



Broward College - Florida Atlantic University  
Joint Use Facility

**University/College Library Governance/Policy Advisory Committee  
Fall Meeting Minutes  
November 22, 2016**

Present at Meeting:

<b>Voting Members</b>	<b>Non-Voting Members</b>	<b>Guests</b>
Don Adams	Sunem Beaton-Garcia	Rich Ackerman
Miguel Hernandez	Genevieve Chung	Rolando Garcia
Carol Hixson		Gayla Jauch
Elena Lazovskaia-Hall		Shireen Lalla
James Martin		Farley Leiriao
Scott Miller		Silvia Ana Perez-Barraza
Sherrie Sacharow		Nelly Polanco
Dianne Wright (by phone)		Jan Rothhaar
		Lynette Vargas

GPAC Chair Miguel Hernandez called the meeting to order at 1:00pm.

**Introductions:**

All meeting attendees introduced themselves to the group.

Miguel introduced new GPAC members as follows:

- BC Dean, Libraries and Academic Success Centers - Sunem Beaton-Garcia
- BC Pathways Dean for Arts, Humanities, Communication & Design – Scott Miller
- BC Associate Dean, English – James Martin
- BC faculty representatives – Sherrie Sacharow, EAP Faculty, and Elena Lazovskaia-Hall, Faculty Librarian
- BC PTS Library Staff – Leon Williams, Library Assistant (not present)

**Minutes:**

Due to administrative staffing changes, we do not have the March 22, 2016 meeting minutes available for approval. From what Miguel recalled we had a lot of discussion about sub-committee membership and we do have that on the agenda for discussion today, so we'll go into more details when we get to that in the agenda.

**Old Business:**

Who is the FAU library contact if an FAU patron has a fine at the UCL? Carol Hixson noted that Steven Matthew would be the contact person at FAU. Miguel recalled discussion about creating a design where a report would come from the UCL to FAU to let them know of patrons with fines. However, to his knowledge, this design was not yet formalized or approved. Miguel asked Carol when such a design could be put in place and she said she would need to check into that. Miguel said he will confirm the details after the meeting and will send Sunem an e-mail summarizing who the points of contact are for this type of situation.

**New Business:**

Annual Report – Sunem Beaton-Garcia highlighted items within the annual report for the group. She also thanked staff members Gayla Jauch, Rich Ackerman, Jan Rothhaar, our Technical Services team and others for their work on the report along with our BC Marketing Department.

New organizational structure and reporting for Broward College – Sunem discussed Broward College's changes from a campus-based model to a Pathways model. The College has established 8 Pathways as follows:

1. Arts, Humanities, Communication & Design
2. Business
3. Education
4. Health Sciences
5. Industry, Manufacturing, Construction & Transportation
6. Public Safety
7. Social Behavioral Sciences & Human Services
8. STEM

As part of this new model, we have a faculty librarian assigned to each pathway. The Pathways model allows students to choose a program of study upon entering BC and develop an academic plan based on program maps created by faculty and advisors, thereby simplifying decision-making and allowing students to complete programs more efficiently. Sunem reviewed the Pathways handout which highlights these changes. There are also FAQ's about these changes at the back of the packet.

Sunem also discussed changes to her new role. The UCL Dean previously reported to the campus president, however, the UCL Dean's role has been expanded to encompass the libraries and Academic Success Centers on the 3 major campuses. Her position now reports to Rolando Garcia who is based at the South Campus as he now has oversight of the libraries and Academic Success Centers. She also highlighted Marie DeSanctis' new role as Central Campus President. Even though we no longer report to the Central Campus President, we continue our relationship with her since we are based on Central Campus. Sunem has one of our Associate Deans (Rich Ackerman or Suzette Spencer) attend Marie's staff meetings regularly to report on the library and ensure we're aware of major initiatives or events affecting Central Campus. Sunem would like to continue inviting Marie to our GPAC meetings as well.

Sunem noted that Al Smith is our new Dean of Business Affairs for the library and assists with our budget and financials. He is based on South Campus. We previously worked with the Dean of Business Affairs John Thornton here on Central Campus. As we grow our relationship with Al, we will continue to have John join our meetings so we can ask his advice and guidance since he has the historical knowledge and context.

GPAC sub-committees - Sunem discussed needed changes for our GPAC by-laws, specifically updates to titles given we have had several Broward College reporting structure changes. We need to setup a By-Laws Committee which would include 1 appointed FAU rep and 1 appointed BC rep. They do not have to be faculty members. Miguel asked Don Adams if he could be the FAU rep on the committee and he agreed that he can participate, but only through Spring 2017. Rolando would like to appoint Suzette Spencer to be the rep from BC. The group also discussed that perhaps others could join these discussions. If that's the preference going forward, we could amend the by-laws to allow for others to join this particular committee as well. The committee will meet, review by-laws, and propose changes. They would then provide those recommendations to the GPAC no later than one week before the next meeting so the entire GPAC group can review/approve proposed changes.

Sunem mentioned we have several building recommendations for the library space and we'd like to appoint a Library Advisory Committee to review those recommendations. For that committee, we can have up to 3 FAU and 3 BC faculty reps on the committee and one of those appointed must be a GPAC member. We should also appoint 1 student rep from FAU and 1 from BC as well. Miguel and Sunem will discuss this offline and coordinate appointments to that committee.

Fall Full Time Enrollment (FTE) – in previous conversations there was a request for our full time enrollment. For Central Campus, our fall enrollment of full time students is 4,389. Our number of full and part-time students for Central Campus fall enrollment is 19,687, an increase of .2%. Miguel noted that FAU's Davie Campus fall full-time enrollment is 5,987.

Rollover funds – Sunem noted that we have been asked about rollover funds and that figure is \$597,041 being rolled over from previous years. In past meeting minutes, Phyllis Bebko and Miguel Menendez had discussed rollover funds. We have a need for collaborative space and more rooms, as well as branding (library is non-descript). We like what FAU has done in their Boca library. We discussed moving Academic Success Center activities that are currently on the 1<sup>st</sup> floor to the 2<sup>nd</sup> floor as well as creating a possible lab space for design projects. And, we need to refresh computers for the needs of the students. Rolando discussed improving library operations, including the flow of traffic, moving our collection and creating the space we need for our students. Carol asked about the source of the rollover funds, whether it was through salary savings, etc. Sunem noted that we do have a few open positions. We recently hoped to fill a full-time librarian, but the search was unsuccessful, so we're looking to fill that role as well as one other librarian position.

Carol stressed she would like more specific details about the source of the rollover funds. She noted that FAU is being asked to pay additional money for staff salaries and said perhaps the rollover funds could be used to offset those charges. She would suggest reallocating the funds back to salaries versus using for library updates. Sunem said she understands concerns about an interim dean using those funds, but has discussed this with Rolando and Marie and they agree there is a pressing need for these changes. Sunem said the library operations funds not only goes to salaries but also to things like a computer refresh for the library. Sunem said she'd be happy to find out specific details of the rollover funds and provide those so that we are operating transparently. Miguel noted in past years there was some awkwardness in working with other deans. But, he feels we have a good relationship now with new staff in place and he agreed we'd like to maximize the current relationship. Miguel said moving forward, having these discussions about what to do with these funds is valuable.

In terms of library space renovations, Miguel noted that FAU is giving Leah Polcharczyk a break from her previous membership with GPAC as she is now running FAU's Jupiter library. He suggested anyone who can do so should check out that facility.

Vacancies – Sunem discussed that Lynette Vargas in Technical Services was promoted to Senior Library Specialist, so we'll be posting her former position. And, we are looking to move that open Technical Services position to the Circulation area as we have a bigger need for it there. We also need to fill Neil Linger's librarian role as he retired earlier this year. We'd like to fill that position with someone who has a specific skill set and make it an Information Literacy & Assessment Librarian. However, in a recent search, we were unsuccessful in matching an applicant with that skill set to the position. So, we have asked to fill that role with a full-time temp. Our new Associate Dean, Public Services Suzette Spencer's former librarian position also needs to be staffed. We are looking to fill her former role with a part-time librarian who is already currently working with us on a different campus.

Joint programming (for recruitment/transition to FAU) – Miguel said Tony Abbate, FAU Associate Provost for Broward Campuses, asked for a discussion with us in terms of collaborative arrangements. FAU has made a reverse transfer arrangement with BC after reviewing the way in which credits were transferring between us in the past.

And, Miguel is looking to diversify their outreach to students and staff. They'd like to introduce a "master" class to be held on our campuses. They would have someone who is an expert in their field and an eloquent public speaker who can teach a class and demonstrate their expertise in a specific discipline. Oprah Winfrey would be the classic example of such a person.

Carol asked for clarification as to what the library's role would be with joint programming. Miguel explained that one of the first things he does when talking to prospective students is refer them to their librarians on campus for information. He wants to utilize the library as a combination platform/center/hub for students.

Rolando Garcia noted that we currently have Pop-Up Libraries on the road between our campuses. Sunem highlighted Faculty Librarians Elena Hall and Dan Tan for their Pop-Up Library work with FAU as well as their Roving Reference project which helps us increase visibility of the UCL, staff and resources, engages students and builds relationships. Sunem also noted that we have MLA workshops and APA bootcamps throughout the year for BC and FAU students. Some of these programs are highlighted in the annual report.

One of our important goals for the fall is helping our faculty get quality materials for their courses. We want to ensure our faculty know the UCL is their library as well. Don Adams noted that in the past, FAU faculty have been unable to check out materials for a semester for research from the UCL which was prohibitive. Sunem thanked him for his feedback and said we could possibly change the policy going forward. Genevieve Chung noted that past UCL deans may have been the reason for the prohibitive nature of the rules. Miguel noted he feels a shift in the dynamic with Sunem and Rich in their roles.

Marketing and branding initiatives – Miguel said they'd like for FAU students to feel like they are on their own campus while at BC's Central Campus since we basically share grounds. Sunem said that the Central Campus President has expressed interest in co-branding for FAU & BC as well.

Possible hosting of UG Research Symposium at the UCL - Tony Abbate also asked Miguel to reach out about hosting the UG Research Symposium here at the UCL. It's typically held at their Davie West location, but we'd like to look at doing so here. Genevieve noted that if the event is on a Friday, we have a lot more room/space flexibility. Rolando also offered to open up space on BC's South Campus too, if needed.

Faculty events - Sunem noted every year we have a Literary Festival held in the spring. We have previously received participation from FAU faculty. Sunem is reaching out to our faculty and hopes Miguel can do the same at FAU. Daniela Wancier (BC Assistant Professor of Dance) will provide dancers to perform during our event and we will again have our Human Library program. We like to highlight faculty research and the Human Library proved to be insightful for students. Sunem noted perhaps we can utilize space on the FAU side of campus for this event as well. Marie is allowing food at our event through BC's hospitality budget.

Shireen Lalla asked if we have a student display space in the library and Sunem said she would like to set that up in the future. Rich Ackerman said we have displayed items on easels in the past. James Martin noted he has visited our 4<sup>th</sup> Floor Archives and enjoyed viewing some BC items we have on display there. Rich highlighted our digital archives as well.

Miguel expressed his gratitude over the UCL's new leadership and our willingness to work with FAU on issues affecting all of us. Sunem took the opportunity to thank everyone for joining us and to thank our new members for donating their time to this committee.

Miguel asked if anyone had any other business to discuss. Since no one had anything else to add, Miguel adjourned the meeting at 2:12pm.