

## Minutes

### LMIS – LIBRARY MEDIA INFO SYSTEMS

Nov 11, 2005

Present: Paula Wilson, Michael Nanfito, Stacey Weiss, Randy Bentson, Bill Dasher, Renee DeVoursney, Karen Fischer, John Hanson, Andrew Nierman, Dan Sherman, Lotus Perry.

#### 1. MINUTES from October 28, 2005 meeting

Approval of the minutes will be postponed because the draft was e-mailed too late for LMIS members to review before the meeting. Next meeting, LMIS will approve the minutes from the October 28, 2005 meeting and from the November 11, 2005 meeting.

#### 2. Reports from sub-committees:

Report from Academic Technology sub-committee:

Nanfito reported that the only change to the budget reflects an initial charge for additional storage capacity that is deemed sufficient for the near term. The new current budget represents requests totaling \$60,000. The next step in the process is for DeMarais to present the Academic Technology Budget request to the BTF.

#### 3. Report from sub-committee on electronic classrooms:

Nierman reported that first meeting took place this past week. Three levels of classrooms in Thompson were identified, A, B, and C, where A is the simplest level, estimated to cost \$6 K, and level C estimated to cost \$10 K. DeVoursney represents students and indicated the biggest concern from students is the perceived need and or strong desire for wireless access. Students assume that the Thompson new building will be wireless. Several LMIS members acknowledge that money exists for the building, but, not for items inside the building.

a. A bigger question, what configuration makes sense for classrooms?

b. Next bigger question involves prioritizing classrooms and needs.

Warning plans to speak to Tomhave in the registrar's office, as Tomhave understands the pressure points in terms of scheduling classrooms.

c. Nierman would be interested in feedback from faculty in terms of what configuration makes sense in classrooms.

Baseline- data line, projector, PC, screen, additional components.

Thompson uses carts, but largely out of necessity, because of no other options.

Nierman will chair the sub-committee instead of Warning. No one from LMIS objected.

4. Nanfito gave an update of the policy on copyrighted material and to date, the University of Puget Sound has no policy. OIS would like a university policy to protect his staff, especially as copyright issues relate relate to digitizing instructional content.

In general, LMIS members believe Puget Sound faculty consider teaching materials to be owned by the faculty member who creates the materials.

Mott Green will speak to this issue Wed Nov 16, 2005 at the Center for Writing, Learning and Teaching..

Nierman indicates that faculty fly under the radar some of the time. Perry raised the issue of the Blackboard course management system.

**Discussion of Items 2, 3, 4 above.**

Bentson understands LMIS to provide input to OIS.

Existing temporary moneys. Nanfito reported that a few years ago the Dean obtained \$12,000 a year for 5 years to equip electronic classrooms. This additional funding allowed the university to equip two classrooms per year at a cost of \$6,000 each.

Hanson wonders what is the holdup with wireless? Chemistry bought some equipment and now has wireless.

Nanfito raised the importance of security issues and wireless. Chemistry bought wireless equipment for \$60 a node versus \$600 for Cisco routers.

Bentson needs to bring up a point- some faculty have software loaded onto a PC because Microsoft was developed as a PC. Bentson connects to the machine that has the software.

Hanson's concern is robustness. The blackboard with chalk always works. The big concern with technology is whether it will work reliably close to 99% of the time.

DeVoursney indicates that LINUX remote access works very well. But, Windows remote can be extremely slow. PPT works fine remote, but not a video.

Perry indicates the need for a remote mouse. Consider locking the cabinets and the remote.

Fischer has a comment on wireless. The promise of wireless has been around for many years. As more people try to connect, the response time may go down. If we see an increase in demand for wireless, we need to consider capacity for wireless.

Bentson talked about the bandwidth capacity that is increasing. We could have additional wireless servers. So, yes, budgeting for wireless and technology will be ongoing.

Imamshah was not able to join us today, so his briefing on the university's process for selecting the e-mail system will be rescheduled for our next meeting.

Bentson opened the discussion of policy on copyright material. Nanfito recommended that a subcommittee be formed. The charge of this subcommittee is to recommend 1) policies regarding faculty ownership of content, and 2) policies regarding digitizing

instructional content that will fulfill a requirement allowing us to take advantage of the TEACH Act.

Nanfito is willing to serve an advisory role to this committee. He suggested that developing policy is important to his staff, which currently has no set guidelines with which to assess certain faculty requests. He suggested Randy Thornton might be a good choice for an OIS representative on the subcommittee.

Fischer suggested Lori Ricigilano might serve as a library representative, as Ricigilano served on the committee convened by Associate Dean Bill Barry in early 2005 to discuss these same issues. If Ricigilano is unable to serve, Fischer will serve in this capacity.

Sherman asked whether we should get legal input as early as possible in this process.

Nanfito suggested that Hanson might be an appropriate faculty representative on this subcommittee, as he had expressed interest previously. Weiss volunteered to serve if Hanson is unable.

The meeting was adjourned.

Respectfully submitted by Paula Wilson