

Collection Development Committee

Wednesday, December 3, 2008

Meeting Report

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.

- + **Members Present:** Pat Boerner, Dave Cordero, Troy Farnham, Carol Flakus, Jim Franz, Andrea Gillaspy, Terri Hagle, Susan James, Jon Kerr, Ray Lindsey, Annette Ward, Deborah Wöhrmann, and Fran Nelson, Recorder
- + **Members Absent:** Linda Cullom, Jim Dillinger, Gary Nyberg, Carmen Robinson, and Raymond Morrison, ASLCC Representative
- + **Welcome & Introductions**
 - Jon opened the meeting at 3:00 by welcoming attendees and distributed draft documents for review and comment.
- + **Committee Review and Motion for Approval**
 - **Collection Development Policy**
 - Document states criteria for selection and the process for review of library media.
 - Suggestion was made to use consistent wording throughout the document when referencing Library Services.
 - *Dave Cordero made a motion to accept the policy document with the suggested amendment, which will read, "Lower Columbia College Library Services". Susan James seconded. Motion carried.*
 - **Circulation Policy**
 - The process of assessing and collecting fines was clarified. In order to get media returned it is most cost effective to have at least a minimal Fine system in place. Any monies collected are deposited into a recovery account from which replacement media is purchased.
 - Policy regarding Community Users is in the process of being updated.
 - *Ray Lindsey made a motion to accept the policy document as written. Pat Boerner seconded. Motion carried.*
 - **Library Services Mission, Vision, Outcomes, and Goals**
 - Statement is meant to emphasize "teaching environment" as an important focus in the accreditation process. Teaching competency is at the core of our objectives. Deborah Wöhrmann suggested the following amendment in the first two lines:
.....a physical and virtual teaching **and learning** environment that promotes **learning, academic inquiry**, support instruction.....
 - *Andrea Gillaspy made a motion to accept the Mission statement with suggested amendments. Terri Hagle seconded. Motion carried.*
- + **Collection Development Budget Overview**
 - Library Services currently operates with less staff while daily users have increased 400%.
 - Terri prepared and presented a handout summarizing Library Resources Budget for 2008-2009. Electronic needs from EBSCO are approximately \$13,000.00. The goal of this

committee is to approve and purchase 95% of faculty requests. This will be achieved by reviewing and acting on requests monthly rather than one larger purchase at the end of the year.

Review Flow of Collection Development Materials

- Library staff reviews all advertised media offers and flags items/pages of interest. After circulation is complete the items are to be returned to Terri and she will place in the empty bookcase in upstairs office area where faculty members are encouraged to browse through the items. Department reps to the committee are encouraged to bring suggestions to the Collection Development committee. Items can also be delivered by Library Services liaisons to instructional departmental meetings where questions can be answered or suggestions made.
- Terri brought a portion of media advertisements and distributed those to department reps attending for delivery to and discussion with their respective departments.
- Library representatives are available for all instructional departmental meetings and can bring media offers to share or just to answer questions.
- Office of Instruction will add a checkbox to the course plan form indicating library services support.

Department Requests

- Attendees reviewed pages 4/9 of the Policy pertaining to General Selection Criteria which practices the philosophy that purchases will become part of library holdings that will be direct support to instruction.
 - Deborah Wöhrmann, Language & Literature department, brought forward a number of DVD's to purchase – some of which would serve as replacements for worn VHS formats. The committee felt her requests were good choices and agreed recommend them for purchase.
 - Andrea Gillaspay, Library Services, suggested the purchase of the Encyclopedia of Psychology as a replacement for our current copy, circa 1974. The committee believes this text is an important holding as a great reference. Andrea was asked to check on electronic availability and then recommend purchase of the book in soft cover.

Department Recommendations

- **Science Direct**
 - Inexpensive database.
 - Full text articles.
 - LMDC members can choose from six specially priced collections.
 - Need to look at titles in databases to see if they would be useful.
- **Orbis Cascade**
 - Has both full text and abstracts.
 - LMDC libraries can join Orbis Cascade Alliance as a group which will enable library to purchase online materials at consortium prices.
 - Enrollment fee is \$4,000 for a two year period starting July 01, 2009.

Other

- **Proquest Loses Access Rights to Seattle Times**
- **24/7 Virtual Reference Coming to LCC**
 - State supported.
 - By spring 2009 LCC will have access.
 - Our cost = 4-6 hours/week of reference librarian.

Next meeting – tentatively scheduled for Wednesday, January 07, 3:00, LIB 103

- Agenda item – Fair Use Policy