

Queensborough Community College Of the City University of New York

Minutes of the Library Committee A Standing Committee of the Academic Senate

Date: December 12, 2012

From: Joanne Chang and Elizabeth Di Giorgio

To: Dr. Emily Tai, Chair of the Academic Senate Steering Committee
Dr. Lana Zinger, Secretary of the Academic Steering Committee

The meeting began at 12:00 p.m. in the Library, room 224 and ended at 2:00 p.m.

Committee members in attendance: Professors Diane Carey, Joanne Chang, Jeanne Galvin, Liz Di Giorgio and guest, Professor Emily Tai.

- Approval of November 2012 minutes.
- Prof. Galvin noted the availability of a color copy machine at the library for 25¢ per copy and free black and white copies for Library Information Literacy classes in L302.
- Discussion regarding extending Library hours on weekdays and weekends.
 1. Dr. Tai noted a request from a student for study space in the Library on weekday mornings at 6 a.m. (to accommodate students coming off the graveyard shift of work) and longer hours on Sunday (Fall 2012 schedule: 10 a.m. to 3 p.m.).
 2. Prof. Galvin noted that it costs \$100 per hour on average to open the Library, requiring one librarian and two support staff (circulation desk and computer technician) depending on the needs of students.
 3. Questions were raised regarding the number of students the Library serves in order to justify the hourly \$100 cost.
 4. As for Sunday December 9th, 388 students showed up during the five hours (10 a.m. to 3 p.m.). Dr. Tai estimated that a number between four and five hundred people may be needed for the Library to remain open until 5 p.m. on Sunday (seven hours total), leaving a feasible goal of 70 students per open Library hour on Sunday.
 5. For weekday nights, Prof. Galvin noted, as an example, that there were 17 people staying in the Library from 9 p.m. to 10 p.m. (closing time) on Tuesday, December 11th.
- Discussion of space and cyber space in the library and library webpage respectively for books and information regarding Academic Freedom with Dr. Tai.

1. A tour of the archives room with the Library Committee and Dr. Tai led by Professor Constance Williams. The archives room is a beautiful and organized room filled with documentary books and publications from QCC, CUNY and even from SUNY, dating back to the 1920's.
2. A discussion of the suggestion from Dr. Tai for shelving books regarding Academic Freedom in the Archive room.
3. A visit to L302 to view online Lib. Guide dedicated to Academic Freedom <http://qcc.libguides.com/content.php?pid=412750>
The lib guide is currently under construction by Professor Jean Amaral, the Library's Emerging Technologies Librarian. A library assistant demonstrated how to access the lib guide. A discussion of the links that might be included on the site ensued.
4. Director Galvin and Dr. Tai noted that there is much material that could be digitized, but that grants to fund such undertakings are scarce. Director Galvin noted that a faculty member teaching English 101 brought a class to work on a project in the archives room, and that, perhaps, there would be interest in doing so among other department or programs, such as the Museum and Gallery Studies program. Professor Di Giorgio noted that there might be potential for faculty members to incorporate the archives in conjunction with Service-Learning projects.
5. The Committee and Dr. Tai proceeded to the 3rd floor open space to discuss the general shortage of space within the library. The shortage of quiet study space was noted, as well as the general loss of library space over recent years to other departments and offices. The ground floor, for example, is currently used by the Academic Computing Center and the Campus Writing Center, as well as The Student Learning Center.

Submitted by,
Dr. Joanne Chang