

Library Assessment Committee (LAC)

Minutes

Friday, February 20, 2015

3:00 p.m., CL 1009

Committee Members

Present: Marlene Porter, Chair, Thomas Atwood, Jolene Miller, Laura Kinner, Alice Crosetto, Bridget Faricy-Beredo

Absent: Valerie Brown, Rich Kruzel

- I. Meeting was called to order at 3:05 p.m.
- II. Minutes from the previous meeting 10Dec2014 and the ASA #1 sub-committee meeting 27Jan2015 were approved.
- III. University Assessment Committee (UAC) update. Porter distributed a copy of the UT Libraries Class/Group Instructional Statistics and discussed the need for unified data collection in relation to ASA #1. Miller and Atwood discussed the form, why it had changed and why it was simplified. It was agreed that this new single form will be used by library faculty on both campuses to record their instructional statistics. Miller identified an action item: to create instructions on how to properly complete the form and instructions on how library faculty and library administration can access this data for reporting purposes. Crosetto proposed also adding a field that would note the actual time of instruction to identify peak hours.
- IV. The committee then reviewed the Quality Teaching Evaluation form that would be completed by instructors and a form that would be completed by students. The committee discussed the length of these forms and the wording of the questions. While the committee recognized the importance of collecting unified data and the need for a standardized teaching evaluation instrument, concerns about privacy and confidentiality were discussed. Porter agreed to make updates to the forms amending question #10 and adding comment fields. The purchase of LibAnalytics was also discussed.
- V. The committee briefly talked about Program Review templates and other Accreditation materials. Porter presented a Library In-

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House Forms LibGuide intended to encourage participation in assessment and centralize the collection of statistics.

VI. The meeting was adjourned at 4:31 p.m.

Respectfully submitted,

Thomas Atwood

Tuesday, February 24, 2015

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