

**University Library Committee  
Annual Report, 2011-2012  
Prepared by Trini Lewis, Chair**

Charge

The University Library Committee (ULC) acts as a liaison between the university and the library faculty to ensure that library services and collections meet the needs of the CSULB community. The ULC also consults with the Faculty Advisory Council on Technology (FACT).

Relationship between the Chair and the Associate Dean

A vital force determining the success of the ULC is the collegial relationship between the ULC Chair and the Associate Dean. The ULC Chair, Trini Lewis, and the Associate Dean and Librarian, Tracey Mayfield, worked very closely to identify appropriate topics and to gather feedback from the membership regarding agenda items. Problem-solving to make good decisions for the common good of the ULC membership occurred as needed. For example, two meetings were not needed due to the absence of agenda items

ULC Beachboard Web Page

The ULC charge, approved agendas, and approved minutes are posted on a Beachboard web page on a monthly basis. All ULC members have access to the web page.

Membership and Meetings

The ULC membership including the Associate Dean of the Library, a librarian, two student representatives (one undergraduate and one graduate), two lecturers, and tenured/tenure track faculty members representing the university colleges.

Six meetings occurred during 2011-2012, excluding November 2011 and April 2012, due to no new or continued agenda items. All meetings were one hour in duration and held in the library, room 404.

During the fall 2011 semester, meetings occurred on the first Thursday of the month from 4:00 – 5:00 PM. However, due to changing schedules, the meetings for spring 2012 occurred on the first Friday of the month from 1:00-2:00 PM. A sufficient number of members attended the meetings and quorums were consistently established. Members demonstrated a high level of commitment to maintaining excellent communication with the library community. A meaningful dialogue among the members was routine. For example, a number of members often commented about the usefulness of the agenda topics and their eagerness to share the information with their college communities.

## Agenda Items

An array of agenda items pertaining to library services and collections were discussed throughout the year, the highlights included:

- Plagiarism
  - Electronic resources on plagiarism were reviewed. Tracey Mayfield shared a wealth of library information for citing sources and library guides including style guides and plagiarism guidelines. A link to policy pages from the CSULB Library website was also discussed. The on-line university catalog was identified as an additional resource with lots of plagiarism information from the student perspective about how to avoid committing plagiarism by citing sources correctly. Trini Lewis shared an interactive learning module from the Harvard School of Education for assisting students with distinguishing between paraphrasing and plagiarism.
- CSULB and other University Electronic Library Resources
  - At a majority of our meetings, Assoc. Dean Tracey Mayfield identified and reviewed important electronic resources for faculty and students throughout the year.
- B-Word Project
  - Nhora Serrano shared information about the B-Word Project webpage. The issues of censorship and banned books were also discussed. A link to a list of banned books was provided and reviewed. Information pertaining to the 47th Annual Conference on Comparative Literature conference was also shared.
- Copyright Privileges
  - Assoc. Dean Tracey Mayfield led a discussion on copyright privileges and Khue Duong, CSULB librarian identified a useful Association of Research Libraries (ARL) website for faculty to examine additional information regarding copyright. A report by the ARL on best practices for fair use was also reviewed.
- FACT and Budget Considerations
  - Two guests were invited for the March and May 2012 meetings. The Chair of the FACT committee was invited to the March meeting to discuss the FACT committee's charge and agenda items/topics for 2011-2012. Carole Perruso,

a CSULB librarian was invited to the May meeting to discuss the impact of the projected budget reduction on library services.

#### Implications of ULC Activities

The ULC has a strong membership that consistently attends meetings to maintain a dialogue among the faculty, students, and the library personnel. Such communication is important for ensuring that the CSULB and library communities are responsive to mutual needs and works to disseminate information and updates about library services and collections.