Present:  Lora Lennertz-Jetton, Donna Daniels, Anne Marie Candido, Phil Jones, Patricia Kirkwood and Luti Salisbury

General News:
The committee discussed the charge and will concentrate on the following areas first assessment, outreach, and technology. The other charges fit into these three main categories. Kathleen Lehman will join the committee in January. Lora has made her Blackboard site available to the committee members. Lora will work with Sarah Spiegel to produce a Getting Started in the Library LibGuide. Sarah will bring a concept to the committee. It will later be vetted by a larger group of librarians. Patricia would like her intellectual property LibGuide to be the second one produced. The video production subgroup will continue with their work. Members are Lora, Necia, Anne Marie, Phil, Luti and Amy Hardin. Research Wizard needs to be updated. Donna will talk to Beth about setting up a LibGuides meeting with library staff in December. Date to be determined.

Assessment:
Lora has the assessment forms from Alberta. Kathleen Lehman’s GA in Physics has coded some of the assessments and will continue with these as well. Patricia has a slightly different assessment form which John Riley will code for her. Donna will direct John in this project.

Outreach:
Blackboard online support group is developing shells that instructors can use for their courses. There will be a library component as a part of the shell. There was discussion about using a forum or another meeting time to have a broader discussion with staff regarding outreach. There were no action items for the next meeting.

Technology:
There was interest in developing additional widgets which can be used in LibGuides. Elluminate will be evaluated and workshops will take place later this spring. Beth has added Google analytics to the LibGuides.

Next meeting will be in December before holiday break. Date to be determined.