**Library Advisory Committee**

**Meeting Meetings**

**March 15, 2021 | 10:00am**

Present: Doug Klepper, Li Ren-Kaplan, Brett Holbrook, Randy Handel, Ulysses Fann, Nance Lempinen-Leedy. Guests: Diana Matthews, Sarah Ingley, Mike Muhlhauser, Jenna Miller

* Klepper called the meeting to order at 10:08am.

**Updates**

* Lempinen-Leedy gave an update regarding personnel changes – Sokol and Holland retirement, Leppin new Library Support Specialist in Technical Services, Ingley new Circulation Supervisor. Library Director was a failed search in Spring 2020, Lempinen-Leedy continued as “Acting Director” until October 2020 when appointed “Interim Director”; no current plans to initiate another search.
* Lempinen-Leedy gave an update on Library Services during COVID – building open since start of fall term 2020 with all staff onsite either full-time or staggered schedules; slightly reduced hours; all services continue with a combination of in-person and online services. Many fewer people in the building but many who are regulars and clearly need the space/services. Seeing a spike in usage of e-Resources.
* Lempinen-Leedy explained the upcoming Poetry Slam event on April 1st at 2pm & 7pm. Live streaming of student produced videos of poetry readings. <https://sfcollege.libguides.com/poetry-slam>.

**New Business**

* Miler gave an update on the Integrated Library System (ILS) upgrade. Go-live date is set for July 13, 2021. Will involve a new library catalog with new functionality on the user and backend side. There will be cut-off dates for UBorrow services and the library will publicize these to the SF community before the end of spring semester. As part of the switch, we are losing Curriculum Builder (online reading list tool) but library staff is looking for a replacement.
* Ingley, Muhlhauser, and Matthews presented a proposed Patron Proxy Policy. Policy would allow any SF Library patron with a disability that might interfere with their ability to borrow materials in person to authorize a proxy to borrow physical materials on their behalf.  Klepper moved to call the vote on the approve the policy; Policy approved unanimously.
* Matthews presented a proposal for the Personal Librarian program. “Creation of a personal librarian program where students are assigned a librarian, like they are assigned an advisor, who will proactively reach out to students at set times in the semester and serve as an accessible point of contact for research or resource questions.” Members discussed various pros and cons – overall admired the spirit of the idea but thought it might become burdensome for library faculty. Handle suggested a pilot in the fall semester with his ENC1102 and ENG2102 courses. Ren-Kaplan also volunteered to pilot the program in her fall term SPC2608 as did Klepper in conjunction with the embedded librarian program.
* Collection Development Policy – tabled due to time.
* Open Discussion - none
* Klepper adjourned the meeting at 11:10am