

Minutes of the LMIS Committee for September 8, 2017

Present: Sam Berling, Jane Carlin, Kate Cohn, Jeremy Cucco, Kena Fox-Dobbs, Ann Gleason, Wade Hands, David Latimer, Janet Marcavage, Sue Hannaford, Lisa Wood

The meeting was called to order at 1:00 pm.

New business:

Senate liaison Fox-Dobbs led the meeting, and as a first order of business solicited nominations for committee chair. Hannaford volunteered to chair the committee for the entire year; with a unanimous vote, the committee elected her as chair. Hannaford then proposed that the role of minutes taker rotate amongst the faculty on the committee; she agreed to create a schedule for this.

Fox-Dobbs introduced the Senate charge to the LMIS: "In addition to the ongoing charges in the Faculty Bylaws, the Faculty Senate charges the LMIS Committee to work with Institutional Research and Technology Services to identify which of the existing data use policies concerning the appropriate use of institutional data on campus are most relevant to faculty, and develop and distribute informational resources to help faculty understand and comply with these policies."

Wood asked Fox-Dobbs what concrete actions the Senate takes based upon LMIS committee reports. Wood's concern was that the work of the LMIS was merely pro forma, and she encouraged more interaction between the committee and Senate regarding the completion of the committee's charges. She proposed that when the committee completes a significant task it should either orally communicate the outcomes to the Senate liaison or the entire Senate.

Cucco added that the Senate's charge (which was actually an LMIS self-charge from the previous academic year) lacks context. He felt that the Senate would benefit from understanding the background conversations that led to the charge.

Wood agreed and wanted to make clear that the committee's work regarding data security, confidentiality, etc. was very important, but because the LMIS committee does not have routine duties (as, say, the curriculum committee), it is not as obvious what sorts of actions the Senate takes based upon the work of the LMIS committee.

Cucco suggested that after the new data analytic tool set is deployed then it would make sense to provide the Senate with the context behind the LMIS charge.

In terms of the LMIS committee's ongoing work of evaluating the library's collection, Carlin proposed that she share the library's annual report with the Senate. Fox-Dobbs said that this would be useful.

Members from last year's LMIS committee reflected for a bit on prior conversations that led to the development of the committee's current charge. Wood and Cucco discussed confidentiality issues associated with paper and electronic records and data, including the possibility that inappropriate computer use could unintentionally make confidential data public. Hannaford proposed that the committee review the LMIS committee meeting minutes from last year so

that we could then discuss, in an informed manner, our agenda for the coming year at our next meeting.

Carlin cited the need to discuss the future of the Maker Space given that it has no budget or staff. There is also a need to consider the future advisory committee to help encourage the Puget Sound community to make us of the Maker Space.

Cohn mentioned another emerging topic: the budget for the faculty computer replacement cycle. Clear information on the allotted budget to each faculty member needs to be communicated.

Wood ended the meeting by reiterating that she wishes that the committee could have an effective dialog with the Senate so that the committee's work would result in real change. She added that in order to lessen an apparent disconnect between the LMIS committee's work and the Senate the LMIS committee members need to be proactive in interfacing with the Senate.

The meeting was adjourned at 1:50 pm.

Respectfully submitted,
David Latimer

Approved: September 22, 2017