



Library Subcommittee Minutes: March 13, 2025

Approved LSM 24-08

Present: A. Camacho, A. Choudhury, G. Choi, N. Forouzesh, S. Minslow (Chair), C. Rodriguez (Executive Secretary), L. Terrones (Vice Chair)

Absent: T. Meyerott, A. Vergara

Guest: D. McCaslin

1. Call to Order

Chair Minslow called the Zoom meeting to order at 10:54 a.m.

2. Announcements

None

3. Intent to Raise Questions

None

4. Approval of the Minutes of the meeting of Feb 27, 2025 (LSM 24-07)

It was m/s/p (Terrones) to approve the Minutes.

5. Approval of the Agenda

It was m/s/p (Terrones) to approve the agenda.

6. Update Reports

6.1 EPC Liaison – Azalea Camacho

Discussed in EPC lately was the email from the Office of the Provost and Vice President for Academic Affairs that mentioned the minimum caps and enrollment to run a course and how EPC should be consulted in the decisions. EPC created a memo to the Executive Committee summarizing the Committee's position on curricular decisions relating to budget reductions and the impact on student teacher supervision. A time certain with was scheduled with Andrew Chavez, Coordinator of Graduate Resource Center, to address The Grade Forgiveness Policy.

6.2 ASI – Vacant, no report.

6.2 University Library – Dean Rodriguez

- The library is finalizing the Impact Report and the digital copy will go out to the campus community within the next week.
- We're dealing with the loss of personnel. David McCaslin, Director of Operations and User Experience/Services will be leaving the library to take on a new position at the Claremont colleges. The Associate Dean, Marla Peppers, was on leave for six months through the end of March. Her leave has been extended for another three months. Every department in the library is being impacted by this.
- As a result, the library is rethinking organizational structures, services, and how we provide a high level of support and services to the campus community with the least amount of impact to the students and faculty.
- The library continues to be a very busy and vibrant place. The opening of Women's History Month collection showcase on the second floor or the Reading Lounge. Members were encouraged to visit.
- The Council of Library Deans with the Chancellor's Office staff inga are working hard to advocate for increased central funding for our collection.
- The Dean is actively exploring external funding, working with Advancement, they have been successful in having several meetings with prospective donors and community supporters who really value the role of the

library.

- An AI survey was sent to faculty and students from the Chancellor's Office. A website is being created about AI. It will have the results of the survey as well as other resources and support for faculty and student who need to know more information. The library is interested in AI literacy aspect of AI; many of our librarians are very much involved in those initiatives.

7. Articles on Demand Demo (LS 24-02) – 11:15a.m. Time Certain

David McCaslin, Director of Operations and User Experience/Services, provided an overview of Articles on Demand proposals of the services to deal with budget increased costs, budget cuts, and how the service is implemented from the big deal journal package system.

8. Budget Update

Dean Rodriguez provided a collections budget overview, the challenges of the annual increases to article databases and scholarly journals with the library budget remaining flat for the last few years.

Discussion to continue at next meeting.

9. Next Meeting – March 27, 2025

10. The meeting adjourned at 12:07 p.m.