I. Minutes approved for December 7, 2012

II. Member Reports (round-robin)
   a. Sarah (HonoluluCC)
      i. The library has moved to their temporary space; they were not open the first 3 weeks due to issues with ADA accessibility
      ii. They currently have shorter hours and close at 4:30pm
      iii. HCC is not circulating any books; all books for students are coming through ISL
      iv. Library instruction is working with other departments to find classroom space; so far they haven’t turned away a class
      v. HCC has a subscription to Image Quest by Britannica which has copyright cleared images; students are able to find images to use on all topics; they also enjoy the citation feature
      vi. Library evaluation forms: they have a subscription to Survey Monkey and link to the evaluation form in libguides
   b. Wayde (LeewardCC)
      i. This is the busy point in the semester, the instruction program is filled for the next month
      ii. Wayde taught 4 Spanish classes that were using indigenous topics for problem based learning; he made a libguide to support these classes
      iii. FYI: the Kimo Bean coffee shop has opened in the library
      iv. English 22 began requiring the information literacy exam for all students to assess their SLO; Junie Hayashi is assisting with this program
      v. Has there ever been a discussion for a common assessment for the CCs? One English 22 student asked it the passing the WindwardCC program would apply to LCC; has this been asked at other campuses?
      vi. Wayde showed the committee the library program for English 100; he uses a Google site for the tutorial portion; this is linked from the LCC library homepage
      vii. Wayde uses the mail group feature in Laulima to target his emails to specific groups; he now inputs all the usernames into the library program himself instead of having the students add themselves; this is time consuming for him but frees up class time
   c. Sara (UH Manoa)
      i. Wishes she could hide different sections of her Laulima class from various classes, e.g. Botany section that cannot be seen by Biology students
      ii. Discussion of other options for her online programs pre-test/post-test: Google docs forms has limitations; Moodle and Canvas may be other options
      iii. She has had more requests for instruction, including instruction on evenings and weekends: worked with Biology 275 lab which has 10
sections with 25 students per section; for these classes she has a test on the veracity of scientific data on the web and using Voyager; she enjoyed the walking tour of the library where she highlighted unique areas like Juvenile and the folios

iv. Sara also taught Botany 101 and enjoyed teaching entry level students

v. FYI: Hamilton Library will have an AC renovation for BHSS, Hawaiian, Asian; not sure yet about the timing but there will be a collection freeze and will affect ISL

d. Roberta Woods (UHM Law)

i. Teaching a Preparative Practice course which is an upper level class: The course is now a 2 credit class which meets once a week for 2 hours. It was previously an experimental course with modular offerings (Business Law, Criminal Law, Family Law, etc.). The location focus is now Hawaii in response to the difficulty of accessing other state laws/resources when students focused on other states.

ii. In this course, students use resources at the Supreme Court Library, State Archives, Legislative Reference Bureau, and court libraries. They create a reference shelf notebook they can use in their future practice. In the notebook, they have copies of the table of contents from helpful books, copies of forms, the Supreme Court citation guide, and seminal cases

iii. Students also have a legislative history assignment where they research how one law in their area of practice was created

iv. Also worked with 2nd year writing course on legal research

v. Created libguide on standard of review in preparation for questions student will have

vi. The library has a research center staffed by RAs at the reference desk; the center is used by appointment; they trained the RAs on scholarly research

vii. The library is currently in the process of hiring an additional instruction librarian

viii. There are currently questions about the flooring renovation scheduled for May

ix. Roberta testified at the Legislature on the Uniform Electronic Legal Materials Act (UELMA), which is an initiative of the American Association of Law Libraries (AALL); as states have stopped printing law for the public and have gone to only online access, the bill asks that online state laws will be authenticated/official and permanently available to the public

e. Angela (JABSOM)

i. Taught an Honors 491 Cultural Competency for Health Professionals; the course has practical projects; she has added health literacy information to the libguide

ii. There is a Cross Cultural Health Care conference next week

iii. Working with Primo on the front end; JABSOM already has the Primo search box on their home page; interested in methods of using Primo in instruction

iv. JABSOM plans on redesigning their website at some point in the future

v. Angela finished the education piece of the test accreditation report; the actual report will be due in 2016

vi. Revamping the mobile medical app page in a libguide to teach student how to use apps to meet their needs
vii. Plans to work on grant writing to find funds to upgrade equipment

f. Lari-Anne Au (UH Hilo/HawaiiCC)
   i. Lower number of instruction requests; could be due to new lecturers or changes in teaching assignments
   ii. Some faculty in upper division courses don’t see the need to schedule classes because students have had English 100; one instructor wants a workshop done outside of class
   iii. One Kealakehe High School librarian observed library instruction sessions to learn more about the information literacy skills students are expected to have at the college level; she observed a UH Hilo English 100 class, a HawaiiCC English 100 class, and a Hawaiian studies class; a second visitor will be coming in February
   iv. Amy Saxton, the distance learning librarian is on sabbatical; Lari-Anne will be working with some of the online classes, e.g. English 102 class
   v. The library is finishing up the search process for a temporary Public Services librarian who will assist in library instruction and reference
   vi. The Mookini library homepage has been moved to a libguide (it is forwarded from the original URL); this enables all librarians to make changes as needed

III. Old business…updates
   a. Primo
      i. Some libraries have Primo access on their homepages
         1. JABSOM has the One Search box on their page; Angela has tested it and found articles that were more easily accessible than doing a regular PubMed search
         2. UH Hilo recently added the link; students have begun using it and asking questions about its features
         3. UH Manoa (Hamilton) went live on February 1st; The UH Manoa page has a link to a libguide that explains more about One Search
      ii. Films on Demand not accessible through Primo; has MARC records that can be added to Voyager
      iii. Future agenda item: teaching Primo in library instruction
   b. Peer Evaluation
      i. Recommendation to remove LIS students as reviewers
      ii. Recommendation to remove #8 Effective use of physical setting from A:General Feedback
      iii. Tabled other decisions until next meeting

IV. New business
   a. Faculty database survey: The survey sent out by UHLC is in response to a request from the All College Council of Faculty Senate Chairs to have system-wide access to databases
      i. Some campuses have reservations about sending out the survey
      ii. Discussion of increasing resources that are now unavailable to public patrons; less print materials and more online subscription databases
   b. Meeting locations: interest expressed at meeting at other locations; suggestion to visit library classrooms at Hamilton at a future meeting

V. Other
   a. Next on campus meeting is April 5, 2013