



11-4-2013

## Library & Information Technology Committee - November 4, 2013 Minutes

Faculty Senate

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**Faculty Senate Library and Information Technology Committee**

**University of Tennessee: Meeting Minutes [Draft]**

**In attendance:** Marianne Breinig, Mark Collins, Joel Reeves (ex officio), Bharat Mehra (Chair).

**Absent:** Joseph Beard (SGA), Greg Billings (GSS) [Replaced by Martin Walker], Stan Bowie, David Golden (ex officio), John Haas, Wonjae Hwang, Agricola Odoi, Yvonne Pelletier, Steven Smith (ex officio), Robert Spirko, Kathi Wong.

Minutes from the last meeting were approved.

There was a discussion regarding involvement of members (or lack of) in the committee work. It was understood that it may be difficult to find a common meeting time that works for all members to attend. However, it is the responsibility of the members to participate in committee work through email [when needed] and at least respond online to the requests for feedback/approval of past meeting minutes, contribute to polls set up to schedule meeting times, and other aspects related to committee charges and decision-making processes. If the committee members cannot meet these minimal online expectations it was suggested that they should request their college/unit administrators to reclude them and find replacements.

Breinig and Reeves suggested identifying a regular time-slot and day to meet for this committee that all members can block out every month. Since the first Monday of every month (3.30-5.00pm) is scheduled for the Faculty Senate meeting it was decided to block out the second Monday of every month (3.30-4.30pm) for the Library and IT Committee meetings. Since we do not have a Faculty Senate meeting for December, it is proposed to schedule the first Monday (3.30-4.30pm, December 2) for this committee's last meeting during the 2013 fall semester.

Breinig discussed challenges in identifying and communicating with members in her caucus and Mehra expressed surprise that all Colleges/caucuses did not have listservs to communicate with faculty in their units. A future proposal from this committee should possibly develop a resolution in this regard to present to the Faculty Senate.

Reeves suggested that the committee members join the IT Weekly listserv to get current news and IT-related updates shared by OIT. He suggested that committee members ask their caucus members to sign up and Mehra suggested that such an announcement also be made at the Faculty Senate meeting. [To Join/Leave the IT Weekly go to <http://listserv.utk.edu/archives/itweekly.html> and click on "Join or leave the list (or change settings)"].

In a power point presentation Reeves shared findings from a spring 2013 satisfaction survey with faculty feedback and input on how to improve IT services [presentation is available in pdf format along with the minutes]. Survey results are also available on the OIT web page in the "About OIT" (one level down from the main page) at <https://oit.utk.edu/Pages/about.aspx>. The presentation included discussion on faculty responses to services that were significantly used, moderately used, and less used. Question and answers were exchanged throughout the presentation.