

## **Minutes from the October 1 Meeting**

### **LMIS Meeting Minutes, 01 October, 2009**

**Present:** Bob Boyles; Mark Cain; Jane Carlin; Alyce DeMarais; Joe Granville; Pierre Ly; Jennifer Neighbors; Mark T Reinitz; Jeff H Tepper; Wayne L Rickoll

**Approval of minutes of September 17, 2009.** The minutes were approved.

**Subcommittee report: Point of Purchase, aka Print Management.** The first item of business was a report of the subcommittee's actions over the summer. Alyce reported that software companies were reviewed in order to get best vendor for print management. Proposal will be reviewed by end of this month (October), with target date of installation in November/December 2009. Alyce asked for faculty volunteers to review the proposals of four print management systems. Jeff Tepper and Mark Reinitz volunteered to be part of the print management subcommittee.

Alyce reiterated that the object of the print management system was not to begin charging for the printing of all documents but to make the users, 1) think before printing, and 2) consider pay for overage of a predetermined amount of printing.

Discussion focused on what is a realistic overage number. It was pointed out that other institutions of a similar size to Puget Sound had a standard free printing of around 250 copies/student/semester. Anything over that amount would amount to a charge to the student. The number is still under consideration.

Other points related to the topic were printing costs to the university in current practice. It is estimated at 15,000 copies in one day use at the library at a cost of 3-5 cents per copy. Suggested that making students aware of amount of paper wasted by printing in the library printers through displays and other projects.

**Feedback by LMIS on libraries summer initiatives.** The committee was asked for feedback the new library initiatives of Research 101, Academic Integrity, and the Information Literacy Portal for Faculty.

Suggestions discussed were adding links to detailed information above and beyond the concise information provided. Perhaps links to Center for Writing, Learning and Teaching. Others stated they enjoyed the Research 101 site but there was some confusion on the navigation bars, graphics were great. The other issue was how to make these tools available and obvious to the campus community. One of the possibilities is to contact first year seminar instructors to introduce product to the students. Others stated they would prefer to see this used throughout the curriculum so students hear the message throughout their course of study at Puget Sound.

Academic Integrity issue: suggested to integrate in all freshman seminar classes maybe expand the site to be discipline specific. A technical issue was brought up stated when trying to use the

page, they were always forced to navigate to the survey page. Also, some of the links were empty ended, didn't lead to another site or more information.

**Faculty Computer Backup/Hard Drive Proposal:** Mark Reinitz forwarded his written proposal to the committee for review and suggested edits. Mark received some suggestions in wording and format. He will make suggested edits and resubmit before next LMIS meeting for review. Plan is to complete final proposal and forward to the committee prior to the next meeting for discussion/edits in order to submit the proposal to Alyce as soon as possible. Alyce will present the proposal to the Budget Task Force this fall.

Meeting was adjourned by Jennifer Neighbors at 9:55.

Respectfully submitted,  
Bob Boyles