



[Library & Academic Support Committee](#)

Minutes for October 14, 2025

12:50-1:50pm

Library Room 108

Members Present:

Miguel Castro, Cheryl Cox, Sean Davis, Vivian Harris (Faculty Co-Chair), Arezoo Marashi, José Sentmanat, Khosrow Rad, Carla Stout, Stef Warsinski

Absent:

Nikki Capps, Gabriela Cortez, Andres Elizalde, Jared Evangelista, Damon Nance (Administrative Co-Chair)

Guests: Russell Burrows, Ivan Dorado

Quorum: 8

Subject to Brown Act: Yes

1. Call to Order

1.1 Meeting called to order at 12:55pm

2. Action Items

2.1 Approval of Agenda

- 1st Cox, 2nd Stout, approved by consensus

2.2 Approval of [September 9, 2025 Minutes](#)

- 1st Stout, 2nd Sentmanat, approved by consensus

3. Comments from the Public

3.1 No comments

4. Information/Discussion Items

4.1 Library Report (Norco College Librarians)

- New Library Building Update

- The building will be three stories and include the Library, Learning Resource Center, and Student Services
- The committee has discussed what areas must be together:
 - Circulation with laptops versus having a separate technology area on a separate floor
 - Deans remaining with the areas that they oversee instead of being in a suite together

- Which areas should be on which floor(s)
 - Wish list items include:
 - Adjustable seating
 - Quiet/Open study spaces
 - Technology
 - Discussion has also ensued about:
 - How much classroom space will be required
 - Having a welcome center kiosk/concierge to direct students
 - Trying to determine the best use of the square footage (discussed at the last meeting)
 - The next meeting will be held on October 20th
- Questions have been asked about carrying over the name (Wilfred J. Airey Library) to the new building
 - Wilfred J. Airey's family visits the library & college regularly from out of state
 - Dr. Airey was a Board of Trustees member & scholar who taught at La Sierra College
- 4.2 Dean's Report (Vivian Harris on behalf of Damon Nance)
 - The [Read 2 Succeed](#) student book panel featuring *Fireworks Every Night* by Beth Raymer will be held on October 16, 2025 in CSS-217 from 12:50-1:50 & online via Zoom
- 4.3 Associated Students of Norco College Report (Jared Evangelista)
 - No report
- 4.4 Learning Resource Center Report (Arezoo Marashi)
 - [Tutoring Standard of Care Workgroup](#) had its first meeting and will be meeting again this month
 - Still need 1 faculty member from the School of Social & Behavioral Sciences to fulfill the committee membership
 - Will be reaching out to Academic Senate for assistance with filling the vacancy
 - Focus group questions have been created
 - The next step will be to hold focus groups with students and faculty
 - Suggestion has been made to conduct the faculty survey during the back to school FLEX day in the spring and/or contact the Academic Planning Chairs
 - Faculty who are currently using embedded tutoring will be receiving a mid-semester check in email this week
 - A suggestion was made to ask faculty how they are using embedded tutoring to ensure that they are using the resources and embedded tutors effectively in the classroom
 - Focus on the intentional role of the embedded tutors
 - What are they doing in the classroom?
- 4.5 Writing & Reading Center Report (Nicole Capps)
 - No report

5. Good of the Order

5.1 Can students check out calculators for free?

- Yes, they are available for semester-long checkout in the Learning Resource Center (LRC)

6. Adjournment

6.1 Meeting adjourned at 1:41pm

Next Meeting

Date: March 10, 2026

Time: 12:50-1:50pm

Location: LIB 108

Mission Statement

The Library & Learning Resource Center Advisory Committee, a standing committee of the Academic Senate, serves as an active and collaborative forum to foster student success, strategic planning, and sustained continuous improvement of the academic support services in the Library and Learning Resource Center through recommendations, in order to uphold the overall mission of Norco College.