

10-5-2010

Library Faculty Council Meeting : 2010 : 10 : 05 : Minutes

Nelson Poynter Memorial Library. Library Faculty Council.

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Library Faculty Council Meeting Minutes

5 October 2010, 2:00 p.m., Room 218, Poynter Library

Librarians Present: Gary Austin, Deborah Henry, Jerry Notaro, Patricia Pettijohn, Kaya Van Beynen, Jim Schnur

Regrets: Tina Neville

Guests: None

Meeting: Called to order at 2:04 p.m. by Jerry

Minutes: Minutes of September 8 meeting approved by acclamation.

New Business:

Putting MS Word on Affiliate Computers: Librarians discussed the possibility of adding word processing functions to the affiliate computers. Berrie has reassured us that there is no issue with software licensing. This would be beneficial when students have to use these computers because all of the computers in the reference horseshoe are filled. Jim mentioned that he was comfortable with the measure, as long as we would not be expected to provide any technical support to non-USF patrons. After some discussion, we agreed that this would be forwarded to Berrie so that it may be implemented during future upgrades/updates on those computers.

Other Computer Issues: One of the thumb drive ports in an affiliate computer needs to be repaired, according to Jerry. Also, Jerry mentioned that this is a growing trend where students who participate in group projects using software in a variety of platforms (Mac MS Word, PC MS Word, Google Docs) come to the reference desk seeking assistance because formatting functions (outlining, tabbing, etc.) may differ slightly. Although we can offer basic assistance, it is the responsibility of the students to make sure that formatting and layout of documents meets instructor specifications.

Awards Committee: We now have a seat on the Faculty Senate Awards Committee to review submissions to Academic Affairs for teaching/research/service. Jim has agreed to serve as our member. We should also consider convening an ad hoc awards committee within the library.

Old Business

FAIR Service Form Entry: There are still gray areas in how some of us may decide to categorize service duties (internal for USF, internal for faculty governance/UFF, external community, etc.). Jerry will investigate how faculty members in the academic colleges allocate their service duties.

Faculty Governance Reports: The following reports were submitted—

Library Committee: Jerry mentioned that no meeting has been scheduled at this time. Grover Kearns has said nothing. We remain unsure of the future plans for this committee.

Enrollment Management: Jerry said that they discussed plans for grades and readmission that had originated at USF Tampa. The committee reviewed these plans and suggested changes. There will be an open house for high school students on October 16. Enrollment numbers on campus are up.

Faculty Senate: Margaret met with Faculty Senate. She talked about a lot of possible new programs and the criteria they should consider before moving forward with them. The campus is also in the process of developing undergraduate certificate programs. Cynthia Leung is the new College of Education representative; Mark Walters represents the College of Arts and Sciences. Next meeting is October 15.

Graduate Council: No report.

Undergraduate Council: Kaya said they will meet on Thursday, October 7.

General Education: Patricia said that some members of the teaching faculty had failed to turn in their information to Ernie Gonzalez. He sent out an email reminder.

Technology Committee: Deb said that there is no news to share.

QEP: No report.

Announcements

October 16 Open House: An open house for prospective students will take place on Saturday, October 16. The student recruiter expects a great turnout. The computer lab in Bayboro Hall will open as a place where prospective students may fill out forms.

USF System Faculty Advisory Council: Jerry has an upcoming meeting in Sarasota/Manatee. The meeting after that takes place on the Polytechnic campus.

Next meeting scheduled for November 2, 2:00 p.m.

Meeting adjourned at 3:25 p.m.

Respectfully Submitted,

Jim Schnur
Council Scribe