LIBRARY ADVISORY COMMITTEE MEETING MINUTES
Weinberg Memorial Library
Tuesday, February 24, 2026

The meeting came to order at 11:37 a.m. by Dr. Miller.

Present: Dean George Aulisio, Dr. Anthony Betancourt, Dr. Deborah Budash**,** Dr. Tracey Collins, Prof. Kate Cummings, Dr. Roy Domenico, Mr. Phil Erb, Prof. Colleen Farry, Dr. Christopher Fremaux, Mr. Colin Gilmartin, Ms. Deanna Holbert, Dr. JoyAnna Hopper, Dr. Jennifer Kaschak, Prof. Michael Knies, Prof. Margaret Lakomy, Dr. Michael Landram, Associate Dean Jean Lenville, Dr. Yibai Li, Prof. Bonnie Markowski, Dr. Robert McCloskey, Dr. William Miller, Prof. Linda Mlodzienski, Prof. Ian O'Hara, Prof. Sylvia Orner, Dr. Kimberly Pavlick, Dr. Virginia Picchietti, Prof. Sheli Pratt-McHugh, Dr. Jong-Hyun Son, Prof. Katorah Williams, Prof. Donna Witek, Dr. Patricia Wright, and Dr. John Zych.

Unable to Attend: Prof. Marleen Cloutier, Dr. Jakub Jasinski, Dr. Masood Otarod, Dr. Christos Pargianas, Dr. Samantha Scott, Dr. Argyrios Varonides, and Dr. Ben Willis

Dr. Jennifer Kaschak motioned to approve the minutes, seconded by Dr. Michael Landram**.** The minutes were accepted as written.

Dr. Kimberly Pavlick motioned to accept the new agenda, seconded by Dr. Deborah Budash

DEAN'S REPORT – Dean George Aulisio

1. **Charles Kratz Memorial Service**
    a. A memorial service was announced for Charles Kratz, to be held in the Charles Kratz Scranton Heritage Room on March 18 at 2:00 p.m.. All are welcome to attend.
    b. The committee observed a moment of silence in honor of Charles and his contributions to the Library.

2. **Renovations Updates**
    a. Media Center/Ed Lab Renovation
        i. The Media Center/Ed Lab renovation is 99% complete, with only minor signage and display elements remaining. The space has been well-received, with strong student usage.
        ii. The space will now be open 24 hours, including access to the EdLab collection. The DVD cases will not have DVDs in them, but the CD cases and Audio Book cases will. Cameras are being installed for monitoring. If issues arise, hours may be revisited.

b. Library Services Desk & Interior Lobby Renovation
    i. Planning remains on track following meetings with architects and Facilities for the summer renovation of the Library Services Desk and lobby.
        1. Construction is expected to begin June 1 and conclude before the fall semester.
        2. Circulation services will be relocated to the Reilly Learning Commons during construction.
        3. The lobby will be closed for the duration of the summer.
        4. Bike Lackawanna will be suspended for Summer 2026 due to construction constraints.
    ii. The renovation will improve accessibility, increase space for staff and users, and enhance the overall layout and functionality of the lobby.

3. MISO Survey

a. The MISO survey is currently open and has been distributed to faculty, staff, and students (each receiving a different version of the survey).
b. The survey is a joint initiative with Information Technology and supports planning, assessment, and advocacy.
c. Completion time is approximately 5–10 minutes.

4. Zero-Based Budget Update

a. The library has submitted all expenses under the zero-based budgeting model and is awaiting feedback from Finance.
b. No resource reductions were proposed; all requests were submitted in full.
    i. The hope is that department allocations will remain the same.
c. The Electronic Resources Subcommittee's work will help inform future budget decisions if adjustments are required.

5. Basement Indexes and Abstracts Proposal

a. As discussed at the previous LAC meeting, the library continues reviewing print indexes and abstracts located in the basement.
b. These materials are rarely used and contribute to shelving maintenance issues due to their weight.
c. Departments are asked to review the shared list and identify any materials that should be retained. Dean Aulisio has requested that committee members share any materials they believe should be retained at the next meeting. All remaining materials on the shared list will be recycled.

6. Journal Subscriptions Review

a. The Library currently spends approximately $250,000 annually on individual journal subscriptions. This amount is far above what our peers are spending. Prof. Orner has compiled a list of current subscriptions to support this process. The intent is to apply a review model similar to the Electronic Resources Subcommittee, evaluating titles based on whether they are essential, nice to have, or no longer used.

b. It was noted that many of these subscriptions may no longer be necessary, particularly where content is already available through large database packages, and that in many cases, cancellations may go largely unnoticed. At the same time, it was acknowledged that print usage is difficult to assess, making it harder to determine how frequently certain titles are used.

c. The committee expressed support for canceling individual journal subscriptions that are also available through large database subscriptions or exist in print format with unclear usage. It was further noted that any proposed cancellations would be reviewed by library staff as an additional level of review following initial evaluation by Dean Aulisio and Prof. Orner.

d. Prof. Witek clarified that exceptions may arise in cases where database coverage does not include the full run of a journal (e.g., limited years of access).

e. Action/Decision:
    i. Prof. Witek moved to approve supporting this approach, and Dr. Pavlick seconded the motion. There was no audible dissent, and the motion passed.

7. New Library Resources Request

a. Dean Aulisio introduced a new formal request form for recurring-cost resources, including databases and individual journal titles. The form is designed to gather more comprehensive information to support decision-making and provide the library with a clearer understanding of need and impact.

b. The form includes fields for name, department, specific courses in which the resource will be used, the nature of that use, estimated number of users, and an impact statement. It was noted that the form was revised to remove the requirement for an approximate number of users and to add graduate research as a consideration.

c. During discussion, committee members asked how this process differs from previous practices. Dean Aulisio explained that there was no formal process previously; requests were often made informally and approved without a standardized set of criteria. The new form establishes a more structured and transparent approach.

d. It was also noted that faculty may find it helpful to consult with a librarian when completing the form, particularly for identifying overlapping resources or refining requests. Questions were raised about where the form will be housed and in what format. Options discussed included email distribution, placement on the library website (such as the Forms page), and use of a fillable PDF. It was noted that this will be further discussed at the next library faculty meeting, and recommendations will be shared.

e. The form has already been reviewed by library faculty and the deans' group and is now being presented to the Library Advisory Committee. Deans will be asked to endorse requests submitted through the form. Final decisions will be made by Dean Aulisio, who will communicate and explain those decisions.

f. Prof. Markowski moved to endorse use of the form, and Prof. Cummings and Prof. Collins seconded the motion. All were in favor, with no opposition, and the motion passed.

8. **AI Library Recommendations Joint Task Force**
    a. Dean Aulisio revisited the discussion from the fall meeting regarding the formation of a task force to explore artificial intelligence resources for the university. He reported that he has since met with the Provost and Cindy Greene, who expressed support for forming a joint task force between the Library Advisory Committee (LAC) and the Technology Advisory Group (TAG).
    b. The proposed task force would examine what AI resources the university might provide, including both assistive and generative tools, and would also look at what peer institutions are offering. The group is envisioned as including faculty, staff, and students.
    c. Dr. Landram, as chair of TAG, noted that TAG would send a representative to participate in the group. A question was raised regarding how members would be selected and whether participation should extend beyond LAC. It was noted that this would depend on the scope of the task force's work and that Dr. Miller would follow up and coordinate with Theresa as needed.
    d. Dean Aulisio issued a call for the formation of the task force and invited volunteers. A sign-up sheet was circulated during the meeting, with an additional opportunity to volunteer to be provided in May. Sylvia indicated interest in participating and confirmed that the task force would consider both assistive and generative AI products.
    e. Prof. Witek asked about the timeline for the task force's work. Dean Aulisio noted that no formal timeline has been established. The immediate next step is to gather a group of interested participants, after which additional details, including scope and expectations, will be shared. TAG is expected to play a role in helping define the scope of the work.
    f. It was also noted that related conversations are already taking place within departments, including discussions within OSSS about AI, and that additional stakeholders, such as Matt Smith, may be involved as the work progresses.

<u>LIBRARY FACULTY REPORTS</u>

1. <u>Electronic Resources Subcommittee Report (Prof. Sylvia Orner)</u>
    a. Prof. Orner reported that the Electronic Resources Subcommittee will continue its work reviewing library resources as part of ongoing budget planning. The review process includes analysis of usage data, cost, and relevance to curriculum and research.
    b. Participants are provided with detailed reports in advance to support informed discussion. Meetings are designed to be efficient, typically lasting no more than one hour.

c. A link to a feedback form was shared so that individuals could respond with information such as if they need the resource, how they use the resource, etc.

d. Action Item:
    i. Committee members were invited to volunteer for the next review cycle, with a target timeline of mid-to-late spring semester.
    ii. Following this meeting, a list of additional electronic resources will be shared, as well as Sylvia's email. Those members who wish to volunteer should contact her.
    iii. The deadline for volunteering will be right before Spring Break.

2. Affordable Learning Grants (Prof. Sylvia Orner)
    a. The Affordable Learning Grants program will continue this year, supporting faculty efforts to reduce student costs through the adoption of open or low-cost materials.
    b. A call for proposals will be issued in the near future.
    c. Volunteers are needed to serve as judges, with a relatively low time commitment.

3. Bonnie W. Oldham Library Research Prize (Prof. Donna Witek)
    a. Prof. Witek reminded the committee that the application deadline is May 11, 2026.
    b. The prize recognizes excellence in student research using library resources, with three awards of $500 each (first-year, upper-level undergraduate, and graduate).
    c. Faculty were encouraged to promote the opportunity to students within their departments.
    d. Judges are needed to review submissions and participate in evaluation panels, which involve both independent review and a brief meeting. A signup sheet was distributed among attendees, and a recruitment email to the entire committee will be sent out.
        i. Information will be shared with judges around the end of March.
        ii. The ideal group of judges would consist of 3 individuals from each college as well as 3 from the library.

4. Environmental Art Show (Dean Aulisio filling in for Prof. Cloutier)
    a. The Environmental Art Show will take place later this semester. The theme is "Nature Reimagined," with submissions due April 7 and the exhibit scheduled in the Heritage Room for April 13 through April 22. Both physical and digital art will be accepted. Additional details, including an information session and keynote speaker, will be shared.

NEW BUSINESS (All)

No additional new business was raised.

There were no motions to adjourn.

The meeting was adjourned at 12.30 p.m.

Respectfully submitted by Cassandra Wisdo