1. **Call to Order:** IEALC Chairperson Karoline Almanzar, WUHS, called the meeting to order at 10:35 am. Meeting held in SCU A Building Board Room.

2. **Attendees:**
   a. Azusa Pacific University: Irma Nicola & Larry Handy
   b. Biola University: Julie Ellis
   c. Citrus College: Karen Praeger
   d. Crafton Hills College: Elizabeth Mealey & Zayne Peraza
   e. Hope International University: Katy Lines
   f. Mt. San Antonio College: Deb Distante & Laura Yin
   g. Pacific Oaks University: Kelsey Vukic
   h. Southern California University of Health Sciences: Kathleen Smith (HOST), Katie Sullivan & Linda Horat
   i. University of La Verne: Wayne Thurston,
   j. Western University of Health Sciences: Karoline Almanzar & Wanda Kincade

3. **Not in attendance:**
   a. CSU San Bernardino
   b. Loma Linda University
   c. University of Redlands
   d. Are these colleges still members: Barstow; Cal Baptist; Mt. San Jacinto; Palo Verde; Victor Valley?

4. **Appointment of minute taker:** Kathleen Smith, SCUHS volunteered

5. **Review and approval of minutes of May 2015:** Minutes approved with no changes. Julie Ellis made motion; seconded by Katy Lines. Approved unanimously

6. **Member Library Updates**
   **Azusa Pacific University** – reported by Irma Nicola
   - 3 IEALC cards issued; no incoming
   - St. John Bible exhibit ongoing
   - New furniture with **power hubs**
   - Librarian Comm. to promote librarian oversight of user services
   - Report attached.

   **Biola University** – Julie Ellis
   - No IEALC cards issued; lots of incoming IEALC card holders from SCUHS
   - Information Literacy Librarian position open
   - Lots of art on display throughout Lib building: Mutual Aid, Christian Comics and Dean’s private collection
   - Archives: Talbot’s Descendants collection to be digitized
   - **Study room reservation software** implemented: LIBCAL from Spring Share – very happy; this lead to discussion of various products used by members. Mt. SAC also using LibCal for study room reservations. Also recommended BOOKED.
   - **LYNDA.com** partnership between library & IT – business/interpersonal skill software to prep students for business
   - First ever – **University-wide security lockdown.** In cooperation with LA Sheriff, Fire, etc. Lessons learned included delay in alert transmission depending on your wireless carrier – up to 8 min difference.
   - Continues to add compact shelving – periodicals & books
   - Reclassification project from Dewey to LC continues. STACKMAP – displays item location so patrons can find materials.
   - Report attached.
Citrus College – Karen Praeger

• 17 IEALC cards issued; no incoming
• Accreditation visit ACJC/WASC:
  o Self-study got lots of criticism from visiting accreditors – too many people/depts. didn’t work with the “rules.”
  o Library got a total Shout-out from visiting accreditors "highlight of our visit” Kudos to Karen – you are Wonderfull!
• Remote database access finally working with single sign-on. Had lots of problems – took 1 year to work through.
• POWTOONS – on-line tutorials maker; free; used by CC librarians to develop & embed tutorials.
• Database changes: ProQuest Newspapers, ProQuest Opposing Viewpoints / ADD
• Lots of campus construction planned but blocked currently. Parking is really big issue for college & city. Strained relationship with city right now.
• Citrus College getting their own GoldLine stop right on campus! Lots of students take bus – so this should help them out greatly.
• No report attached

Crafton Hills College – Elizabeth Mealey

• Issued 18 June-Oct. 2015; 1 incoming user from APU
• Still short staffed both paraprofessional & librarian positions; Library Coordinator retiring 6/30/16 – not sure about refilling position
• Doing a lot of themed book displays – effective in driving loan of featured materials.
• Databases: Cybrarian finally up & running on student computers; problem – remember to log out or you are blocked later
• Study Room access: No software; check-out key for 2-hours to 2+ group only; students happy because they one person not monopolizing room for hours.
• Inventory: physical inventory underway – up to G. Hope to finish in this fiscal year (June).
• New buildings: Crafton Center (student srvs); Public Safety & Allied Health & Canyon Hall
• Report attached.

Hope International University – Katy Lines

• No cards issued/received
• Exhibit & event: Codex Sinaiticus – well attended event; got 65, hoped for 20. Success! Student newspaper Periscoped the event.
• Interesting ATLA Reciprocal Borrowing Program – of interest to any college with significant online/distance education component
• Lots more social media outreach: Twitter all librarians 1x/day, Instagram. Already blog, FB
• Tee shirts: Sh happens…. Pictures attached. HIU Students want to buy the shirts – so that’s a success
• Finals: extended hours & the puppies will be back! Tdi-dog.org
• Short on study space/rooms as student library space usage increases
• Admissions “what to say:" SCU used HIU Lib admissions bookmark – thanks Katy. SCU admissions script attached with SCU report.
• Anaheim Branch to have actual on-site lib collection; reserves 2 hr. – pilot Jan 2016 with instructors and reception staff.
• HIU merging with Nebraska college – lots to figure out still; Skyping with current PT librarian to bring her into the fold; FA16 target
• Report attached.

Mt. San Antonio College – Deb Distante

• 18 cards issued over Summer & Spring 2015 terms; going to ULV
• Paraprofessional/technician job reclassification (union + HR) has changed some staffing. Lost page position – so “who’s doing the shelving?”
• Staffing: New librarian SU15 – young & enthusiastic; Requested 2 new lib positions – expect to hire one; New Associate Dean for Lib Learning Resources approved by BoT; Staffing levels out of compliance with Title requirements.
• New research skill workshop piloted with Biology Dept: Understanding the Biology Lab Report. Well received by students, good collaboration between Lib & departmental faculty.
• Database changes:
  o Credo Info Lit / NO;
Imagine Easy Scholar / TRIAL;
  Kanopy Video / YES: great captioning service
• Audio book service added: Playaway
• 24/7 Ask-A-Librarian help service: QuestionPoint
• Finals services:
  o extended hours, therapy dogs / YES
  o coloring books/crayons / ADD
• University-wide new website template – OMNIUPDATE. Buggy and non-all requirements of what’s included in departments, etc.
• Lost library classroom – limiting presentation space for lib needs.
• Report attached.

Pacific Oaks – Kelsey Vukic
• Kelsey going maternity leave in March 2016; has PT librarian
• Approved for FT Librarian position – pushed til 2016
• Added Credo Info Lit – authentication problems; to be incorporated into all courses
• Library Satisfaction Survey SP15; high satisfaction reported – need more space; now working on strategic plan; rewrite MVG, etc.
• Adding San Jose CA branch campus – how to expand existing services to NoCal
• Report attached.

Southern CA University of Health Sciences – Kathleen Smith
• Give out 85 cards each term – all go to Biola because they are open later; cards allocated by student raffle – have had to do survey, like LRC FB page, etc.
• Accreditation visit: ARC-PA Nov. 2015
• Admissions script: Thanks Kathy/Hope Intl. Admissions script attached; well received by VP Acad Affairs – we’ll check in with ADM in January to see how it’s working for them
• 2015.16 capital improvements
  o July/Aug 2015: 6 additional study/testing room: $45K
  o Aug 2015: LRC signs! Biggest sign on campus surprisingly. LOL
  o Nov/Dec 15.16: new paint & carpeting
• Ebook v print pricing big discussion: SCU working to incorporate e-textbooks (R2) into LMS course syllabus; costly to buy e-books; all agree – students want print. SCU won’t be buying more shelving – just gave ½ away on Craigslist to a charity.
• Database changes:
  o Move from Ebsco DISCOVERY to OCLC WMS: others report a bit of a slog in bringing up WMS; but it does work eventually
  o CINAHL / ADD June 2016
  o Browzine, Bates & Primal Pictures / TRIAL 2016
• Finals services: puzzles, coloring books, “write a letter-home” [we supply paper, envelopes & stamps; student-suggestion], sometimes massage. Going to work puppies for SP16.
• Report attached

University of La Verne – Wayne Thurston
• No cards out / no visitors
• Reworked REF area: reduced books and shelving; converted to enclosed study area with tables
• Good outreach effort: librarians emailed all incoming students by liaison discipline to welcome, intro lib and invite students to come in & meet/greet/use
• Nifty idea: Building map under plexi converted to “conversation starter:” Question of the Week. Getting good response from students as well as staff & faculty
• Databases:
  o switched from Ebsco DISCOVERY to OCLC WMS
  o Academic Video Online Premium / ADD; getting good response from faculty
  o ILL change to RapidILL for 24-hr turnaround lending. To phase in borrowing shortly.
• Library sponsoring Maker Club
  o Have 3D printer, oculus, 3D pen, poster printer
  o Group of faculty, students and staff – informal club
• Archives: hired Univ Archivist; univ anniversary 125 years next year; also teaching courses
• Circ desk has a cash register now – thanks IEALC for the advice
• Capital: replaced all wooden study chairs with upholstered wheeled chairs; many tables also replaced
• Campus construction: parking garage, goal FA16; using shuttlebuses around now
• Report attached

Western University of Health Sciences – Karoline Almanzar
• 3 cards issued; no visits
• Presidential search underway. Former president was Founder – so this is a tough one, target July 2016
• J&K Virtual Reality Learning Center: opened Aug; TV & newspaper coverage. 2 zee space stations, 8 Visual Body ipads, 2 Oculus Rift stations. Being used by 2 programs already (Dental & MS/MS), others working on curriculum changes to use VRLC
• Pictures on student circ records – Symphony - completed.
• SoCal Medical Museum (LA County Medical Association) has completed move to Nursing building.
• Hired new Lib Asst – Tiffany Nash
• Report attached

7. Old business
   A. IEALC agreements to be submitted to Karoline
   B. Faculty overdues/missing books: no discussion, issue has been resolved
   C. IEALC website update: Loma Linda has made a LibGuide, but it is not public yet. Everyone should review the site; check their addresses. Map needs updating. (is this complete & public)

8. New business
   A. Contact list needs updating
   B. No other new business

9. Selection of next meeting date and location:
   The next IEALC meeting will be held at WUHS/Pomona
   May 10th, 2016 from 10:30am to 1pm.
   Demo Virtual Reality Center.

10. Adjournment. The meeting ended at 1:05pm. Some attendees took a short tour of the SCU library.
    a. Tour highlights:
       • binding station for students: binding machine & comb spines
       • electrical outlets strip – wall mounted:
         http://www.amazon.com/Tripp-Lite-Industrial-Protector-SS7415-15/dp/B00019OWWW/ref=sr_1_5?s=ah&ie=UTF8&qid=1447455260&sr=1-5&keywords=multi+outlet+power+strip&refinements=p_n_feature_keywords_two_browser-bin%3A7070211011
       • ear plug dispenser:
       • throws for students:
         http://www.amazon.com/Super-Soft-Fleece-Throw-Blanket/dp/B00DP4XBG1/ref=sr_1_2?ie=UTF8&qid=1447455546&sr=8-2&keywords=fleece+throws+50+x+60