

**Minutes of the Library, Media and Academic Computing Committee
Tuesday, October 31, 1995**

Present: Greene(Recording) Hanson(Chair), Hommel, Lamb, Mitchell, Peterson, Robertson, Woodward. (Ellis and Share away at meetings)

1. Minutes of October 17, 1995 approved as read
2. Gary Peterson delivered the report of the Faculty Technology Survey Subcommittee and distributed an updated version of the survey document. Discussion followed.

Woodward suggested more attention to what faculty do with their computers at home, and what they would do if they could.

John Hanson asked that some questions should focus on the future - next ten years of planning, while agreeing with Peterson that a baseline assessment of what is happening now is essential.

Both Hanson and Mitchell suggested that the open-ended comment portion should be distributed through the document Q by Q or sect. by sect. and not collected at the end. There was general assent.

Woodward said that the survey Q should capture in the form of question any hypotheses we are forming about faculty use of technology.

Several suggestions were made about the covering letter: especially that the survey response be seen as an issue of faculty governance covering a large segment of the budget, and vital to the future course of the university.

After discussion, general assent to Mary Rose Lamb's proposal that "early in the Spring Semester" was the best time to distribute the survey. if we wish to maximize the response.

Hommel suggested, again with general assent, that a return envelope and label would aid recovery of surveys.

Mitchell and Peterson thought that warning and follow-up announcements via e-mail could enhance response.

Committee decided not to "mix media" and attempt electronic distribution of survey, since we hope to capture responses from users and non-users alike.

3. Hanson urged conveners of the subcommittees to set schedules as soon as possible

Subcommittees are:

Faculty Technology Survey/Long-Range Planning

Peterson (convener), Ellis, Greene, Hommel, Woodward

Budget Guidelines

Mitchell (convener), Ellis, Hanson, Lamb

Student, Faculty, Staff Training

Robertson (convener),Greene, Lamb, Mitchell, Peterson

Information Dissemination/Computer Security

Hommel (convener), Ellis, Robertson, Share, Woodward

4. New business - Peterson said that Mark Otis in instructional support-- media services would soon be ready to talk with us. Either the next meeting or the one following will be between him and the committee -- Hanson will advise

Adjourned 9:40 AM. Next sched. mtg is Tues. November 14 at 9 am in Library 134