

LMIS Meeting Minutes

October 27, 2015

Attendees: James Bernhard (Chair), Jane Carlin, Zaixin Hong, Martin Jackson, William Morse, Patrick O'Neil, Cindy Riche, Melanie Schaffer, Benjamin Tromly (note-taker), Linda Williams

1. Bernhard called the meeting to order at 3:33 pm.
2. Approval of minutes from the prior meeting.

Minutes were approved, with one typo being corrected.

3. Discussion of Jane Carlin's draft for a new charge (see below)

The committee discussed Carlin's draft for a proposed new charge to LMIS regarding ongoing plans to consider the library's physical space and its collections. The committee approved the draft document and agreed to send the proposed charge to the faculty senate (see attachment).

The committee decided that LMIS would take up this issue in Spring '16. Bernhard expressed the view that faculty members will have strong opinions about reorganizing the library's physical space and its collections, and it was generally agreed that LMIS should play a role in soliciting faculty input on the issue. Schaffer stressed that students' voices should be taken into account as plans to remodel the library's physical space are considered.

Carlin explained that the Libqual survey that is set to be administered in January-February 2016 could provide an instrument to gauge faculty views on the issue. Carlin explained that this national survey allows the inclusion of "custom" questions from Puget Sound, and LMIS members expressed the intention to help craft these questions in such a way as to gain faculty and student input regarding the library's physical space. In response to request by O'Neill for materials to inform the work of LMIS with regard to the proposed charge, Carlin expressed the intent to share various literature and materials accumulated by library staff.

4. Discussion of how William Morse's upcoming departure affects our data use Senate charge (Charge 1).

Morse stressed that the development of policies concerning the appropriate use of institutional data on campus should be a priority of the future CIO. He also stated that LMIS should play a role in the selection of the future CIO (as it has in the past), and Bernhard will contact the appropriate offices to explore this issue. O'Neill expressed the idea that LMIS should be involved in early stages of the search process.

With regard to the timetable for work on this charge, Morse reported on the ongoing work of Technology Services on the analytics component of peoplesoft. As it will take several months to establish the analytical apparatuses correlating to the three peoplesoft "pillars," LMIS has some time to consider the important issue of the uses of data collection. He expressed the opinion that LMIS should develop a "proper use document" in conjunction with a newly hired CIO and Eileen Peters in Institutional Research in Spring 2016 (timed in conjunction with the analytics

roll out). Such a document would provide guidelines for the correct and incorrect uses of data gathered by the university and also regarding access to them. He explained that such a document is important for the institution, as suggested by instances when information has incorrectly been released by universities.

5. Discussion of other charges, as time permits

Carlin reported on the participation of library staff in a conference in Canada on digital humanities in the liberal arts, conveying that they had gained knowledge of many interesting developments at other institutions. A full report is to be sent to LMIS at a future date. Bernhard reported that information gathered at this conference about digital humanities in the liberal arts would be relevant for the activities of the digital humanities work group. Hong commented on limitations in our wired classroom facilities. In some classrooms, sufficient computers are not available. As other members of the committee noted, requiring students to use their own electronic devices in classroom settings raises an obvious accessibility issue. Morse noted the limitations in the library's electronic infrastructure.

6. Adjournment

The meeting was adjourned at 4:16.

Jane Carlin's draft of a proposed charge that was discussed was:

“Begin discussions about the future of library physical collections and how they impact the library space. Circulation data indicates that use of physical materials is declining while use of electronic resources is increasing (note: this is a national trend). Significant portions of the physical collection have not been used in many years. More and more content is available full-text online. In addition, Puget Sound users benefit from the shared resources acquired through the Orbis Cascade Alliance and inter-library loans services. However, the library remains a very busy and active space. Walk through the library most days and evenings and it is full of students. The library is not only a space for physical collections, but an important space for study and inspiration. Some questions to consider include:

- Are there ways we can reconfigure our existing physical collections to promote use and support the academic programs that depend on physical collections?
- How should we approach the review of materials that do not circulate and may be outdated and no longer relevant to our academic programs?
- Would a reduction in collection size promote new uses of library space; for example, more study and research space for students, collaborative learning areas, maker spaces and enhanced technology work areas for growth in digital humanities, etc.”