

Technology and Library Faculty Committee Meeting Minutes
Monday, October 27, 2014
12:00-1:00pm
Administrative Conference Room. #102

Committee members present:

Chuck Ciampaglio, Greg Homan, Teresa Richter (recorder), James Adabor, Megan Faragher, and Sharon Showman (chairperson). All committee members were present.

- I) Sharon Showman called the meeting to order 12:00pm.

- II) Current Work of Committee
 - A. Teresa to serve as meeting recorder

 - B. Scantron Usage Survey Report

The usage report was distributed to show the survey results from the 41.6% response from full time faculty. Results showed that 5 use the scantron, 13 do not use/ or would not use the scantron, and 23 no responses. The committee chose to take the next step in contacting Mike Baxter, technical support generalist, and Dayton to discuss the purchase of a new machine or the upkeep of the scantron. Concern about the ink, the general printing of the machine, and the age of the machine was estimated by C. Ciampaglio to be from the 1980s. S. Showman will follow-up on this item.

 - C. Responses to request for campus concerns, suggestions, or Information concerning the work of the committee.
 1. Candace Philpot, events & student activities coordinator,- Enjoys the sessions Joe has been coordinating through CTL. Would like to see them continue. Commented that use of technology is helpful to avoid lengthy commutes for short meetings and other presentations.
 2. Ronald Dorsten, manager, technical services, – Interested in getting feedback from faculty on what kind of technology in the classroom for instructor stations.
 - G. Homan responded that it would be good to see what options that are available for instructors, especially in the Open Source area. Not only equipment needs but also training was brought up as a valuable asset.
 - M. Faragher volunteered to look into the remotes with Dean Bonnie Mathies, Lake Campus Dean, for faculty needs.

- D. Use of Lake Campus Faculty Senate Web site.
Committee Agendas and Minutes will be posted to <http://lake.wright.edu/about/faculty-senate> under a special "Committee" tab.
- E. Committee Report will be given by M. Faragher at the November Faculty Senate meeting.

III) Inherited Work of the Committee

A. Interactive Forms- Chuck Ciampaglio

C. Ciampaglio brought to the attention of the committee the need of having interactive forms more accessible by having them online. When discussed to where the forms could be found on the K-drive. The evaluation of the K-drive by the committee believes it needs to have a complete update to its forms and information on this drive. Perhaps having a Forms Tab would also be an asset on the Web. Also discussed that K-Drive needs be cleaned up and brought up-to-date. S. Showman will discuss with M. Baxter. M. Faragher recommended converting the files into interactive forms via software. This would allow less paperwork and keep forms updated. She will discuss this with Dean Mathies.

IV) Future Work of the Committee

A. Promotion and Attendance of Library/Learning Center Programs

1. Alex Pittman, Lake Campus Librarian

A. Pittman has set tentative schedules for:

Jan. 22, 2015 3:30-4:30 with the choice of:

STAC/Multimedia Resources or Social Science Humanities Resources and,

Feb. 12, 2015 3:30-4:30 with the choice of:

Patent Information **or** Science Resources.

It is the recommendation of the committee that A. Pittman separate the STAC/Multimedia session and Social Science Humanities into two sessions offered at different times on the same day. S. Showman will contact A. Pittman.

B. Library Concerns, Printing Concerns, and Other Discussion

1. It was discussed to contact Dean Mathies to share her vision of the

future of the library with the committee. S. Showman will contact her and invite her to attend the committee's November 17th meeting.

2. C. Ciampaglio brought it to the attention of the committee that the books which were on the hold list had been already removed from the holding storage area. These books will not return. A notice needs to be brought to the attention of the faculty that we need to preserve our choices now before they are gone for good.
3. A digital librarian with the new direction vs. traditional librarian styles to enhance the learning sessions of today's student is a consideration for the appointment of our next librarian with the retirement of our current librarian.
4. Committee members given the responsibility to gather information for next meeting on the update and maintenance upkeep schedules of faculty printers.
___T. Richter to contact R. Dorsten concerning Labs 183/185;
___S. Showman to contact Jan Eckstein, faculty secretary concerning faculty printers in the workroom not being adequately prepared for weekend;
___C. Ciampaglio to contact M. Baxter concerning the Policy and Replacement schedule of all printers on campus.
5. It was discussed to poll the students concerning their need for a combined social and study environment on campus. The committee chose to talk further on this and hold off from immediate polling until future details are gathered.
6. Concern about the cost of printing for students was discussed. Could there be an allowance given to each student, each semester, similar to what other colleges/universities give to students?
Example: \$10.00 a month on a card.

S. Showman asked that agenda items for our November committee be sent to her by Wednesday, November 12. Next meeting of the committee is scheduled for Monday, November 17, 2014 12:00 – 1:30 in the Administrative Conference Room #102.

V) Adjournment

Respectfully submitted,

Teresa Richter, Recorder