

Library/LRC and Student Services Taskforce Meeting Notes
May 18, 2020 – 8:30 am to 9:30 am
Zoom Conference Call

Present: Denee Pescarmona, Vice President, Academic Affairs and Student Services
Doug Achterman, Faculty
Veronica Martinez, Interim Dean, Student Success and Equity, Enrollment Services and Student Pathways
Carina Cisneros, Interim Dean, Student Success and Equity, Special Programs
Aileen Romero
Mariam Hernandez

Also Present: Rob Barthelman, Steinberg Hart
Amanda Rienth, Steinberg Hart
Matt Kennedy, AKG
Carol Anderson, AKG

1. Amanda shared the Learning Commons room data sheets, reviewing the various office sizes:

- Staff Offices–60 SF (Cubicle)
- Library/LRC Staff–80 SF
- Counselors–120 SF – these offices will be larger to accommodate parents/advocates that may come in with a student
- Dean/Director/Manager–150 SF

The difference between a staff office and Library/LRC staff offices depends on the adjacency to work room.

****Room sheets are still being developed and finalized and may change from what was presented today****

2. Library/LRC offices will need to be located so that staff and faculty can see what is going on in the library and help where needed.
3. Members of the taskforce noted that what is in the office is more important than the configuration of the office.
4. Steinberg Hart is in the process of developing diagrams for Student Services. Rob will be holding meetings with various Student Services groups when the diagrams are ready.
5. There were 285 responses to the student survey. Results are still being analyzed and will be sent to the taskforce once complete.
6. It was requested that a presentation be prepared to share with the Gavilan community that shows the progress of Measure X over the past year, emphasizing the decision making process and highlighting the tools available for the community to find information on Measure X.
7. Next agenda topics:
 - Review student survey results
 - Library programming update
8. Next Meeting: June 8, 2020, 1:30 pm – 2:30 pm