Communications Clearinghouse Minutes
January 23, 2015

Present: Allen, Banks, Boyd, Freedle, Ganson, Gibson, Juhl, Kulczak, Lennertz, Nutt
Absent: Parker-Gibson, Salisbury

1. Supervisor’s Checklist: Gibson volunteered to work with a group to address this. Ideas include breaking up the checklist according to employee type; separation of administrative functions from orientation items. Example: Network authorization is an administrative function. This could occur before the employee starts working here. Juhl and Freedle volunteered to work with Gibson on this. It was agreed that drafts will be shared with the clearinghouse via email.

2. Social media content: Vimr asked the group to contact her with ideas for content.

Reports:

Allen: Over 800 students participated in intersession. The program is growing and the university is examining the possibility of including graduate level courses.

Banks: Sergeant Velasco will be discussing threat assessment and procedures with library employees.
There will be a grant writing workshop on February 5 in the Weare Conference Room.
On April 17 the Libraries will be hosting a Society of American Archivists workshop on digital repositories.
Campus human resources is testing the workflow for conducting faculty searches in PeopleAdmin.

Boyd: Sustainability Council report: During the last intersession, classes were scattered all over campus. The group is examining the possibility of holding all classes in three buildings to save energy costs.
The bird-strike survey found 30 dead birds. The most deadly location is the skywalk at the Fine Arts building and the second most deadly is the skywalk at the Walton College. The group will do another survey in the spring, and then make recommendations.
The city of Fayetteville is developing a master transportation plan. The goal is to have 20% of the population using transit services for their daily travel by 2020.

Ganson: Courses and Program Committee: May is the deadline to get new courses into the catalog.

Juhl: Staff Libguides were launched. Departmental information should be maintained in Libguides. It is a dynamic and participatory method that can be used for training as well as information sharing. Juhl will schedule training sessions for staff.

The Discovery Analysis Task Force submitted its report. Open forums will be scheduled to solicit feedback.
Kulczak: Conduct Board is trying a new scheduling method.

Lennertz: The new microformat scanners will arrive soon. Several faculty are using SIPX. No problems have been reported so far. The Service Learning Committee is gathering information about which courses currently offered include a service learning component. LibGuides are being created that will include scholarship activities that promote service learning. The group is also examining study abroad programs that include service learning components. Lennertz is working on developing a presentation on faculty copyright issues in the classroom. Intellectual property issues will be addresses as well.

Nutt: The Frank Lloyd Wright-Fay Jones digital exhibit will launch January 30. 40 people attended the first event at Tusk and Trotter.

Vimr: Cartoonist Keith Knight will be in the Walton Reading room on February 20th at 3:30. A reception will follow. The title is “They Shoot Black People Don’t They?: A Look at Police Brutality in America.

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