LIBRARY AND CTL ADVISORY COMMITTEE
Minutes
2012 January 30


Minutes of the November 21, 2011 meeting were approved.

Role, Scope and Composition of the Advisory Committee for Response to Faculty Senate Discussion
- Chair of Faculty Senate, Mark McKernin, is seeking a report from each advisory committee documenting its activities to date and plans for the remainder of the year
  - B. Baker responded to Mark with a 2 page history of the committee in order to meet the 1/26 deadline
    - Included a suggestion that there be a place for minutes and bylaws on the Faculty Senate website
  - B. Baker initiated a discussion centering on whether the current meeting format of updates from the Administrative Representatives followed by discussion was meeting the needs/role of the group. Discussion points:
    - Interest was expressed in perhaps dealing with targeted areas in more depth (e.g., roles of advisory committee members, subject librarians, and faculty liaisons)
      - D. Green noted that the library is currently working on formally describing these roles and will be prepared to discuss them at the next meeting with the goal of asking the advisory committee to endorse them.

Committee By-Laws with Proposed Revisions
- The recent changes to the by-laws were reviewed and approved with minor revisions
  - The secretary will send a clean copy to R. Gallagher prior to the next meeting
- It was suggested that the minutes of this committee be placed on the library website.
  - The Administrative Representatives will identify an appropriate place and post them

Center for Teaching and Learning Current Priorities and Challenges
- E. Hansen reported that he is finishing up the memo outlining issues with the use of technology in classrooms
  - Committee members reviewed main points to be included
  - B. Baker and C. Melian will also bring these concerns to K. Tracy's monthly UTS staff meeting
- E. Hansen presented an overview of CTL and its current activities:
  - Technical support for:
    - Blackboard support
      - Playing significant role in RFP process for a possible replacement
    - LiveText support for portfolio preparation and College of Education uses
    - Evaluation kit (online course feedback sheet)
      - Exploring ways to increase response rates
Other activities:
- New faculty orientation
- Faculty Summer Institute
- E. Hansen serves as member of Gen Ed Task Force

- Will be seeking feedback on a list of things E. Hansen would like the CTL to be doing once he returns to CTL full-time
- Tom Tobin is a new hire in CTL; Angela’s position will also be filled
- E. Hansen confirmed that training for faculty on the use of smart boards fell within the purview of CTL and could be explored

Next meeting: March 12, 2012, 9:30-11:00 in the Library Conference room

NOTE: Later rescheduled to March 5, 9:30-11:00 in the Library Conference Room

Handouts received:
- Agenda
- Minutes of the meeting of 11/21/2011
- Revision 1 of the committee by-laws