selection takes place in the winter, allowing for the incoming chair to get some training and orientation before beginning their service the following year.

## Recommendations by the LAC

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Following are some highlights of recommendations voiced throughout the year's council meetings:

- The library is offering many extraordinary activities, and needs to be vigilant about communicating these through all possible means, including ADCO, social media, LAC members, public calendars, Central Today, and other ways.
- The library's events committee is doing a good job, but could benefit from more student involvement. Students should be contributing to the ideas for activities and how to carry them out. Hands-on, interactive events that teach research or technical skills could be useful.
- Greater student representation needs to be sought for the LAC in the upcoming year. Students could be recruited from those studying library science and those working in the Diversity and Equity Center that may have a special interest in making the library a safe and inclusive space, especially given the anti-LGBTQ+ vandalism that happened to the library this year. The library should seek student feedback about what an anti-racist space could look like and what function it could serve within the library.
- The library is considering faculty book purchase requests more often than in the past, but the option to request these needs greater visibility on the library website. It takes multiple clicks to find the request link. Follow-up from the library has been good when materials are requested.
- The library should continue its excellent efforts to promote open access publishing and open educational resources use among faculty, including self-archiving (open access green) through CWU Scholar Works and other repositories.

*Submitted for consideration 17 June 2022 by Sterling Quinn, LAC chair AY 2021-2022*

## 2. Revised Bylaws

### CENTRAL WASHINGTON UNIVERSITY LIBRARIES LIBRARY ADVISORY COUNCIL BYLAWS

#### ABOUT THE BYLAWS

The Bylaws drafted by the Library Advisory Council (LAC) for the CWU Libraries specify the LAC's operations, including its composition, member appointment methods, and term of office. These Bylaws may be amended, or new articles adopted, by the consensual agreement of the LAC members.

#### 1. LIBRARY ADVISORY COUNCIL PURPOSE

- 1.1 The Dean of CWU Libraries holds the overall responsibility for its operational effectiveness and development, with strategic and operational guidance from the LAC.
- 1.2 Serve as advocates for the library to the University community and beyond; and act as liaisons between the community and the library.
- 1.3 Actively search for ways to improve the library and promote programs to make our patrons aware of its resources and services, including patrons of the wider community.
- 1.4 The LAC is elected from various memberships across the University community and serves as a consultative body.

#### 2. PROCESS FOR IDENTIFYING, APPOINTING, AND REPLACING MEMBERS AND TERMS OF SERVICE

- 2.1 The LAC will reflect the following representation from the University community:
  - One representative each from the Colleges of Arts and Humanities, Business, Education and Professional Studies, and the Sciences, and the Centers. Representatives will be selected from nominations through the Faculty Senate.
  - Three representatives nominated by the Associated Students of Central Washington University.
  - One representative selected from the civil service staff.
  - One representative selected from the CWU Libraries staff.
  - Dean of Libraries, ex-officio.
- 2.2 Members will serve a three-year term.
- 2.3 Procedures for membership appointment will follow the University's policy CWUR 1-6-120 University Committees, Councils, Task Forces, and Teams Procedures:



1. Solicitation of Council Members: At the beginning of winter quarter each year, the appropriate vice president or chief of staff will send to the faculty senate, division heads, the employee council, the associated students of Central Washington University, and/or the exempt employees association a list of standing councils with membership and current terms. The request shall include a statement of the purpose of the council and the schedule of meetings. Each group will be asked to solicit names of those interested in serving beginning in the fall quarter in open seats appropriate to each group. When appropriate, external community leaders will be asked to participate on councils.
  2. Prioritization of Candidates: Each group will develop a list of candidates for each applicable position, prioritize the names, and submit the list to the vice president or chief of staff by the end of the winter quarter.
  3. Each college, department, or division will develop appropriate mission statements, guidelines, policies, and/or procedures for each council to include membership requirements that will be submitted for review by the president's cabinet for final approval by the appropriate vice president or chief of staff.
  4. Membership appointment is conferred by the respective vice president or chief of staff and should be inclusive across divisions, staff groups and with student representation, when appropriate.
- 2.4 A Chair-Elect (or Co-Chairs Elect) will be selected at the winter meeting, to take over responsibilities at the following fall meeting.

### 3. LAC OPERATION

- 3.1 LAC represents participating Colleges' and constituencies' interests and advises CWU Libraries on issues related to repository management and development, standards implementation, interoperability, development priorities, and outreach and advocacy. LAC also reviews and comments on CWU Libraries' budgets proposed by the Dean of Libraries. For agenda items that require decisions, LAC will review and comment on proposals submitted by the Library and may request additional information in support of their deliberations. LAC members can propose agenda items for discussion on topics within the scope of the group's role. Some topics will require open discussion, and some matters with action items will necessitate decision-making.
- 3.2 A quorum requires the participation of a minimum of 51% of voting LAC members (not including ex officio members).
- 3.3 When the LAC considers any matter that requires a decision, the opinion of any LAC member will be considered by the LAC. As deemed useful and needed, Roberts' Rules will be used in running meetings, moderating discussions, and approving decisions.
- 3.4 The LAC will have the authority to adopt policies and procedures governing LAC

activities. The LAC may form subcommittees as needed and delegate to committees such powers as it deems fit, as long as those powers do not impinge on the rights reserved to CWU Libraries or any other members.

- 3.5 With regard to the LAC's communication, LAC agendas, and discussion outcomes will be shared with LAC members' constituencies for their review and comments. The representatives in LAC will act as liaisons and may seek input from their colleagues as needed before or after the LAC deliberations.

#### 4. LAC MEETINGS

##### 4.1 Meeting Frequency

4.1.1 Meeting dates, times, and places will be designated by the LAC's Chair(s). The LAC shall meet quarterly as a minimum with meeting schedules set as appropriate to the LAC's charge and activity. The duration of meetings will be based on agenda items and their urgency.

4.1.2 Special meetings of the LAC may be called at any time by the Chair(s) or by a majority of voting LAC members.

##### 4.2 Meeting Attendance

4.2.1 LAC members who cannot participate in an in-person meeting may participate remotely via conference phone or web conferencing.

4.2.2 Depending on the nature of agenda items, deliberations—including voting reaching a consensus—can be carried out on the LAC's mailing list.

4.2.3 An LAC member who fails to attend or fails to have a designated alternate attend two consecutive regularly scheduled LAC meetings may be deemed by the consensual agreement of the LAC to have resigned. The resulting vacancy may be filled in accordance with the provisions of Clause 2.3 above.

4.2.4 The Chair(s) will preside at all meetings of the LAC and will exercise general charge and supervision of LAC's affairs. The LAC will facilitate open and inclusive discussion and decision-making.

4.2.5 CWU Libraries will assign a staff member as Secretary to take notes during meetings and prepare meeting minutes. LAC members will review and approve the minutes. The LAC agendas and discussion outcomes will be shared with the various constituencies for their review and comments.

##### 4.3 Designating Alternates

4.3.1 If an LAC member is unable to attend a meeting, he or she may designate an alternate to act as an LAC member. The alternate must be a member of the LAC member's constituency (College, student, staff, or library). An

alternate may attend LAC meetings and will be deemed a member of the LAC for all purposes for the duration of the designation.

5. OTHER COMMITTEES AND TASKFORCES

5.1 The LAC may create and appoint members to such other committees and task forces as the LAC deems appropriate. Such committees and task forces will have the powers and duties designated by the LAC, and they will give advice and make non-binding recommendations to the LAC.

5.2 Each committee will consist of at least one LAC member and will operate for the term designated by the LAC.

6. VACANCIES AND RULES

6.1 The Chair(s) may fill vacancies on committees. Each committee and task force may adopt rules for its meetings that are consistent with these Bylaws or with any rules adopted by the LAC.

7. RESIGNATIONS, REMOVALS, REPLACEMENT OF LAC MEMBERS

7.1 Any LAC member or designated alternate may resign at any time by giving written notice to the LAC. If any LAC member or designated alternate ceases to be employed by or affiliated with the University, that member will be deemed to have resigned from the LAC. The LAC vacancy created will be filled in accordance with the provisions of Clause 2.3 above.

8. AMENDMENTS

8.1 Within the confinement of the LAC principles, these Bylaws may be amended and new articles may be adopted by the consensual agreement of all LAC members then in office. Depending on the assessment of the LAC Chair(s) and Dean of Libraries, the changes may be reviewed by the Provost.

### 3. AY 2021-2022 Meeting Agendas

**Library Advisory Council**  
**October 28, 2021**  
12:00 – 1:30 p.m.  
Library 288 Classroom

1. Call to order/Welcome and introductions – Sterling Quinn, Chair
2. Approve minutes of June 2, 2021 meeting
3. Library updates – Rebecca Lubas
  - a. Dean’s Fall Welcome: <https://www.lib.cwu.edu/deans-welcome>
4. Requesting material – Sydney
  - a. Demo of book purchase request
  - b. Feedback?
5. Discussion of Library support for classes – Sterling
6. Other business – All members
  - a. Winter meeting suggestions:
    1. Library Events – Guests: Maureen Rust and Erin Sulla
    2. Open Access – Guest: Maura Valentino
  - b. Recruiting student members:
    3. Refer to ASCWU website to apply: <http://www.cwu.edu/ascwu/student-representation-committees>
7. Adjourn

**Library Advisory Council  
January 31, 2022**

2:00 – 3:30 p.m.

James E. Brooks Library, room 288

*You may also join via Zoom if you prefer:*

<https://cwu.zoom.us/j/82329050023?pwd=Um1lbTA4N1BORCsxK0FXY2hoVTJ3dz09>

**\*\* Note:** Meeting will be recorded.

1. Call to order – Sterling Quinn (Chair)
2. Clarivate presentation: Web of Science & Library Tools for Research
3. Digital Initiatives presentation & discussion of Open Access Support– Maura Valentino, Scholarly Communications Librarian
4. Review and approve minutes of October 28, 2021 meeting
5. Dean's update – Rebecca Lubas, Dean of Libraries
6. Music Library update – Sydney Thompson, Associate Dean of Libraries
7. Other business – All members
8. Adjourn

**Library Advisory Council**

**April 15, 2022**

3:00 – 4:30 p.m.

James E. Brooks Library, room 288

*You may also join via Zoom if you prefer:*

<https://cwu.zoom.us/j/82329050023?pwd=Um1IbTA4N1BORCsxK0FXy2hoVTJ3dz09>

**\*\* Note:** Meeting will be recorded.

1. Call to order – Sterling Quinn (Chair)
2. Review and approve minutes of the January 31, 2022 meeting
3. Library events update – Maureen Rust, Student Engagement and Community Outreach Librarian
4. Dean's update – Rebecca Lubas, Dean of Libraries
5. Proposed changes to the Bylaws – Sterling
6. Discussion re: Chair nominations for 2022-2023 AY – Sterling
  - May schedule a follow-up meeting in May for discussion/voting
7. Other business – All members
8. Adjourn

## 4. AY 2021-2022 Minutes

### Library Advisory Council Meeting Notes

October 28, 2021 • 12:00-1:30 p.m.

Brooks Library, Classroom 288

**In Attendance:** Sydney Thompson, Col'Lette Gauvin, Rebecca Lubas, Sterling Quinn, Yukari Amos, Teneccia Dacass, Mara Gans, Eun Young Lee, and Shelley Berry (notes).

**Absent:** n/a

#### 1. Call to order/Welcome and introductions

Sterling called the meeting to order at 12:02 p.m. and everyone introduced themselves.

#### 2. Approve minutes of June 2, 2021 meeting

Teneccia motioned to approve the minutes without changes. Sydney seconded. All approved.

#### 3. Library updates (Rebecca)

- Collections updates were sent as part of our meeting materials.
- Library geared up to almost full in-person services for Fall. Has been open during pandemic but requests were low. Requests have really sky-rocketed since fall quarter started. Traffic is way up.
- New furniture at 3<sup>rd</sup> and 4<sup>th</sup> floor study rooms.
- Events: Open Access Author receptions last night with jazz group. Will continue to do events to celebrate and highlight open access.
- President's statements on vandalism in the library. In response, will be working with Women, Gender and Sexuality department to partner with their already-scheduled teach in on November 8<sup>th</sup>, 4:00 p.m. Pop-up mobile library, refreshments, photo booth, teaching, fill the space with LGBTQ voices and stories. In discussion about future events that will be more ongoing in nature, perhaps exhibits of faculty and student work. Will also have a book giveaway in the Library. Titles chosen from the Freedom to Read program last year, publicity will start in the next couple of weeks. Rainbow flag in rotation on display in commons. Looking into Safer Space training in the Library. Let Rebecca know if you have other ideas.
- Indigenous History Month – three authors speaking: Alexander Harmon: Reclaiming the Reservation, one of the Provosts choices for the One Book, One Campus book club. 11/17 Naomi Renville, and 11/30 Emeritus Dean Patricia Cutright will be in-person.
- Participating in design work with architects who have experience in working with educational bldg. and library, will be redesigning Music Library, will have focus groups to include music department, some from film and sound engineering. Bringing more technology into the library.

- Capital Plan – Last spring, the Washington State Legislature allocated funds for design of new buildings and includes a renovation to part of the library. Team kicks off week of November 8.
- Library spending time and effort to build research support services in the library to assist faculty and students. Two vacant library positions that will help focus on research once we recruit them. Still in the beginning stages but will send out more information once available.
- Mara suggested asking faculty to spread the word to their students about various events.
- Yukari also suggested sending events to the college Deans to send out, maybe themed for Research Smartz, etc. It was mentioned that emails are currently sent out to library liaisons but beyond that, not sure what happens. May have better outcome on emails sent directly from deans.
- As of January 1<sup>st</sup>, Rebecca will be interim dean of graduate studies. Does not change what we do here, just acknowledging changes.

#### **4. Requesting material (Sydney)**

- CWU Libraries is part of Orbis Cascade Alliance. Can get material from other libraries in the Alliance, courier comes daily. She demonstrated ways to request materials by logging in to library account. You may request what is here and we can even scan a portion, all request options are at the item level in your search. When you request a chapter article, it goes into the ILL system; we receive in queue, scan and email to you. If you find in catalog, it is owned by one of our partners. If not available we can request through libraries outside of the library, shared resource libraries.
- If you know what you want, you can go straight to your account and request through ILL, can request to purchase. Use the Libraries → Borrow and Request → Request Materials → Recommend a Purchase.
- Feedback from the group: It's really hidden, hard time finding. Are there criteria for approving purchases? When requesting from ILL, unsure how long it will take to arrive; is there a way to track it? Sydney wants to do assessment of communications going out and determine what needs to happen to provide better communication. Anything with Summit comes through courier and only takes a couple of days.
- Rebecca mentioned Library has been able to buy most everything that is requested; money is allocated for book purchases every year. 91% of budget goes to journal and database. When a request comes in, if from CWU faculty, is in print, costs under \$250 and has been published in the last couple of years, purchase is automatic without further approval. If not meeting all criteria, goes to Rebecca for further approvals.
- April 15<sup>th</sup> is cutoff for that year. Any requests after that are held over until the next fiscal year. Summit is deeply linked to the Orbis 37 academic lib in PNW region. Big 4 R1 OSU, WSU, UO, UW. Agreement about shared collections made, if 4 or more libraries already had it, should borrow rather than buy depending on needs. We appear to have taken that rule very rigidly and very seriously, which is why we don't have some things but Rebecca is open to purchasing. One project she did was to ask book vendor to do analysis of collection and compile list of books about PNW in the last 20 yrs. that we don't have in our collection. She is working to purchase and the Friends of the Library voted to use endowment money to fund the purchase.

#### **5. Discussion of Library support for classes**

- Instruction requests have skyrocketed, requesting librarians to come into classes, often 100 level courses, introducing students to library resources. Also, upper-level courses, diving deeper into looking at specific databases for research.
- Teneccia asked how we can make more visible to other faculty so they are aware of resources. Hold workshops? Research Smartz workshops in place now. Sydney suggested sharing at ADCO so it will be disseminated out to each department. Instruction request is under Get Support on



website. Can also add a librarian to the Canvas course. Subject liaisons are your contact for collections questions but can also do instruction. Programming at the library.

- New librarians:

Erin Sulla FYTE, special focus and heavily involved in orientation, great to connect with her regarding transfer.

Bridgette, NTT, role is ACRL resident, research to focus on library needs of first-generation college students.

## 6. Other business

- Winter meeting suggestions
  - Library Events - Maureen and Erin will come
  - Open Access - Maura will visit
  - Information on Research Support – will invite Ping
  - Brainstorming ways to become more visible
- In-person events returning: Pizza night this fall as well as other finals week events. Waffle night will be annual in Winter quarter.
- Recruiting student representatives

## 7. Adjourn

Sterling made a motion to adjourn the meeting and Mara seconded. Meeting adjourned at 1:28 p.m.

Notes prepared by Shelley Berry

## **Library Advisory Council Meeting Notes**

**January 31, 2022 • 2:00-3:30 p.m.**

Brooks Library, Classroom 288 & via Zoom

**In Attendance:** Sydney Thompson, Col'Lette Gauvin, Rebecca Lubas, Sterling Quinn, Yukari Amos, Teneccia Dacass, Mara Gans, Eun Young Lee, Fang Wang, and Shelley Berry (notes).

**Absent:** n/a

### **8. Call to order/Welcome and introductions**

Sterling opened the meeting at 2:02 p.m. Fang Wang was introduced as a returning member of the LAC. She previously served as a representative from the Centers and as Co-Chair during the 2019-2020 AY.

### **9. Clarivate presentation: Web of Science & Library Tools for Research**

Michelle Fleetwood and Brenda Miller gave an in-depth demonstration of Web of Science functionality, including using filters for search. Clarivate presentation was recorded for future reference and will be sent out to libtalk once complete. Brenda will forward additional links and contact information in case there are any questions.

### **10. Digital Initiatives presentation**

Maura Valentino joined and gave a presentation on Digital Initiatives. Scan and upload into ScholarWorks; Enhanced existing collections; Create collections from digital items; Create collections from previously digitized collections.

Scanned and uploaded theses for complete representation. Current students now upload their own. Scanned old newspapers and everything is electronic now.

Some performance tapes were previously digitized: linking to specific thesis and creating displays of concerts, etc.

Future DI: Currently creating a setup to digitize audio materials; Planning on creating a photograph overhead scanning station.

Scholarly Communications overlap with Digital Initiatives.

Copyright help, OER, and Predatory Journals (libguide in progress). If you think it is a predatory journal, you are probably right.

If faculty are interested in support for Open Access Education and there is enough momentum from this group, Rebecca would be interested to see if we should be advocating that from the Office of Research.

**11. Approve minutes of October 28, 2021 meeting**

Sydney motioned to approve the minutes without changes. Tennecia seconded. All approved.

**12. Dean's updates (Rebecca)**

- Report sent via email.
- Web of Science citation, Humanities, and Social Science, used Stellingwerf money for it. Fortunate to get some great resources with those funds.
- Teach-in had a great turnout. Books went so quickly during the book giveaway that they ran out.

**13. Music Library update (Sydney)**

- Music Collection has been by request since the pandemic. We are rejuvenating the music Library before we reopen it to the public. Goals: make it a welcoming place for more than just the music students. Making it a multidisciplinary space. November vision workshop with library staff and faculty. Invited the Music department and students for a focus group. Space should be Generative, Dynamic, Purposeful, and Inviting. Performance space, social space with comfy furniture, introduce recording booths, productivity space: computers, theory lab, keyboards, listening space. Very flexible. Met with facilities regarding removing walls, etc. Met with the vendor about furniture. CD cases were moved out into the hallway so they are more accessible during the refresh. Some collections have been moved to other storage areas so it is accessible by request during the refresh. Also being funded by the Stellingwerf gift. May also have donor opportunities for the space.
- Engaged with the Music department, faculty, and students and got some good feedback.
- Hoping to have it open for Fall 2022.

**14. Other business**

Fang expressed appreciation for the recent acquisition of a database for the business department. Sterling asked about the impact of budget limitations on the library. Rebecca hasn't received the final budget yet but hopefully, we should be able to maintain it. Lost some positions through attrition through the pandemic and have not replaced all that we lost. Now in year 3 for most journal subscriptions. Some budget challenges are linked to low enrollment. We may drop below the threshold though and could act as a bargaining chip to negotiate subscriptions for a lower price. Less students mean less fee coming back to the library.

**15. Adjourn**

Col'Lette made a motion to adjourn the meeting and Sydney seconded. Meeting adjourned at 3:25 p.m.

Notes prepared by Shelley Berry

## Library Advisory Council Meeting Notes

April 15, 2022 • 3:00-4:30 p.m.

Brooks Library, Classroom 288 & via Zoom

**In Attendance:** Sterling Quinn, Sydney Thompson, Col'Lette Gauvin, Rebecca Lubas, Yukari Amos, Teneccia Dacass, Mara Gans, Eun Young Lee, Maureen Rust, Fang Wang, and Shelley Berry (notes).

**Absent:** n/a

### 16. Call to order

Sterling opened the meeting at 3:02 p.m.

### 17. Review and approve minutes of the January 31, 2022 meeting

Sydney made a motion to approve. Col'Lette seconded. All approved.

### 18. Library events update (Maureen Rust)

- Library programming and coordination of other groups in the library. Strictly online with Covid onset, slowly starting to reintroduce in-person events. American Indian Heritage Month. 6<sup>th</sup> annual archives crawl, back in person. FOL book sale did well; the credit card machine made a big increase in sales.
- Winter: community resilience series: 6 events under the American Rescue Plan grant. Gave away 70 copies of Book: *The Body Keeps the Score*. Author Bessel Van der Kolk was the keynote speaker.
- Student Veteran Book Club: a partnership between ROTC, Advising, English, Veteran's Center, and the Library. *If I die in a Combat Zone* by Tim O'Brien. Sarah Blum was a field nurse during Vietnam War and will be here next week to do a discussion of her book, *Women under Fire*. Funded by the Libraries and Veterans National Forum grant.
- Archives and Special Collections started a collection of artists' books. An Artist's Book is when a book is taken and turned into a piece of art. Funded by the Hartman Endowment. April 27 will be the event kickoff.
- Spring: Resilience series is continuing. Also, doing storytelling events for 3+ yrs now. This is an opportunity for those from the Ellensburg community to talk about their culture and experiences in immigrating to the US. Companion grant program, book discussion on *The Good Immigrant*. It's been very successful and we will do a continuation of the book on May 12.
- Provosts lecture last night, inaugural event. Talk by Chong Eun Ahn.
- Finals week: virtual visit with author Mason Dever. They will be coming back on June 1<sup>st</sup> for a craft talk and author reading; Pizza Giveaways, Grab and Go Kits, Jazz and Crafts.
- Library has given away a lot of books, sometimes in response to current events: LGBTQIA+, books on immigration experiences, history of BIPOC experience in the U.S., graphic novels, and other books that have been frequently challenged. Gave away 70 copies of *The Body Keeps the Score*, 22 copies of *The Good Immigrant*, and 8 are still available. *All Water Has Perfect Memory* is another one.

- Currently working with a lot of grants, a mix of federal and state funding.
- Fang asked about students being able to follow the calendar. The best place is Facebook, Instagram, or Twitter. Getting the word out to students is always tricky. Per Rebecca, students tend to use Instagram more than other social media options we offer. Partners sharing out on other pages is super helpful for promoting events.
- A variety of events looks great, but having more modalities would be helpful. Virtual options to open it more to those who can't attend in person and bring the campus together. The library is talking about how we can develop more hybrid programming or recording to make available for later. Bessel van der Kolk's talk was recorded and posted to CWU media, and some CWU psychologists will be using it in their classes. Research Smartz. Collaborating with Learning Commons. Advertised on Central Today, Social Media, and the Library Events Calendar.
- The events committee meets quarterly during intersessions. Will now be a big meeting in the summer to plan out signature events and would love to have a student on it. A lot of the other events are opportunities that come up and fit into our mission and are planned later.
- Mara offered a student's perspective. The Mel's Hole event was very informative and helped students to learn how to effectively research. It can be overwhelming by how much there is to do but if people recommend events directly, or issue them as class requirements, students may be more likely to attend. Needs a little extra push sometimes. Extra credit offered for attending events would be great.
- Teneccia said there is an Edge Platform offered in COB that incentivizes students to attend events. The First 6 Weeks offer research strategies, and students have to get stamped for class. Partnered with SLICE, Wildcat Leadership Academy.

#### **19. Dean's updates (Rebecca)**

- Library resources and funding: Under the circumstances, she is very happy with the library budget for next year. Received the funding for COLA; 6% inflation on collections, will not be forced to cancel subscriptions we want. Gives us wiggle room, as they range from 3-6%. The book budget will be allocated slightly higher than the current year. Not being able to get a resource has more to do with availability and licensing instead of funding. Updating collections to fill in gaps, FOL used their endowment to round out PNW collections. Rebecca is confident this can continue next year. A lot of journal packages will be up for renegotiation next year and rates are based on enrollment. Since enrollment is currently down, that may work to our advantage when negotiating vendors down in cost. Professional Development Travel budget within the library and in-person programming were not used due to the pandemic so funds have been rolled over into collections. Hartman Fund is earmarked to keep developing special collections.
- Vendors are willing to do training so we can invite the vendor if there is interest. Sterling: Talked about Social Explorer, can make quick maps, cartographically, could be useful in many different fields.
- ProQuest/VHA might be here on May 3<sup>rd</sup>. Archive with holocaust survivors and other survivors. One-time purchase. Shelley will send out an invite once the date is confirmed.
- Good eBook package from Elsevier that hits a lot of the sciences, including social sciences. Will send out the info once access is turned on.
- Staffing will remain lean. We may recruit another staff member but not likely faculty at this time. No growth in the budget for new positions next year. Not unexpected and happy to stay stable for now.
- A mix of new content, some we had before but were on microfilm. Trying to reduce that format, is not very user-friendly. We do have great readers available now if you do need to access them. Full-text search is much better though. Replacing large gov info sets that were on microfiche. Microfiche was not healthy and was brittle and yellowing.

**20. Proposed changes to the Bylaws (Sterling)**

Adding a chair-elect. Would like to change term lengths to 3 years. Would be pertinent to all incoming members as well as those current members (if they are interested). Tennecia made a motion to approve, and Fang seconded. All agreed. Shelley made changes to bylaws and Rebecca will take it to the Provost for final approval.

**21. Discussion re: Chair nominations for 2022-2023 AY (Sterling)**

Will hold off until bylaw changes are confirmed. Once confirmed, Sterling will send an email out to see who all may be interested and it will go to a vote. If no one else is interested in the chair position, then Sterling said he is happy to continue in his current role.

**22. Ideas to develop:**

- Tennecia asked about the Anti-Racism space in the library. No specific space but we did have some programming. We're going to have a teach-in but ended up having to move all online due to a surge in Omicron. Ideas for use of library space would be great interactive input from Council. What would it look like? Mara: It would be a good idea to ask students that question. Rebecca: Students need personal connection and encouragement to participate. Great once they are there but hard to get people to attend. LAC would be good to be a conduit to get the information out to students.
- Great engagement with student government the first year but has been sparse since. Rebecca visited student government meetings and the student fee board. Three positions for student representatives; they can apply through the ASCWU website. LIS instructors could pitch that this would be good.
- The goal for next year is to get 3 student representatives on the council.
- If needing student feedback, send out a Qualtrics

**23. Adjourn**

Col'Lette made a motion to adjourn the meeting and Sydney seconded. Meeting adjourned at 3:25 p.m.

Notes prepared by Shelley Berry