

## LMIS meeting minutes October 28, 2014

Attendees: James Bernhard (chair), Tatiana Kaminsky (secretary), Nick Brody, Jane Carlin, Martin Jackson, Cindy Riche, William Morse, Benjamin Tromly, Molly Brown, John Wesley

**Call to order 3:01 by Bernhard.**

**Minutes from 10/07/14.** Approved with one small change.

**Updates on and demonstration of myPugetSound portal.** Morse stated that the student version of the myPugetSound is now live for students. Bernhardt demonstrated the current version of the faculty version of the myPugetSound portal, which is not yet available to all faculty. Bernhardt is looking for faculty testers who can pilot prior to the portal going live to the faculty as a whole. There are some outstanding questions. For example, in the navigation links, one link is named "my classes." But when the page is opened, the title is "my schedule." Another link is "Schedule of Classes," which takes the user to a "Search for Classes" to allow searching for classes offered during a specific semester, so the question about whether or not the link name is the most appropriate one was raised. Questions such as these need to be answered through the piloting process. There also needs to be consistency across pillars for language that overlaps. Some aspects of the portal will need to be considered by representatives from other places on campus (e.g. language surrounding paychecks and benefits need to be approved by Human Resources). Bernhardt asked the faculty members of LMIS if they could assist with the testing process. Wesley asked about the timing. Morse indicated that the process was ongoing and that recommendations are being implemented as they come in, but that the piloting needs to happen quickly because the ideal launch to the faculty would be next week. Wesley, Brody, and Kaminsky agreed to act as faculty testers and provide feedback on the portal's usability.

**Senate Charges.** Charges from the Faculty Senate have arrived. They are as follows:

1. **Charge:** Provide guidance to the library as they implement the Shared Integrated Library System Communication Plan.  
**Additional Information:** This was a recommendation of the LMIS year-end report. The Shared Integrated Library System, set to go live in June 2014, will link Collins Library to eighteen other libraries that have already migrated, with all 37 libraries allied by January 2015.
2. **Charge:** Continue to monitor the implementation of Optimize, solicit feedback on areas for system improvement, and keep the Faculty Senate informed about progress.  
**Additional Information:** This was a recommendation of the LMIS year-end report, building on the AY 2012-2013 report. Maximize Puget Sound, now as the next phase of Optimize Puget Sound, is focused on improving or adding needed functionality.
3. **Charge:** Continue to monitor the "competency trap" and consider the ways in which our research collections and space might evolve to meet student and faculty needs.  
**Rationale:** This was a recommendation of the LMIS year-end report. The "competency trap" occurs when organizations continue to use methods or approaches that worked in the past, but that may not be optimal or innovative. The expansion of our research collections and

space will support teaching and learning and enhance the educational experience for Puget Sound students.

4. **Charge:** Continue to develop a preservation strategy for digital archives of faculty research and university documents.  
**Additional Information:** This was a recommendation of the LMIS year-end report, building on the AY 2012-2013 report. This is however a huge and complex topic that requires funding and university support.
5. **Charge:** Continue to support initiatives to raise awareness and use of the Archives and Special Collections.  
**Rationale:** This was a recommendation of the LMIS year-end report, building on the AY 2012-2013 report.
6. **Charge:** Reconsider the 2014 announced process for applying library fines to faculty.
7. **Charge:** Develop a plan to promote the use of Mahara, an e-portfolio system, both for student experiential learning and for traditional academic information.  
**Additional Information:** This was suggested in the LMIS year-end report. Mahara is an existing e-portfolio system available at Puget Sound which works in partnership with Moodle. The Experiential Learning Work Group recommended in its June 2014 report that Puget Sound deploy the capacity of Mahara software to enable every student, upon entry, to have an e-portfolio; develop students' capacities for managing their digital selves; and build in regular prompts (e.g., at the end of each semester) for more effective retention of student work products.

Discussion about charge #6. Carlin has been asked to present to the full faculty about the change to the library fines. The question was raised about whether or not the LMIS committee involvement, including the endorsement of the new policy for faculty, is sufficient to represent faculty interests. Discussion ensued about the next steps that should be taken to communicate with the faculty as a whole about the policy and the actions taken by LMIS thus far. Through discussion, the committee decided that more information about this charge was needed. Suggestion was made to gather specific questions from the Faculty Senate that could be addressed by LMIS, rather than making a presentation at the full faculty meeting. LMIS will use those questions in further deliberation about library fines for faculty.

The committee spent additional time discussing the other charges and how to approach them. Carlin asked about charge #3 specifically and how the spaces in the library may be modified in the future (e.g. changes to the learning commons). She would like a student representative and a faculty representative to provide input on this process. Brown volunteered to serve as the student representative. Brody volunteered to serve as the faculty representative. Discussion about charge #4 ensued as well. This charge relates to strategies that could be used to preserve the work of the university that is being created electronically. Morse and Carlin shared some of the issues and concerns regarding this process.

Discussion on charges to be continued at the next meeting.

**Adjourned at 4:00 pm.**