Elected Chair 2014-2015: JC Barone

Committee Members:
JC Barone (A&S) 2013-16
Melissa Carlo (A&S) 2013-16
Linda Forbes (Ancell) 2013-16
Russell Gladstone: Library Representative
Veronica Kenausis: Director of Library Services, ex officio
Joan Palladino (Prof. Studies) 2014-17
Catharine Vanaria (VPA) 2013-16
Steve Veillette: Information Technology & Innovation Representative, ex officio
Rebecca Woodward: Director of Media Services, ex officio
Patrick Shea: Student Representative (2014)
Emma Olownia: Student Representative (2015)
Lauren Kerton: Student Representative (2015)

The committee met monthly, eight times over the 2013-14 academic year:
- September 18, 2014
- October 16, 2014
- November 20, 2014
- January 28, 2015
- February 18, 2015
- March 9, 2015
- April 22, 2015
- May 6, 2015

This year, the Media & Library Services Policy Committee (M&LSPC) focused on improved communication of our services to faculty, staff, and students. We revisited several priorities: Streaming Media, University Digital Repository, Collaboration with the Center for Excellence in Learning & Technology (CELT), Library Printing, and

- **Streaming Media:** Following the lead of last year’s attention to piloting streaming media for instruction (classroom and online), M&LSPC made a concerted effort to inform all faculty of this service. The move to do so was two-fold: test the pilot program, and facilitate usage for those who need such resources for use course instruction. Several systems were piloted and tested: Subsonic, MediaCore, and Media Drop, and Kaltura. Media Services, now part of Information Technology & Innovation, converted over 5,000 video titles for streaming, available for faculty use. Over the year, more than 98% of the current Video/DVDs in the Library have been digitized by Media Services for streaming uses by faculty. Additional digitization is possible by contacting Media Services.
Announcements were made by M&LSPC members to their respective faculty kick-off meetings for A&S, ASB, VPA, Professional Studies, Graduate Council, and IT&I at the beginning of the 2014-2015 academic year informing faculty on the new streaming capabilities and uses:

- Faculty may stream only media that the Library owns.
- Media must be used for instructional purposes.
- Some VHS have been converted, too. More by request.
- Go to video.wcsu.edu and check if the title is already on the server. Log in using your Western Windows username and password.
- If a title is not on the server, check to see if it’s available in the Library and request it one week in advance through requestmediaservices@wcsu.edu. Media Services will get it from the Library, rip and upload it.
- Copyright: While we are excited to be offering streaming video for classroom and educational use, we need to acknowledge that we are testing the elasticity of the copyright laws. There have been a few federal cases decided in libraries’ favor (UCLA, University of Georgia, Duke) that give us encouragement to proceed, but the law is ambiguous at best. So we are balancing the risk of copyright litigation with the pedagogical value of streaming video. More: http://policynotes.arl.org/post/11024602634/a-copyright-victory-video-vendor-case-dismissed

- **Digital Repository**: The issue of an underused online electronic repository focused on making a decision to keep the repository, effectively informing faculty and students on its importance and promoting its use, or discontinuing the repository due to underuse and cost. University has moved from using “D-Space” to “Digital Commons” the newer purchased repository service. The repository URL is: http://repository.wcsu.edu. The Committee will use various university “kick-off” meetings and a hand-out to inform faculty, staff, and students of use.

- **Haas Library**: First floor working space was created in the space knows as “beyond the glass elevator” for students. It is being used.

- **Video conferencing**: Three locations are set-up, Old Main, White Hall and Westside 119 and current capacity is for “55 video conferencing at once.” Individuals interested in using Vidyo, should contact Mike Lynch, IT&I. Assess status and inform faculty via library website. There is dedicated space. Faculty can do so from their computer desktops and get an account from Information Technology and Innovation (IT&I).

- **Printing Improvements**: Printing continued to challenge the committee and at this point, faculty and students may print from ALL machines now. Printing can now take place from the 52 workstations in the MTTC (Cyber Café) for Faculty (both full time and adjuncts). Future expansion will include the rest of the computers on the first floor of the Haas Library. Westside printers are functioning the same way.

- **Departmental liaisons**, representatives from academic departments, were contacted to keep line of communication active and useful. Liaisons are expected to communicate with their departments regarding the availability of library and media services throughout the year.
- **Databases, usage and cost:** The committee discussed escalating costs for databases and the potential impact of the budget on other materials such as books. The Library is looking for and experimenting with ways to save money and get better value.

- **Planning began for re-organizing the library webpage for more links and “how to” videos.**

- **Library Student Advisory Committee** was set up and met on the following dates: 3/2, 3/30, and 4/27

- **Reference book stacks** in Haas Library were cleared and a student area has replaced it. The existing collections are being integrated into the Circulating stacks on the 4th and 5th floors. A pared down collection of Ready Reference titles is being placed on reallocated shelving in the Reference computing workstation area. This is part of the 1st floor reinvention.

- **Getting the word out:** In addition to informing faculty of new and/or underused library and media services via announcements and hand-outs at the beginning of the fall 2014 semester at various semester kick-off meetings, we held our first open house targeted to library liaisons and department chairs. Seventeen members from the university attended the informal and informational Open House sessions held simultaneously at Haas and Young libraries where PPT, hand-outs, and M&LSPC members were present for the entire four hours to discuss services and answer faculty questions. Attendees were sent copies of the PPT and hand-out.

Our last meeting is scheduled for May 6 for a review of the year. Elections for a new chair will be held. Greg Heimbucher is contacted regarding serving as our Student Representative for 2015-16 Greg works at IT&I.

Suggestions for next year:
- **On-going topics:**
  - Master List of URLs and the need to come up with simplified steps to use streaming videos, informing faculty on usage.
  - ITI Master Calendar
  - University Scholarly Communication
  - Collaboration with CELT, Technology Roundtable.
  - Support Open Educational Resources
  - Creative, collaborative space; “Mini-Makerspace” in the Haas Library

- **Continue to promote, discuss and educate both faculty and students on various library and media services.**

Respectfully submitted,

JC Barone, PhD
Chair, Media & Library Services Policy Committee
April 25, 2015