LMAC Minutes
March 7, 2003

Attendees: Mark Reinitz, Renee Houston, Yayna Flye, Rob Hutchinson, Lori Ricigliano, Patrick O'Neil, Norman Imamshah, Bill Barry, Marilyn Mitchell, Peter Greenfield, Geoff Proehl, Eric Scharrer, Michael Nanfito, Ron Stone, Zaixin Hong, and Shelley Lima Barker

1. The minutes from the previous meeting were approved

2. **Technology money for faculty development**. There is money available from Murdock and Culpepper grants for faculty development. Various announcements have solicited proposals regarding how this money should be used. Most responses have been requests for workshops and software. Bill Barry asked the committee members for suggestions on how to spend the money. In the discussion that followed there was general agreement that the money be used to fund workshops of interest to faculty. Two workshops were proposed. One would focus on digital images, and would cover topics including how to best put images up on the web, how to archive images, and basics regarding the use of Content DM. The other would focus on how to use the web interactively, and would focus on web forms, on-line data collection, on-line collaboration, and issues regarding how virtual space can become a more collaborative space. It was suggested that these workshops be offered late in the summer just prior to the start of school in order to attract new faculty.

It was pointed out that this money is short term rather than year to year. There was some discussion about where to go next for a technology grant. A promising proposal seems to be the development of an institutional digital archive that interfaces with Content DM to help faculty who have many digital images.

3. **Student library orientation**. The possibility of having some sort of library orientation for entering freshmen was discussed. Marilyn Mitchell pointed out that various ways of orienting freshmen to the library have been tried in the past, including visits to the library by Prelude classes and self-guided tours. There was agreement among the committee members that a library orientation could be included as part of the Writing and Rhetoric seminars. Students could spend a class period in the library, or a teacher might choose to assign students to go to a library orientation session outside of class; for instance, they could get a slip from a librarian verifying that they had participated in a library orientation. Patrick O'Neil will draft a letter urging professors teaching Writing and Rhetoric seminars to require a library orientation as part of class. He will bring the letter to the next LMAC meeting for comment.

4. **Data projector allocation**. Update from Bill Barry: Two portable data projectors from Wyatt will be installed somewhere on campus. There are additional funds for 2 more projectors over time. There is the possibility that three new data projectors will be installed this summer, and one more next summer. Locations being considered are Jones Hall, Howarth Hall, McIntyre 103, and Thompson. Imamshah asked that decisions regarding projector locations be made soon, so that OIS will have time to get them installed before the start of Fall semester.

5. **Additional technology purchases**. The committee discussed the possibility of purchasing one or two smart pads. Possible locations for them would be Jones and Wyatt 109.

Adjourned.

Mark Reinitz