****Faculty Librarians Meeting**

**Meeting Minutes**

**Date:** October 29, 2014

**Location:** Research Lab

|  |  |  |  |
| --- | --- | --- | --- |
|  | Present | Absent | Excused |
| Jane Bigelow – Faculty Librarian | x |  |  |
| Timothy Bishop – Faculty Librarian | x |  |  |
| Cindy Campbell – Faculty Librarian | x |  |  |
| Frank Dowd –Faculty Librarian | x |  |  |
| Peggy Phetterplace – Coordinator, Library Circulation Services  | x |  |  |
| William Shuluk – Head Librarian | x |  |  |
| Anthony Valenti – Collier Faculty Librarian | x |  |  |
| Arenthia Herren – Lee / Hendry-Glades Faculty Librarian | x |  |  |
| Mary Walton – Charlotte Faculty Librarian | x |  |  |
| Eileen Deluca – Asst VP Learning Resources |  |  | x |
| Joyce Van Deusen – Staff Assistant | x |  |  |

1. **Call to order** – Meeting was called to order at 2:00 p.m. by Tim Bishop. Anthony Valenti present via polycom.
2. **LIS 2004 Moving Forward (Tim and All)**

We will be offering 2 courses per semester, unless additional classes are needed.

Bill Shuluk will look into what is involved in order to teach an Honors section. Arenthia Herren and Frank Dowd are possibly interested in teaching Honors.

A rotation schedule will be used to determine who will be teaching LIS 2004.

Tim Bishop will not be teaching until at least Fall 2016.

\*2015 Spring semester – Cindy Campbell and Frank Dowd will teach spring term

\*2015 Summer semester – Arenthia Herren and Frank Dowd (summer A)

\*2015 Fall semester – Cindy Campbell and Arenthia Herren

1. **Physical Space in the Libraries (Bill)**

The tentative space changes are:

1. Bill Shuluk will be moving to Peggy Phetterplace’ office.
2. Peggy Phetterplace will move to Arenthia Herren’s cubicle.
3. Tim Bishop will move to an as-yet-determined office (probably a converted study room on the third floor)
4. Arenthia Herren will be moving to Tim’s vacated office.

We have requested an outside door be installed into Cindy’s office and remove the door between Tim Bishop and Cindy’s office.

These changes may change depending on whether the Writing Lab will be moved to the Library and if we will be able to use Dr. Pendleton’s old office J-324.

1. **Teaching / Instructional Strategy (Bill)**

Cindy Campbell and Jane Bigelow are working together regarding assessment of SLS 1515.

Suggested talk to the faculty member to identify their particular teaching methodology. Can use either the Truthseeking format or the regular RI format.

1. **Survey (Bill)**

We are looking to improve Student Survey questions*.*

We need to trim Faculty Observation Survey

 Bill Shuluk asks that everyone review the surveys and come up with suggestions.

1. **Faculty Survey question (Arenthia and All)**

Arenthia Herren noted the Faculty Survey questions should be reviewed and we may need to tweak these questions.

Bill will ask Steven Bianco send out an e-mail to faculty for their input. All suggestions are due by November 1st.

1. **Library Blog – Regular Submission or Content (Jane)**

After substantial discussion, Frank Dowd suggested to let it go…

 All agreed to kill the Blog.

1. **Library Facebook/Social Media Update / Great Books Project (Tim)**

Tim Bishop discussed introducing humor into the Facebook to revitalize our Facebook page. By conducting experiments on Facebook, it was found that substantially more hits were received on topics using humor.

Tim will be the point person regarding Faculty drive Great Books Project.

Great books from faculty – tentative kick off January 2015.

Suggested a poster with social media addresses somewhere in the library

1. **Libguides and Adjuncts (Bill)**

Welcome Maria VanBoekel as new adjunct for Library Services who will be working primarily at Collier and Lee campuses. She will also be available to work at Charlotte and Hendry Glades campus/centers as needed.

Maria will take over some of the existing Libguides.

1. **Library Advisory Committee (Bill)**

One meeting per year. First meeting will discuss reconstructing of Library Services district wide. The first meeting will be held during Professional Development Days.

Bill will write up purpose statement. Canvas invite.

Committee - Thomas Wayne, Mark Herman, Catherine Wilkins, Roz Jester and Marilyn Gobi.

1. **Unit Plan (Bill)**

Bill Shuluk indicated that we should know our Unit Plan

Assessment – Plagiarism

Operational – Reorganization/Restructuring of Library

1. **Assessment Update (Jane)**

Library assessment - Plagiarism tutorial and quiz – using canvas,

A new canvas component called Canvas Commons is available. Jane will work with IT to implement this new component. This is on-going….

1. **Discussion on what to call MANGO / Finding Tool (Mary Ann and All)**

A decision was not made. Tabled till next meeting.

1. **Anything Else?**

Arenthia suggested a “Suggestion Board” be housed in the Library to allow students to make suggestions on the board to be better serve the needs of the students. Bill thought it was a good idea; we have the white board easels which can be placed on the 2nd and 3rd floors. The boards will have to be checked several time a day to remove unwanted language.