



Library Subcommittee Minutes: February 13, 2025

Approved LSM 24-06

Present: A. Camacho, A. Choudhury, G. Choi, N. Forouzes, T. Meyerott, C. Rodriguez (Executive Secretary), L. Terrones (Vice Chair), A. Vergara

Excused

Absence: S. Minslow (Chair)

1. Call to Order

Vice Chair Terrones called the Zoom meeting to order at 10:51 a.m.

2. Announcements

Vice Chair Terrones:

- Introduced new members; Anwasha Choudhury (Marketing) and Negin Forouzes (Computer Science). Professor Choudhury is serving as an alternate for Professor Ucock Hugh who has a class conflict and Professor Forouzes is serving as an alternate for Dr. Pourhomayoun who is on Sabbatical Leave. Introductions were held among members.
- Announced the Faculty Policy Committee approved Open Access proposal, and it is being sent to the Executive Committee for review. It will be a first-reading item at the Senate meeting.

3. Intent to Raise Questions

Vice Chair Terrones raised the following question:

The email received from the Chancellor's Office on February 2, 2025, raises the following questions. Is the CSU AI private or public initiatives? Is the Library Subcommittee discussing this issue? How is campus fitting in with the initiatives? And how does the initiative impact the budget directly?

Members and Dean Rodriguez weigh in on the issue. Dean Rodriguez will provide more details on AI initiatives during his report at the next meeting.

4. Approval of the Minutes of the meeting of November 14, 2024 (LSM 24-05)

It was m/s/p (Meyerott) to approve the Minutes of November 14.

5. Approval of the Agenda

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

6. Update Reports

6.1 EPC Liaison – Azalea Camacho

EPC discussed two topics; access management system and absence without leave policy.

6.2 ASI – Vacant, no report.

6.3 University Library – Dean Rodriguez

- Budget impact much of the decisions made in the library. The library is working on an annual Impact Report to be shared in digital and print with the campus community. Dean Rodriguez presented an overview of the report to members. The report highlights the library achievements and initiatives over the past year.
- The library is working on finalizing Strategic Objectives and refreshing those to align with the University Strategic Objectives in the next two years. Dean Rodriguez will share the updated library objectives to members for review and answer questions at the next meeting.

- The library Associate Dean, Marla Peppers, is currently on leave serving as the Interim Dean of the library at Cal Poly Pomona.
- The library is partnering with ITS to offer OA Annex Lab 24/7 in the first floor library with extended hours during finals week.
- The library is exploring food option with UAS for coffee and food vending machines.

7. **Budget Update**

The library collections budget and library decision for budget reduction plans were shared by Dean Rodriguez.

Various measures were taken to meet the 12.4% budget reduction this year:

- Not filling vacant positions;
- Reduced student hires and primarily hire through FWS; and
- Reduced collections.

Dean Rodriguez recommend members to closely follow the budget on the library's website and its newsletter for updates, initiatives and support services. The site will be updated with the proposed databases and journals cancellation for the 25-26 <https://libguides.calstatela.edu/2425eresourcereview>

Will invite David McCaslin, Manager of Operations and User Experience/Services, at a future meeting for a demo on article-on-demand service.

8. **Next Meeting** – February 27, 2025

9. The meeting adjourned at 12:05 p.m.