

Library Assessment Committee (LAC)

Tuesday, May 3, 2011

9:00 a.m., CL 1009

Minutes

Committee Members

Present: Marlene Porter, chair; Laura Kinner; Suhasini Kumar; Dave Remaklus; Sheryl Stevens

Absent: Misa Mi

I. Approval of minutes

A. Minutes for last meeting (December 21, 2010) were approved with corrections

II. Guidelines for LAC submitted to Library Council (LC)

A. Recommendations were sent to the chair of the LC Elections and Bylaws committee, Wade Lee. He responded with revisions and suggestions concerning standing committees within the University Libraries (UL) not under LC.

B. It was recommend by LAC that M. Porter request that the issue be added to the May LC agenda for resolution.

III. Update on LAC report and review by University Assessment Committee (UAC)

A. M. Porter, the University Libraries' representative to UAC, has yet to receive the review from UAC. She has sent an inquiry to the chair of UAC (Ron Opp).

IV. Update on University Libraries Assessment Plan

A. Revision of the plan is currently on hold until further decisions are made about the College of Innovative Learning (COIL) plans

B. It was agreed that M. Porter will distribute the current plan at the May 2011 LC meeting and explain the document. She will point out the *Responsible Party* column and where the information can be housed.

V. Higher Learning Commission (HLC) update regarding assessment

A. University Libraries (UL) information is included in Criterion [3](#) and [4](#).

B. As the UL UAC representative, M. Porter has received a document *Assessment and Accreditation at UT*. It has documentation for the previous HLC visits and UT reports. UAC members were told to read and become familiar with the information for the February 2012 site visit.

VI. New Items:

A. University Libraries Annual Report

- i. It was decided that an annual report will be compiled for FY 2011 and submitted to the Dean. It will also be placed on the UL's webpage and on the [University Libraries Assessment LibGuide](#). Information will show trends for the last 3-5 years.

VII. Adjourn

A. M. Porter adjourned the meeting at 10:00a.m.

Minutes submitted by

Marlene Porter

Wednesday, May 04, 2011

