

**Queensborough Community College  
of the City University of New York  
Minutes of the Library Committee  
A Standing Committee of the Academic Senate**

**Date:** December 2, 2015

**Room:** Library 224

**Committee Members in Attendance:**

Prof. Joanne Chang (Committee Chair), Prof. Jeanne Galvin (Chief Librarian and Presidential Delegate), Ms. Lisa Scandaliato (Secretary) Prof. Helmut Loeffler, Prof. James Timbilla, Prof. Sujun Wei, Sayma Chowdhury (Student Representative), and Bolaji Ayorinde (Student Representative)

**Review/Approval of Minutes:**

Minutes of October 28, 2015 updated and approved via email.

**Minutes:**

The committee continued to review the charges outlined by the College's Steering Committee.

1. Charge: Continue excellent initiative, in cooperation with Library, and Art faculty, of updating the artwork displayed in Schmeller Library.  
Artwork that was framed in the summer is hung throughout the Library. Some art prints are still not framed – waiting for available funding to complete the job.
2. Charge: Continue excellent initiative of encouraging the extension of Library hours for students who require quiet study space and access to electronic resources and reserve books.  
Director Jeanne Galvin explained that the Library's hours are extended during finals week, and during that time students have access to all electronic resources and books on reserve.
3. Charge: Monitor reconfiguration of balcony space as quiet study area: is area fully utilized? Impact on Library usage?  
Director Gavin considered using a sign-in sheet to oversee the quiet area usage, but it is difficult to enforce sign-in. On a positive note, the area is consistently utilized, and students have commented positively in regard to the extra study space.
4. Charge: Monitor possible implications of Technology plan for Library Electronic Access (with Computer Resource Committee).  
Chair Chang has been in communication with the Computer Resource Committee and at the present moment there is no talk of an ongoing plan. Chair Chang will follow-up.

5. Charge: Collaborate with Committee on eLearning and Student Activities on "fitness while studying" project.  
Chair Chang will be following up with the appropriate committees to learn more about this project.
6. Charge: Request reports on Library support sessions for faculty and student across curricula.  
Director Galvin will provide the committee with the necessary annual reports.
7. Charge: Report on information technologies/digitalizing the collection/availability of e-books for student reference.  
Approximately one third of the Library's collection is available via e-book. Majority of textbooks assigned by professors are not available in e-book format making it difficult to digitalize the collection in its entirety.
8. Charge: Report on long-term planning for Library and Library sessions in the Master Plan.  
Chair Chang will research a little more about the Master plan.

Meeting adjourned.

Respectfully submitted,

Lisa Scandalianto