Elected Chair 2013-2014: 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
Katharine Vanaria (VPA) 2013-16
Steve Veillette: Information Technology & Innovation Representative, ex officio
Patrick Shea: Student Representative

The committee met monthly, eight times over the 2013-14 academic year:
  - September 12, 2013
  - October 17, 2013
  - November 21, 2013
  - January 16, 2014
  - February 20, 2014
  - March 27, 2014
  - April 24, 2014
  - May 21, 2014

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

- **Streaming Media**: The status of using streaming media for instruction (classroom and online) moved front and center as a priority for the committee. Media Services has converted over 4,600 video titles to streaming, available for faculty use. Over the year, more than 95% of the current Video/DVDs in the Library were digitized by Media Services for streaming uses by faculty. Digitization is continuing. Several systems were piloted and tested (Subsonic, MediaCore, and Media Drop). Media Drop for video and Subsonic for audio was chosen. Trial use was conducted by committee members and some faculty members before rolling out university-wide. In addition to ripping DVDs, faculty may record lectures, events. An announcement to faculty during general meetings at the beginning of the 2014-2015 year will inform 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.

- Learning Commons: Space in the Young Library on the west side was created for student learning commons, the purpose is to provide a tutoring and advising hub (referred to as the Learning Commons) for the Ancell School of Business. Westside has yielded positive student feedback

  o Eight Student Tutors were hired.
  o Workshops are being offered.
  o Most common topics are related to Accounting and Finance courses.
  o Student Surveys (n=86) showed that Students requested subject tutoring, writing support, Blackboard training and Microsoft Office software training. Students also requested better signage, workshops in time management, research methods and career guidance.
  o The Learning Commons is exploring the hiring of well-trained student research mentors. It has been shown that student retention rates increase when students receive peer training.
  o Plug-in/charging stations are to be installed.
  o Coming Attractions: Haas Library first floor working space.

- Video conferencing: The committee met with a group of representatives to discuss how to be of service with the dissemination of information regarding video conferencing opportunities (WebEx and Vidyo) at the university. Current capacity is 55 video conferencing at once. Three locations are set-up, Old Main, White Hall and Westside 119. Individuals interested in using Vidyo, should contact Mike Lynch, ITI. 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 (ITI).

- **Printing Improvements:** Faculty can 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.

- **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.

- **Getting the word out:** 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 School kick-off meetings: A&S, ASB, VPA, Professional Studies, Graduate Council, and IT&I.

JC Barone was re-elected unanimously by the committee to chair the M&LSPC for the 2014-2015 academic year.

Suggestions for next year:

- Continue to promote, discuss and educate both faculty and students on various library and media services.
- On-going topics:
  - TEACH Act
  - ITI Master Calendar
  - University Scholarly Communication
  - Collaboration with CELT, Technology Roundtable.
  - Open Educational Resources
  - Creative, collaborative space; “Mini-Makerspace” in the Haas Library

Respectfully submitted,

JC Barone, PhD; Chair
Media & Library Services Policy Committee
August 19, 2014