LISC Meeting

November 16, 2021

Present: Lindsay Van Berkom, Angela Hackstadt, Michael Dzikowski, Rebecca Mugridge, Brian Heaton, Heather Larkin, Aviva Bower, Tyler Norton, Michael Young, Rakesh Naik R

Approval of minutes from 10/12/21 meeting

Report from the Chair (Lindsay Van Berkom)

- Senate working to staff councils as well as overview council membership
- LISC currently short two teaching faculty before reaching full membership

Report from the Libraries (Rebecca Mugridge)

- **Open Access Policy**. The Open Access Policy Implementation Committee has been formed and will be holding its first meeting on December 1. The Committee will be helping the Libraries to evaluate OA workflows, conduct outreach, and investigate automated methods to complete some tasks.
- **EITA.** The Libraries are working on an accessibility training curriculum, including customer service, communicating with persons with disabilities, creating accessible documents, web accessibility, and more. Deque University accounts are being created for all Libraries' staff. We are also purchasing additional assistive technology such as trackball mice, noise reduction headphones, and large type keyboards, which will be available for students or others to borrow.
- **Collections updates**.
  a. **Popular reading collection**. Based on research that reading for pleasure is associated with better academic outcomes for students, the Libraries have launched a popular reading collection. Funded by the Libraries' donors, the collection was made available this month, and will grow over the next year to have several thousand titles. Students have received this enthusiastically and have responded to invitations to suggest books with dozens of titles.
  b. **Diversity, equity, and inclusion**. The Libraries' Director of Collections, Jane Kessler, initiated a review of the Libraries' collection with regard to diversity, equity, and inclusion. Using a bibliography of all DEI titles that received awards in recent years, she ordered books that were not already in the Libraries' collection.
  c. **Accessibility**. As part of the Libraries' EITA goals, Jane appointed a committee to review the Libraries' collection related to disabilities and accessibility. The committee submitted its report at the end of October and the Libraries will purchase the recommended titles.
- **Library hours**. We plan to expand library hours on the downtown campus by opening Dewey Graduate Library on Sundays during the spring semester. Due to the energy shutdown, both Dewey and Science will not be open December 18-January 17.

Report from ITS (Brian Heaton)

- ITS is exploring digital whiteboard options in the classroom and digital annotation options, for example - when using the document camera in classrooms.

- Zoom recording retention change to 180 days has gone well. That was a notable cost item that is now more manageable.
- The completed upgrade to Microsoft 365 provides a common user experience across campus when anyone uses what we've formerly known as Microsoft Office. That includes offices, classrooms, conference rooms, etc. This makes it easier to access files stored in OneDrive. We recommend that fac/staff consider using OneDrive for document storage and document sharing and rely less on network shares.
- We're about to communicate the availability of a video captioning tool - this week or next.
- Staffing
  - ITS hired a new Research Technology Analyst, Spencer Bruce, who starts on 12/6.
  - ITS is having great difficulty recruiting applicants for several position searches - particularly in the research space.

Report from ITLAL (Aviva Bower)

- ITLAL will offer an Instructional Leadership Academy in January, "Course Design to Foster Student Success," to support faculty as they design or redesign a course. An invitation to register will go out in the coming weeks and will also be posted on our website. Here is some information about the schedule for the Academy:
  - Opening workshop January 3, 10:00 – 12:00 noon
  - Design workshops January 4 - 10 (weekdays only), 10:00 – 11:30 am
  - All sessions will be offered virtually through Zoom.

Please share with instructors who may be looking for the opportunity to take some time to plan their course design with colleagues in a supportive, structured Academy.

- We are currently planning our spring instructional workshop offerings, which will focus on ensuring student success in the face of the challenges they are currently facing. These workshops will help instructors make small changes in their teaching that have a big impact on student motivation, preparation, and tenacity.
- We are currently planning our spring GTA Academic Job Market workshop offerings, which will include support for preparing for job interviews, for effective job talks, and for effective teaching demonstrations. If you work with graduate students who are or who will be shortly on the academic job market, please let them know to check the ITLAL website for these workshops in the spring.
- ITLAL has responded to instructor concerns about students by creating a resource titled "Helping Students Plan for a Successful Conclusion to a Challenging Semester." This resource offers easily implemented strategies to help students reflect, plan, and succeed as they conclude the work of the semester. The resource is embedded in ITLAL's webpage of resources for Teaching in Fall 2021, which can be found here.

Upcoming Senate Meeting: Wednesday, December 8

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