

## **Library, Media, and Computing Committee (LMAC) Minutes September 11, 2003**

**In attendance were:** Bill Barry, Geoff Proehl, Norman Imamshah, Rob Hutchinson, Michael Nanfity, Kent Hooper, Peter Greenfield, Paula Wilson, Karen Fischer, and Prairie Cutting

1. Peter Greenfield was elected chair. Rob Hutchinson volunteered to be secretary.
2. The minutes of the meeting on May 9, 2003, were approved.
3. Meetings were tentatively scheduled every three weeks on Thursdays from 10:30-11:30.
4. Bill Barry spoke about the role of LMAC in previous years. Although LMAC does not control a budget for the acquisition of new equipment, it serves as a conduit between faculty and administration, and it serves as a sounding board for the library and for the Office of Information Systems (OIS). LMAC has played a positive role in the adoption of Blackboard and, more recently, recommended that instructors of first-year seminars include a library orientation session, which many have done.
5. There are no charges from last year.
6. Possible agenda issues include:
  - Notification of server downtime
  - Blackboard courses being unnecessarily deleted
  - Content DM for archiving of digital materials
7. The Faculty Bylaws for LMAC were reviewed.
8. Karen Fischer, Library Director, made the following points:
  - She values LMAC as a sounding board and as a way to keep faculty apprised of what's coming down the pike.
  - She wants to examine the campus need for EndNote citation software.
  - She wants to know if faculty wish to have the library continue to bind print journals duplicated in the JSTOR online archive. (Members of the committee feel this is a likely agenda item for LMAC this year.)
  - Over the long term, she would like to examine student information literacy what do we expect students to know when they graduate? What needs continue past freshman orientation?
9. Bill Barry said the LMAC should include Section G.b.4 from the Faculty Bylaws (review of the collection development plan for the library) on its agenda. He also said LMAC should reexamine the Bylaws. He mentioned that OIS, the library, and faculty set the LMAC agenda.
10. Bill said that he and Norman Imamshah plan to ask the Technology Planning Group to include funds in the budget to add / update two electronic classrooms each year. Department chairs would no longer need to request electronic classrooms, they would simply be allocated each year.
11. Kent Hooper mentioned the need for more "turnaround" classrooms (classrooms like Wyatt 201 and 209 that have 20 computers) for foreign language courses.
11. Chair Peter Greenfield asked if there were any pressing issues from OIS. There were not.
12. The meeting was adjourned.
13. The next meeting will be Thursday, October 2, from 10:30-11:30.

Minutes taken by Rob Hutchinson.