



Library & Academic Support Committee

Minutes for May 12, 2026

12:50-1:50pm

Library Room 108

Members Present:

Miguel Castro, Gabriela Cortez, Cheryl Cox, Andres Elizalde, Jared Evangelista, Vivian Harris (Faculty Co-Chair), Arezoo Marashi, Damon Nance (Administrative Co-Chair), José Sentmanat, Steff Warsinski

Members Absent: Sean Davis, Nicole Capps, Khosrow Rad

Guests: Russell Burrows, Diane Castiollo, Dan Mickelsen, Sandra Popiden

Quorum: 7

Subject to Brown Act: Yes

1. Call to Order

- 1.1 Meeting called to order at 12:52pm

2. Action Items

- 2.1 Approval of Agenda
 - 1st Cox, 2nd Marashi, approved by consensus
- 2.2 Approval of [March 10, 2026 Minutes](#)
 - 1st Elizalde, 2nd Nance, approved by consensus

3. Comments from the Public

- 3.1 Diane Castillo, President of the Student Parent Club submitted a request to have information relevant to student parents with children added to the Wilfred J. Airey Library website.

4. Information/Discussion Items

- 4.1 Library Report (Norco College Librarians)
 - This summer, the Wilfred J. Airey Library will begin opening at 8am. This change is being implemented to align with the Standard of Care and the other libraries in the district.
 - In the fall, a Zoom option will be available for guests and the public to attend Library & Academic Support Committee meetings. This change being incorporated to align with the other subcommittees of the Norco College Academic Senate.
 - After receiving a request from Sandra Popiden, the faculty advisor of the Student Parent Club, a library guide (LibGuide) is being created to advertise student parent resources that are available in the library. This guide will be housed on the Wilfred J. Airey Library website. The children's book collection has already been moved to the front of the library, near the television, adjacent to the manga book collection.
 - The library website is being redesigned. We anticipate it going live at the start of the fall 2026 semester.

- The library team is currently weeding the print book collection. Discarded items are available to the college community (for free) on a first come first served basis. These books are available in the library foyer.
 - The library team is working on gathering, indexing, and archiving Norco College materials. There will be an archive room in the new library building where these items will be housed. Please forward relevant items to the library.
- 4.2 Dean's Report (Damon Nance)
- A new full-time faculty Outreach Librarian is starting in the fall semester. This person will be in charge of library events. The Read 2 Succeed event is currently on hold until the Outreach Librarian begins.
 - Miguel Castro, the Library Services Platform Librarian, created a LibGuide detailing annual [library data](#) and statistics. This guide is available on the Wilfred J. Airey Library website.
 - Arezoo Marashi, Academic Support Coordinator of Tutorial Services, has made amazing improvements to the [Tutoring and Learning Resource Center website](#) and services. The system and schedules have been revamped, making the tutoring process quick, simple, and user-friendly for students.
- 4.3 Associated Students of Norco College Report (Jared Evangelista)
- Members of the 2026-2027 Associated Students of Norco College (ASNC) Executive Board have been elected.
 - ASNC President
 - ✓ Ameera Chaudhry
 - ASNC Vice Presidents
 - ✓ Administration: Adishvar Kahlon
 - ✓ Finance: Celeste Aguilar
 - ✓ Relations: Nahid Sarwary
 - ✓ Activates: Jasleen Grewal
 - ✓ Organizations: Analia Torres
 - ASNC is hosting the Norco College Music & Arts Festival (NOMU) this Friday, May 15 from 5-pm. Music is provided by the Norco College *Studio Arts Ensemble* (SAE) and *Capo*, the Norco College Guitar Club. This is a free family-friendly event with carnival rides, games, and food & art vendors.
 - ASNC is helping to pay for caps and gowns for Norco College students. The first 300 graduates who purchase commencement regalia only have to pay \$50 out-of-pocket. ASNC will cover the rest.
- 4.4 Learning Resource Center Report (Arezoo Marashi)
- Tutorial services is implementing an additional evaluation tool. Students will be asked to scan a QR code and complete a survey anonymously after each tutoring session.
 - Data is currently being assessed for the three focus groups that were conducted this semester. These sessions were conducted to obtain input from:
 - Students who use/have used tutorial services
 - Student who have never used tutorial services
 - Faculty
 - Study jams will be held in the Learning Resource Center (LRC) during finals week
 - The LRC is in need of tutors and embedded tutors for the upcoming semesters. Use the forms below to submit tutor recommendations by Sunday, May 31.
 - [Tutor Recommendation Form](#)
 - [Embedded Tutor Recommendation Form](#)
- 4.5 Writing & Reading Center Report (Nicole Capps)
- The Writing & Reading Center (WRD) continues to grow and thrive, with a 100% student satisfaction rate, based on over 3500 responses to their feedback survey.

- Since its inception in 2022, over 4000 students have received help at the WRC in many different disciplines and also for resume, scholarship, and transfer app help.
- Collaborations with the scholarship committee, the transfer center, and the honors program have been underway since fall.
- The increase in students who come for writing tutoring since 2022 is largely due to the creation of the WRC, and success rates in English, especially Eng C1000, have risen.
- In the fall, Nikki will be presenting at a Norco College Academic Senate meeting and during the fall FLEX sessions. She is hoping to gain additional institutional support for staffing the WRC so that we can offer the same standard of care to our students as our sister colleges.
- Encourage your students to attend the remaining online writing skill workshops that are being offered this semester. The workshops are drop-in, provided in real time, and open to all students. See the email that Nikki sent yesterday for the flyers (and additional details).
- Nikki has requested funding for marketing materials for the WRC.

5. Good of the Order

5.1 No comments

6. Adjournment

6.1 Meeting adjourned at 1:31pm

Next Meeting

Date: September 8, 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.