

**Palomar College Library and Information Technology
Advisory Board Meeting
Minutes
March 7, 2023**

Attendees: D. Bradds, S. Cassetti, J. Cater, I. Clark, M. Cleary, O. Contreras, A. Doyle Bauer, A. Kalish, L. Morrow, M. Ohnstad, D. Parsons, C. Pickford, D. Robertson, E. Sirkin, A. Sotelo, H. Steinman Bakken, J. Stone, D. Studinka, J. Wilcox, K. Woolley, M. Zimmerman, B. Zou

The meeting was called to order at 10 a.m. H. Steinman Bakken was the chair and B. Zou was the co-chair.

Minutes: The minutes were approved unanimously.

Agenda:

Palomar College Updates

Palomar College offered more than 80% of the classes in person or hybrid at the San Marcos campus for Spring Semester 2023. The centers have lower percentages. The class enrollments have been reduced since pre COVID.

New Vice President, Instruction, T. Recalde, started January 2023. New Dean will be hired for the Languages, Literature, & Library Division possibly by Fall Semester 2023.

Library and Technology Program Updates – Library Technology Faculty

Certificates: Five graduated with the Associate of Arts Degree and fourteen graduated with the Certificates of Achievement.

California Community Colleges included 68 with improved enrollments since COVID. LT program will hopefully return to pre COVID enrollments with 30-40% higher than the current enrollments.

Peer Online Course Review (POCR) – Morrow

POCR normalizes the courses between the state colleges. Previously the students could only be enrolled in one state college.

When LT courses will become standardized, then the courses will be eligible to be on California Virtual Campus (CVC) Exchange.

POCR is a difficult process, especially with the accessibility. The college received the \$112,000 grant. LT courses will likely be on the CVC Exchange for 2024. California has nine community colleges with the LT certificate programs.

LT 100: Introduction to Libraries and Information Services – Fall Semester – Forney

LT 105: Research Skills and Information Learning – Summer – Cunningham will be on sabbatical for Spring Semester 2023.

LT 110: Library Operational Skills/Technical Skills – Spring Semester – Zou

Previously the LT class final included the entire process from acquisitions to catalog. Last year the final was replaced with a portfolio assignment. The students will be required to do reflections for the semester. The enrollment was low. The class passed the curriculum review. The class description will need to be revised with a curriculum change in the next academic year.

LT 115: Library Operation Skills/Public Services – Fall Semester - Cunningham will be on sabbatical for Spring Semester 2023.

LT 120: Information Sources and Services/Reference – Fall Semester – Morrow

The class has two course textbooks – Readers Advisory & new course textbook for reference. The students do mock reference interviews.

LT 130: Library Media and Technology – Spring Semester – Morrow

The class has a new course textbook which focuses on internet searching and other technology. The technology skills are necessary. The students do portfolios. The class assignments have been revised. There will be changes on the horizon since it is still a work in progress.

LT 140: Library Services for Children and Young Adults – Spring Semester – Doyle Bauer

The class has zero textbook cost (ZTC) through both library and online resources. A challenge is to find new updated textbooks that are ZTC. LT courses are offered annually so that the students can finish in a few years. Service learning was offered although the students were not all interested. LT program is online and the service learning is often in person. If a library would like to participate in internships or service learning, then the LT students will be available.

Service learning and internships will be available to the college students. The difference is that service learning can be within the course. Internships can be for additional college credits. For example, one service learning was extra credit in class instead of credits towards the certificates or degrees. To participate in being a location for internships or service-learning:

<https://www.palomar.edu/library/library-and-information-technology-program/lit-internships/>

Field Trip – Spring Semester 2023

Research Library Tour and Q&A session at the [San Diego Natural History Museum](#) with Research Library Director

Doyle Bauer: LT program will offer a field trip on April 28 to the Research Library at the San Diego Natural History Museum at Balboa Park. A. Hammond, director, is a LT program graduate. She will present the students with a tour and question and answer session. There will also be an opportunity to go through the museum. The last field trip was to the Sherman Gardens and Library in Orange County right before COVID. The field trips present opportunities to meet the students in person and for them to view the behind the scenes at the special libraries. The funding was provided through the Career in Technology (CTE) program grant.

Mock Interviews – Fall Semester 2023

Doyle Bauer: LT student mock interviews will be held annually. The interviews started in 2021 since the field trip had to be cancelled due to COVID. The next mock interviews will be tentatively set for November 3. There will likely be three library positions from which the students will choose one mock interview: academic, circulation, & technical services. After the mock interviews, there will be a group setting and dialogue about the best practices for the interview scenarios. The advisory participation is necessary to have successful mock interviews. Cater: The advisory committee members are recommended to participate. All will enjoy the mock interviews, which will greatly benefit the LT students.

Announcements:

Guest Speakers - Spring Semester 2023

Zou: The California Department of Corrections and Rehabilitation (CDC) librarian will speak on March 16. She will speak to the LT students about working at the CDC and what type of jobs they offer. Most students do not know about these job opportunities. Doyle Bauer: The field trips and special guest speakers are great opportunities.

Ohnstad: At MiraCosta, the library loans approximately 500 laptops and hot spots each semester. Media vending machines and smart lockers are 24/7 options for the students to pick up library items, including audio books, books, DVDs, gift cards, and groceries. Cal State San Marcos (CSUSM), other colleges, and public libraries also have the smart lockers.

Woolley: The San Diego Zoo Wildlife Alliance Library is an unknown library. The Beckman Center for Conservation Science, which includes the library, is a building adjacent to the San Diego Safari Park. The research collection's average age is 35 years. A focus group will help to acquire and discard the books and journals. Zou: LT program students took a field trip and the students loved it there.

Pickford: San Diego Law Library is hiring a full time reference librarian. Previously San Diego Law Library had a branch at the North County Vista Courthouse. Escondido Public Library will set up weekly events at the Escondido Library. Steinman Bakken: There are hidden librarian positions, for example, research and knowledge analyst and knowledge manager. Doyle Bauer: For open positions, the job postings can be emailed to the LT program students.

Steinman Bakken: Are the students using online searching or using books for research? Kalish: At CSUSM, the faculty encourages the students to use books and eBooks and sometimes scholarly journals. Books will give the best overview of the subjects. The scholarly journal subjects will likely be too narrow. Steinman Bakken: From the law realm, the online searching is important with many online databases. Search engines and other online resources help with research since there are often alphabet soups/random requests. The centuries old legislature still exists so the book research skills are also important.

New Chair Election:

H. Steinman Bakker was nominated as the chair for the next year.

Next Meeting:

The next meeting will be on March 12, 2024.

Adjournment:

The meeting was adjourned at 11:30 a.m.