

Collection Development Committee

Wednesday, November 5, 2008

Meeting Report

✚ **Members present:** Andrea Gillaspay-Steinhilper, Terri Hagle, Susan James, Pat Boerner, Sue Yarbrough (sitting in for Annette Ward), Jim Franz, Linda Cullom, Carol Flakus, Gary Nyberg, Dave Cordero, Ray Lindsey, Jon Kerr, and Fran Nelson, Recorder

✚ **Welcome & Introductions**

- Jon welcomed attendees and asked for introductions around the table.
- NetLibrary eBook Sharing – Andrea
 - Andrea demonstrated accessibility to LCC's collection of eBooks which currently totals 405. This collection was purchased for a flat fee of \$4,000.00 as a "first level package". Books can be added at any time.

✚ **The purpose of the Collection Development Committee** is to establish collaboration between library staff and faculty in order to make a concerted effort to meet instructional needs of every department. Our goal is to ensure that LCC's Library holdings, equipment, and services are focused on the curriculum and programs of the College to ensure that faculty have the resources to support instruction.

- Collection Analysis – Terri
 - Terri presented the committee with a WorldCat Collection Analysis handout which clearly shows LCC's last major purchases were made in the 1980's. Our collection is outdated since technology has progressed so quickly in recent years. This committee will increase much needed holdings. Budget monies have been brought back from specific departments to the library as a means of involving faculty. Departments are urged to communicate needs to library liaisons who will serve as content experts to ensure current and accurate resources

are available to students. 95% of faculty recommendations are purchased.

Review Collection Development Policy

- A draft of Policy and Procedures was presented to committee members for review and comment. Edits to the policy should be made prior to the next meeting (December 03). Areas that were highlighted in the meeting were General Selection Criteria, items 1/12 (these items will serve as a guiding tool), General Selection Criteria for Electronic Resources, items 1/10 (a process that will involve IT at the beginning of a process rather than at the end), Procedure for Review of Library/Media Center Material plus Appendix C (process for removal of material), and the Mission Statement found on Appendix B (another relic from the 1980's). Of interest - our library has only received two complaints of offensive material in the past 20 years and those were from members of the general community. Assistance is asked of faculty to weed. The team process works well since ultimate decision is made by two different sets of eyes. Suggested was a rotating schedule by department.

Flow of Collection Development Materials

- Materials received via mail or other means will be carried to this committee for distribution back to the area departments for discussion. Library staff will serve as department liaisons. This committee will spend the majority of time considering and prioritizing departmental recommendations.

Develop Procedures/Process for recommending materials for consideration

- Discussion topics included Circulation Policy and borrowing privileges. The committee was asked to look at current policy and offer suggestions by the next meeting. How are Woodland and Online learners to obtain materials? Since LCC's system is shared with the Public Library we are unable to electronically renew. LCC is considering a new system for circulation. A successful feature new to us is the Reference Chat which is a statewide 24/7 "live" reference

librarian. We supply a live body only four hours a week. Electronic holds must be mediated by library staff.

ORBIS Database Discussion

- Current Databases – Andrea
 - Is this of use to the departments? Which resources should we purchase? What is of value to the areas? Can we purchase pieces? Decision will be made by June 01. Nursing needs full-text articles which don't appear to be available through ORBIS. Andrea asks for faculty to contact her for assistance. She'll either find resources or advise a list of substitutes. See website for list of databases we currently have.

Department Recommendations

- Natural Science Recommendation – Jon
 - The committee agreed to the purchase of DVD: The Universe Within Series:NOVA and paperbacks entitled Best American Science Writing 08 and Best American Science Writing 07. It was determined the spiral bound book entitled An Introduction to the Aquatic Insects of North America should be considered for departmental purchase since this book would be housed in the Natural Science labs and not in the Library.
 - For future meetings the committee will be presented with current budgetary status.

Other

- Please submit all future requests electronically to Fran. The next meeting will be Wednesday, December 03 @ 3:00 in LIB 103.
- Meeting adjourned @ 4:15.