

Library, Media, and Information Systems Committee

Minutes 11/3/08

Present: Bob Boyles, Alyce DeMarais, Peggy Firman, Rob Hutchinson (senate liaison), Jennifer Neighbors, Cindy Riche, Yvonne Swinth (chair), Molly Tamarkin, David Tinsley.

Swinth called the meeting to order at 11:06. We welcomed Cindy Riche, Director of Instructional Technology.

The minutes from 10/6/08 were praised for their completeness and accepted by acclamation.

Tamarkin presented an overview of the Wiki tool (wiki.ups.edu). This tool is available to anyone in the Puget Sound community - anyone in the Puget Sound community can login (with Puget Sound email i.d. and password) and edit documents. The Wiki tool is not indexed by Google; however, it is visible to anyone in the world. As anyone can set up and/or contribute to a wiki, this tool is great for the “administrivia” of committee work. We can take minutes directly into the wiki (or upload documents to the wiki). A new wiki can be easily created by copying the last wiki in a list and modifying it accordingly. The system is very flexible - if a page is irreparably damaged, you can recover/restore from the back-up or recent changes files. Tamarkin welcomes questions regarding the system and will provide a tutorial for individuals if desired. Swinth wondered if each subcommittee should create their own wiki. Tamarkin noted that, even if a single wiki gets long, we can navigate using the Table of Contents. [Note from DeMarais as she uses the tool to post these minutes: designate the heading type from the pulldown “format” menu and the heading will appear in the Table of Contents. Each heading section has an edit button.] For meeting minutes, we can use the wiki to post drafts, then link to the final draft on the Puget Sound website. Tamarkin asked that we enter the wiki site through the front page (wiki.ups.edu) so Technology Services can track use.

To prevent technology overload, Tamarkin will demonstrate use of the Smart Board at our next meeting.

Subcommittee Reports:

Copyright: DeMarais will convene the copyright group.

Intellectual Property: Greene has completed some work (see the LMIS wiki); DeMarais will follow up.

Digital Asset Management: Carlin will convene the subcommittee now that Riche is here.

Point of Purchase: Tamarkin will convene; Tamarkin has also scheduled a meeting with Carlin and Ginene Alexander to discuss a campus-wide printing solution.

Moodle Migration: Randy Thornton will convene given his extensive work on Moodle adoption.

Library Presence in Teaching and Learning: Neighbors reported on the subcommittee discussions. The group discussed incorporating a library orientation into all first-year seminars in the fall semester (but wondered if there was enough library staff to implement). Boyles wondered if we knew where to best place a research piece. Neighbors noted that some students in senior research seminars were unfamiliar with how to use a database. We could address some basics in the first year, then move to a more refined “orientation” in subsequent courses. Swinth developed a scavenger hunt for her classes and offered to share her materials to be modified for all seminars. Firman noted the opportunity to create a model game format that could be run as a tutorial; students could access when they need it. Tinsley agreed that a one-shot approach would not succeed and ties to a course would make such an information session more meaningful for the students (especially if it was an integral part of the course, and tied to a grade). He noted that a tutorial module would be a helpful addition to the research gateways currently developed with the able assistance of the library liaisons. Neighbors noted that some students have “libraphobia” that pits developing research skills against a fear of the library. Swinth mentioned she had talked with Jane Carlin about how to get the library staff more integrated into teaching and learning, for example through research gateways. Hutchinson wondered about using curricular series as a structure for integrating library components. For example, Music 230 is the first in a series of Music courses. Firman agreed that some departments have a vertical course structure; however, some departmental curricula are not sequenced therefore students with varying skill sets are present in the same class. It is difficult, for the instructor and for the librarian, to address this variability. Swinth noted that some incoming graduate students also need assistance and she liked the idea of short synopses/tutorials of information resources based on recurring student questions. Tinsley asked what bibliographic software is currently in use at Puget Sound. Firman reported that Refworks is licensed for institutional use. Tinsley noted that he would like students to start using such tools early in their academic careers here.

Swinth set our next meeting for **December 1, 2008**. All subcommittees should meet and post their work on the wiki. All should review the wiki and comment prior to the December 1 meeting. Swinth will remind us in two weeks to check the wiki for subcommittee reports.

Tamarkin announced that we have 10 Mobile Internet Devices (MID) available for check-out. The MIDs are low powered computers with small screens and keyboards (each has a wireless mouse as well). The MIDs have MS Office, browsers, VPN, and USB ports. They are the perfect tool for faculty teaching in rooms with projectors but no computer. The MIDs can be checked out from Instructional Technology (Library 030) for the semester or for shorted time periods. Swinth asked if a MID could be used for data collection. Tamarkin noted that each has about 2 GB of available space; however, we could use an external hard drive or thumb drive.

We adjourned at 11:45 AM.

Respectfully submitted by Alyce DeMarais.