



Library & Academic Support Committee

Minutes for May 13, 2025

12:50-1:50pm

Library Room 108

Members Present:

Hayley Ashby, Cheryl Cox, Sean Davis, Andres Elizalde, Vivian Harris (Faculty Co-Chair), Hussam Mobin, Khosrow Rad

Absent: Miguel Castro, Nicole Capps, Gabriela Cortez, Damon Nance, José Sentmanat, Marianne Stefanous

Guests: Russell Burrows, Ivan Dorado, Danny Hernandez, Carla Stout

Quorum: 7

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 Ashby, 2nd Davis, approved by consensus
- 2.2 Approval of [April 8, 2025 Minutes](#)
 - 1st Elizalde, 2nd Cox, approved by consensus
- 2.3 Library & Academic Support Committee [2024-2025 Report of Effectiveness](#)
 - 1st Cox, 2nd Davis, approved by consensus
- 2.4 Library & Academic Support Committee [2025-2026 Charter](#)
 - 1st Elizalde, 2nd Ashby, approved by consensus

3. Information/Discussion Items

- 3.1 Library Report (Norco College Librarians)
 - Library Focus Group Results
 - The [results of the initial focus group](#) with the PRISM ASNC Club were presented to the committee
 - A recommendation was made to conduct similar assessments and focus groups in the Learning Resource Center
 - Another suggestion was made to have students (possibly ASNC) make a video of the study spaces that are available on campus
 - Library Academic Support Open House Assessment Results
 - The Academic Support Open House [Scavenger Hunt results](#) and [assessment](#) were presented to the committee
 - A recommendation was made to change/revise some of the questions and/or add additional questions for the next Open House event
 - A request was made to have someone from Tutorial Services meet with Counseling & Educational Advisors (to assist with marketing

and promoting tutoring)

- Funding is available to purchase supplemental library books and eBooks. Send requests to Vivian Harris via [email](#) or [this form](#).
- 3.2 Dean's Report (Damon Nance)
 - The Academic Support Coordinator position in the Learning Resource Center has been filled. Pending Board approval, this position will begin on Wednesday, May 21, 2025.
 - The Read 2 Succeed Author Appearance event is taking place this Thursday, May 15, 2025 in CSS-217 from 12:50-3pm. You may also attend via Zoom ([registration link](#)).
- 3.3 Associated Students of Norco College Report (Hussam Mobin)
 - The Norco College Music & Arts Festival (NOMU) will be held on Friday, May 16, 2025 from 5-10pm.
 - ASNC Board elections have been completed. Congrats to Hussam Mobin, the ASNC President for the 2025-2026 academic year.
- 3.4 Learning Resource Center Report (Brianna Reyes)
 - No report
- 3.5 Writing & Reading Center Report (Nicole Capps)
 - The final Writing & Reading Center Advisory Committee meeting will be held online via Zoom this Friday, May 16 @ 11:30am-12:30pm. Email [Nikki Capps](#) if you would like to attend.

4. Good of the Order

5. Adjournment

- 5.1 Meeting adjourned at 1:43pm

Next Meeting

Date: September 9, 2025

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.