

Strand II Meeting Minutes -- 2/07/06

In attendance: Dave Patterson, Yolanda Valenzuela, Gerardo Pacheco, Regina Blok
Absent: Rita Sabbadini, Jacqui Phillips, Lezlee Ware

ITEMS:

Yolanda reported that Lezlee may not be able to attend future meetings due to her commitment with President's Selection committee appointment.

Dave introduced Christie Windley, a library intern from San Jose State University.

Yolanda gave a summary of how she derived questions for two survey forms that she has composed. This came from her desire to substantiate information on 1c—her segment of the committee strand. The first survey looks at how professors use the Library's services. The second survey looks at the collection/materials/technology within the Library. It was noted that some of the questions on the second document may need additional clarification or examples given for better "readability". The group recommended that Q7 on second document would be deleted. Q8 will also be deleted.

There was general discussion about what is Alternate Media with respect to the questions about equipment on Yolanda's survey and in the Strand II materials. Regina and Dave gave examples of Kurzweil (text to speech) software, a boom box for audio, a graphing calculator, computers, etc. Dave's "wish list" for the Library includes a video camera, which would expand the variety of equipment and options for curricula use in the Library.

Regina will contact Bart about clarification on the coming student services survey to see if sharing data from that survey and, whether or not faculty will be included in the survey population. She will then distribute the results to the rest of the discussion to the committee.

Dave commented that we are off to a good start. Jacquie and Gerardo have made appointments with Dave and Regina has scheduled also with Dave. Yolanda remarked that the point of the survey is to have consistency and save time with asking questions of all of the people that we need to contact to gather data for our strand. Yolanda raised the question of whether or not there is funding for a student assistant to collate the data and put it into a spread sheet. Dave has student workers in the Library and perhaps these students can count the data. Regina will discuss with Katherine in DSPS the possibility of her putting raw numbers into EXCEL format.

There was discussion of what/who constitutes learning support services. Is this EOPS? Is it SSS grant? Is it CTL? Is it Upward Bound, Counseling Center, MESA? Input from Anniqua and Melissa is probably needed to clarify the answer to this question. What units did this cover in the previous accreditation report? Dave will contact Melissa and Anniqua and forward to result to rest of committee.

Dave gave clarification as to what has been accomplished thus far. We are encouraged to continue to have conversations with people. How much in depth are we supposed to go? Example: Gerardo has the question (1.d) on maintenance and security for the library and learning support services. Yolanda thinks this may refer to funds for keeping the library clean and safe. Instructors often have concerns/complaints about the cleanliness of their classrooms and maintenance of tables, chairs and other equipment. Should we/would we be expected to include copies of work orders from Facilities and IT as “evidence” to support what we learn as a committee regarding this point (and other points of Strand II)? Is it copy of the Campus Security Schedule? Dave will take responsibility for gathering the answers to these questions. It was determined that as much evidence and hard documentation that we can locate we will gather as each committee member meets with different persons on campus or collects survey data

Another discussion topic by the group regarded the context in which this information should be framed for our final report. The discussion led to a feeling that as evidence is gathered the context will “write” itself.

The next meeting is confirmed for February 21 from 2:15PM-3:45PM in the library. Jacqui will be the note taker for the Feb 21 meeting

This meeting adjourned at 4:15 PM

Respectfully submitted,
Regina Blok