Minutes of the Instruction in Library Use Committee
April 19, 2006
Robarts Reference Dept., 9:30–11:30 am

Present: Richard Carter (St. Mikes's); Margaret Fulford (Dentistry); Carla Hagstrom (Gerstein); Sara McDowell (Robarts, Acting Chair); Marian Press (OISE/UT); Elena Prigoda (Gerstein); Fran Sardone (UTSC); Cris Sewerin (Engineering & Computer Science); Nalini Singh (FIS, minutes); Elaine Tamura (UTSC)
Guest: Rochelle Mazar (UTM)
Regrets: Sheril Hook (Chair, UTM); Jeff Newman (Robarts)

1. **Minutes of last meeting** -- approved.

2. **Mailing lists update:** As previously discussed, we agreed to shelve the *ilulist*, and just keep the *ilu-committee* mailing list.

3. **Blackboard:**

Rochelle Mazar, Instructional Technology Liaison librarian at UTM, spoke to us about Blackboard, the new learning/course management system (LMS) that U of T is adopting.
Some background:
   - Pilots being run in the summer.
   - In September, WebCT licenses will expire, and all current WebCT users will be ported over to Blackboard.
   - CCNet's license will expire in Sept 2007, and they will start using Blackboard then
   - Every unit will have its own roll-out plan.
   - Students use UTORID to login, and can then get to all their courses, rather than having to use one login per course.
   - For each course , a shell is created.
   - The shell provides space for the both instructor and the institution to load in content
   - For the institution content, there are 2 folders for library content – one for e-reserves, and another for *other* library content.

Importance to librarians:
   - Very important for us because it means that in the folder for other library content, we can put instructional and other material!
   - Librarians will have this kind of access for all courses!
   - Librarians, rather than the instructors, will control the library content.
   - We can have the content be time-released, so that handouts can be made accessible *after* an instructional session.
   - Any kind of format can be added, as well as links.
   - At the moment, it is all open re: who can post material
   - There may be the possibility that we can put in quizzes.
   - Let's start thinking about what kind of content we would want to add!
   - Don't feel restricted by technology: they can create whatever we need.

- Note: we won't be able to see the course content, just the library content, but instructors can give you permission.

More information:
- U of T is working on the CMS component, as well as a portal component. A small part of the portal is planned to be ready to go live in Sept. – there is a 3 year plan for completion. With the portal, students, faculty, and staff can login, and get info customized to them.
- *On e-reserves:* Faculty send a list of items, and the library works on getting links to the documents. Faculty can also load their own documents if there is a policy decision to have them do so. This will vary from library to library, and is a policy, not a technological decision.
- Faculty can turn on/off access to the library content folders
- *Purging/storing material:* At the end of the course, instructors can see course material for 1 month after the course ends; students can see it for one week after the course ends; administrators can see it for one year after, and then the material can go into storage – i.e. course content does not get deleted. It is unclear what will happen to library content at the end of a course.
- There will be a space restriction but we don't yet know how much.

We can add generic stuff (links to catalogue, library, research skills tutorial) plus library material specific to the course. One thing to find out: can we add material on our own or does it have to be pending approval of the instructor? The latter scenario is not great, because we have to wait to hear back. We asked Rochelle to post information about developments related to the library folder to the ilu-committee list, and in the meantime we can all think about how to take advantage of this excellent opportunity.

4. **Northampton librarians visit:** the updated schedule of the librarian visitors was circulated. Lunch is tentatively booked at the Faculty Club. It was pointed out that Techknowfile was also at this time. Cris asked that anyone interested in meeting/lunching with the visitors, should contact Jeff Newman.

5. **Meeting schedule:**
Sara distributed a tentative 2006 schedule, and we made changes to it as follows:
- *May 17 or 24:* the first assessment workshop. The 17th is Techknowfile, so Sara will ask Sheril if May 24 will work.
- *June 21*: business meeting. We removed time for the Teaching & Learning Group from this meeting, and confirmed that the spirit of the TLG would infuse the presentations/workshops.
- *July 19:* an assessment workshop – perhaps Elena/Sandra? Elena will check
- *Oct. 18:* Elena is on holiday this day, so the Gerstein assessment workshop won't be then.
- *Undecided*: date for Richard and Nalini's workshop.
Elena suggested presentations for an hour, then discussion for an hour. Elena, Sandra, Richard and Nalini will consult about dates for their assessment workshops and report back.

6. **STLHE conference**

Fran gave some conference background: a large, friendly conference on teaching and learning, with emphasis on innovation and student engagement. Sara circulated supporting documents: conference announcement; descriptions of sessions; description of our poster session, and list of tasks to be undertaken for our poster session. The people interested in working on the poster are: Sara, Marian, Nalini, Elena and Richard, and they will meet on May 15 10-12 -- Robarts Reference 4th floor meeting room. We need people to supply content, design the poster, be at the session to answer questions. WE will need to bring our own table and laptop. People available to be at the poster session: Sara, Sheril, Sandra, Cris, someone from Gerstein, and Nalini (tentatively). Marian is at CLA, but will contribute content. Nalini will send around a link for a site that gives good info about poster design. Please send rough content by May 10 to ilu-committee list .
Content ideas:
- Research papers from start to finish
- Evidence bases social work (OISE)
- TATP
- FIS info lit course
- Instruction at the reference desk (Elaine)
- OISE virtual library

6. **December ILU event speaker**
   - Marian suggested grants writing, and mentioned a good new Neal Schuman book on the topic. She said that Ryerson librarians often get good grants, and will ask Don Kinder for speaker recommendations.   U of T librarians who get good grants, such as Karen Turko may also be of interest.
   - Fran suggested a speaker on writing for publication. Sara suggested the social aspects of writing -- e.g. who gets published, and mentioned Lisa Sloniowski from York who is knowledgeable about this.
   - Given the above, we could do a full day of writing: grant writing & writing for publication! We all liked this idea.

Announcements
Sara announced the *Primary Sources Online* series of workshops, and circulated information.