**Helena College Committee & Council Membership:**

* Della Dubbe serves on the Academic Standards and Curriculum Review Committee (ASCRC), the Budget Committee, the College Council, the Academic Instructional Council, the Faculty Senate, Executive Council of the Senate (ECOS), Montana Campus Compact (MTCC) Advisory Committee, Treasure State Academic Information and Library Services (TRAILS) General Council, TRAILS Collection Development Committee, The Helena College Scholarly Research Council, Advisory Committee for the One Button Lightboard, hiring committee for the Vista volunteer, and the State Librarians’ Roundtable.
* Jessie Pate serves on the e-Resources Team for Alma/ExLibris, the Helena College Website Architecture Group, the Helena College Diversity Committee, and is Vice President of Staff Senate.
* Mary Ann George attends Staff Senate, serves on the Fulfillment and Cataloging Teams for Alma/ExLibris, the Quality of Work Life Committee, and is a Wellness Champion.

**Meeting and Conference Attendance:**

* Della and Jessie - Helena College Library Advisory Council meeting (4/27)
* Della - State Librarians’ Roundtable meetings (bi-monthly)
* Della - Instructional Council All-day Retreat (6/30)
* Della and Jessie - Primo Alma Ex Libris workshop hosted at MSU (7/11)
* Della served as a facilitator/presenter/mentor for the Montana State Library Leadership Institute (7/26-29)
* Della - TRAILS Collection Development Committee meeting (9/1)
* Della – QPR training (9/13)
* Della - Treasure State Academic Information and Library Services (TRAILS) General Council meeting (10/20)
* Della - Redesigning the Community College Shared Read meetings (9/8, 10/13, 11/8)

**Community Outreach – College and larger Helena Community**

* The library continues to partner with the Helena College Diversity Committee in creating topical displays and programming
* The library continues to partner with the Lewis & Clark Library for the “Big Read”
* The Library manages a Helena College Book Exchange on both the Donaldson and Airport Campuses
* Jessie Pate has spent 2 hours a week spring semester at the Airport Campus providing library reference
* Mary Ann George organized, and library staff attended, various Trivia Nights at Miller’s Crossing representing Helena College
* Mary Ann is active in our Wellness Program promoting programs and activities that encourage health and wellness on campus.
* Mary Ann George manages a Helena College book discussion group (meetings November 16 & April 7)

**Goals for FY2017**

* Work with Airport Campus Faculty in providing information literacy instruction and library reference for students on that campus – visit with each faculty member (fall 2017)
* Update our Collection Development Plan to reflect move to digital (finish in summer 2017)
* Complete the development of an institutional information literacy assessment plan using the five-part library tutorial – develop pre-test for each section (DONE)
* Develop and administer a library survey using Qualtrics (summer & fall 2017)
* Update our Procedures Manual to reflect move to Alma (summer 2017)

**Ongoing:**

* Encourage faculty purchase suggestions
* Assist with the development of a One Button Studio and light board
* Work with bibliographic librarians in the Academic Information Literacy Alliance in the development of common learning goals using frames for students at different levels
* Promote and expand library services in the Moodle classroom by creating, or providing access to, videos and links for library instruction and resources that can be embedded in the online environment
* iPad content development in coordination with faculty
* Collaborate with TRAILS members – meetings, collection development, interface, and services – following the implementation(December 16) of our new statewide academic library Universal Resource Management tool, Alma/ExLibris
* Collaborate with faculty in the creation of, and updates to, subject and class guides using “Libguides”
* Library Research Prizes awarded each semester
* Select, purchase, catalog, and maintain quality print and digital collections for our Helena College community
* Offer classroom instruction and “book a librarian” on demand

**Ideas to Discuss: Forward Focus**

* iPad usage, engaging faculty in app additions and strategies for use (8 new Trio iPads in circulation)
* One Button Studio & Lightboard (update on location and usage)
* Contextual information literacy instruction and assessment on the Airport Campus
* Institutional Information Literacy Assessment – library tutorials with pre-tests (update with fall usage)
* Alma Ex Libris moving forward – TRAILS leadership structure, course reserve facet, analytics, general improvement
* Library website development – before and after Helena College website restructure
* Library satisfaction survey to include library website (fall 2017)
* Accreditation visit follow-up
* Procedures Manual update in regard to Alma implementation
* Database purchases through TRAILS
* Purchase of laminator for Community Borrower cards – service available to students?

Submitted by Della Dubbe, Director of Library Services 4/25/2017