

Present: Mari Kermit-Canfield, Melinda Isler, Rick Bearden, Paul Kammerdiner, Randall Schroeder, Scott Atwell, Ali Konieczny, Yuri Konovalov, Stacy Anderson, Kristy Motz, Fran Rosen, Leah Monger, Dave Scott, Emily Mitchell, Ann Breitenwischer.

Dean's Council: Leah said that at the previous Dean's Council they received a visit from John Urbanik and Joe Strohkirch. Joe talked about upgrade packages for classrooms & what is the base cost for updating rooms. This is part of a catalog of services that IT is working on. At the Dean's Council on Oct. 25th, Mitzi Day brought hard copies of the latest Productivity Report. Her office put together program costs, this is very labor intensive. Mitzi provided some handouts that explain where the cost numbers come from. The Deans have been spending a lot of time talking about course caps.

Dean's Search Committee: Dave reported on the schedule for phone interviews and said they are using Skype for several of them.

Library/Historical/Archival Committee: Melinda had sent an email about the status of this Senate committee. It is on hold at the moment. The Senate would like to know what the library wants: should it exist? Should the structure be changed? Most of the other state supported universities have such a committee; Michigan Tech doesn't but said they probably should. There is a lack of membership in the current Senate committee & the current members have said that the committee never did anything. Topics discussed included:

What is the Charge of the committee: Several librarians agreed that we don't want to lose the voice of the faculty. Melinda said that the committee has an updated mission statement that was never put up on the website, but even the updated mission statement is a little old.

Makeup of the committee: Some people wondered if there should be student representation, or if we might want a separate student advisory group. There was discussion about the meeting time, maybe it would be better to have the committee meet at a time other than the regular 2nd Tuesday, and also whether it should be a Senate committee?

Workings of the committee: People wondered who sets the agenda, and how does input from the committee come back to the library.

Melinda asked for a yes/no vote of whether the committee should continue; everybody voted Yes. So now we need to think about what we would like to change. Melinda asked that we think about what we would like to see for this committee, and said she would be happy to oversee the process of recreating the committee.

FLITE Web Committee Charge: Rick sent a new version by email, and said he added a point about user feedback. Topics discussed included:

History & Original Charge: Rick clarified that the original charge was for a Project Team, not a standing committee, and the original charge was specifically for a redesign of the FLITE website.

Role of the Web Team: Fran asked for the definition of top level pages, and the answer is the opening pages & one click down. Paul said he would like to see more emphasis on the

advisory component of the web team. There was some discussion about the web team's role in evaluating web-based & other e-resources, and Randall said the web team was looking at chat software because it was given that as a special assignment. Another suggestion was that we look at the ERG charge and clarify which group should be discussing which topics. There was also mention that the web team has to take care of communicating information and encouraging broader involvement.

Membership of the Web Team: Rick said a smaller membership will make it easier to schedule meetings. Paul said the Reference area needs some input, and he is concerned that the membership as proposed is mostly permanent members. Melinda pointed out that working on parts of the website is in the job description of some librarians and Rick suggested that continuity is a good thing given the rate at which vendors are changing things. Ali is concerned about making sure there will be representation from people with a lot of liaison/instruction responsibilities. Several librarians felt the committee needs strong public service representation.

Role of Subcommittees and Librarians Meeting: There was strong approval of the plan to create subcommittees to look at specific issues and make proposals, and it was suggested that the charge be modified to state that the web team will create such committees (instead of saying that they may do so.) It might help to specify how these subcommittees would be formed. There was also a suggestion that a bullet point be added to the charge stating that the web team would take major recommendations to the librarians meeting for discussion and vote.

Rick will work on another revision.