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Library Assessment Committee (LAC)
Tuesday, July 5, 2011
9:00 a.m., CL 1009
Minutes

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Committee Members

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

       Absent: Suhasini Kumar

I. Approval of minutes

    A. Minutes for last meeting (May 3, 2011) were approved.

II. COIL (College of Innovative Learning) Assessment Committee

    A. Barbara Schneider and M. Porter met and discussed how to proceed with assessment in COIL

       i. Members on the committee: B. Schneider (chair and COIL representative to University Assessment Committee [UAC]; Academic - COIL), M. Porter (Service – Libraries), Thomas Atwood (Academic – Information Literacy), Jennifer Rockwood (Academic – First Year Experience, Library Department Chair - ex officio [temporarily Wade Lee], Sue Ann Hochberg (Service – Online Learning), Peggy Fritz - ex officio (Service – Adult and Lifelong Learning)

       ii. B. Schneider directed that all reports be gathered and summarized under on report. M. Porter will clarify this with the UAC.

III. University Assessment Committee (UAC)

    A. M. Porter has become the chair of the UAC Website committee.

       i. It is hoped the site will be revised and functional by August

    B. New report templates were created and M. Porter distributed them to the LAC. Word templates of the documents are housed on L:\Assessment Committee\Reports\UAC Templates

IV. University Libraries Annual Report/Trifold Brochure

       i. No progress on this current item. M. Porter and L. Kinner will meet and design a brochure with input from the LAC

V. LAC members

    A. M. Porter noted that Misa Mi needs to be replaced on the LAC; L. Kinner suggested another Mulford librarian and M. Porter will discuss with J. Miller who best might be her replacement

    B. M. Porter gave S. Stevens and D. Remaklus the option of remaining on the committee and asked they inform her as to their decisions so replacements can be found.

VI. Adjourn

    A. M. Porter adjourned the meeting at 9:30 a.m.

Minutes submitted by

Marlene Porter