

**Minutes of the Instruction in Library Use Committee – September 20, 2006**  
**4<sup>th</sup> Floor Conference Room, Robarts: 9:30–11:00pm**

**Present:** Alison Girling (Minutes, Victoria); Sheril Hook (UTM, Chair); Jenny Mendelsohn (Robarts); Suzanne Meyers Sawa (Music); Cris Sewerin (Engineering & Computer Science); Nalini Singh (FIS); Elaine Tamura (UTSC);  
Guest: Rita Vine (Gerstein)

**On leave/on sabbatical:** Margaret Fulford (Dentistry); Sara McDowell (Robarts); Jeff Newman (on leave, Robarts); Fran Sardone (UTSC)

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**1. Minutes of the Last Meeting**

The Minutes of the August 16, 2006 meeting were approved.

**2. Announcements**

**3. Business Arising**

Sara McDowell has made some changes to the “*Credit for Instructional Materials*” document. Discussion regarding mounting this document on the UTL Staff Intranet. It would involve creating a space for the ILU Committee to mount documents. (Reference Services Committee has mounted documents onto the UTL Intranet.) Elaine Tamura said that she would speak with Marc Lalonde about an ILU space and report back.

**Update**

- Sept 20 email message from Cris Sewerin regarding logging on to the Intranet -
- This morning we were talking about how to access the UTL staff intranet. I had said you need your UTORid and password. This is wrong - it is actually your barcode number (21761...) and PIN.

Here is the login page:

<https://link.library.utoronto.ca/library/staffweb/login.cfm>. The path to this login page is <http://www.library.utoronto.ca>--'General Information' tab--'Staff'--'Staff login'. ---

**4. Subcommittee on Online Learning with an interest in Instruction and Blackboard Implementation at U of T**

Rita Vine spoke to the Committee regarding the Blackboard Implementation Group at U of T. The Blackboard project is an initiative from the Uof T Provost's Office. There is a working group which meets regularly. It includes representatives from across the three campuses and includes designers, technologists, senior computing people, and academics. There are a myriad of interests and issues that the group is addressing. Rita is on this group representing U of T Libraries. Rochelle Mazar sits on the group as the UTM rep, and Linda Murphy Boyer (RCAT) is part of the Central Team. (See Portal site <http://www.utoronto.ca/blackboard.htm>)

Rita reported that the Blackboard project is an initiative with communication coming from the top of the University down. Faculty views of what are Blackboard Library issues generally focus on copyright, updating information and SFX authentication. Rita

Vine has joined the group to represent UTL – the issues and the role the Library might take on as part of the online learning environment.

There was some discussion of the newly formed Blackboard Library Strategy Working Group which Marian Press pulled together following the August ILU meeting. Sheril Hook expressed concern that as an ILU working group the focus should be specifically on library instruction. This group seems to have taken on a much wider mandate focusing IL as well as copyright, and e-reserves. Rita spoke to this and suggested that for now, the focus should be on getting a group up and running. She is looking for library input in many areas. Perhaps mini interest groups could be formed within the Blackboard Library Strategy group who would provide her with input that she could take back to the Committee much like the current Blackboard working group of instructional technologists and course builders who meet each week, on an informal drop in basis, and provide ideas for Avi Hyman to take to the Committee.

#### Library Issues for Blackboard project

- SFX authentication, limit of characters that can be input, this means that the long urls will need to be shortened through “tinyurl” to allow links to e-resources to be placed on the portal
- Copyright. Carol Moore is working with the University lawyers regarding uploading documents on Blackboard. Blackboard does constitute “classroom use.” If faculty ask about copyright refer them to the OTA (Office of Teaching Advancement) where the U of T policy has been posted. There is a link to this policy off the UTL home page – Faculty FAQs
- Access Copyright – Marian Press and Carla Hagstrom are trying to help faculty wishing to make links to e-resources. Going to Access Copyright is slow (6 weeks response time) and expensive, they have been approaching publishers directly, but this is likely a stop gap solution.
- Instruction librarians & role on Blackboard: would it be possible for librarians to get access to a faculty member’s Blackboard site on a “*course builder*” level without being given access to confidential information in the grade book? What level of access should librarians seek? What training would librarians need? Is it appropriate to take on a “course builder” role?
- Would it be possible to create a library template that instructors could use for their blackboard sites?
- Concern was raised regarding appropriate pedagogy for what the library builds into Blackboard

Rita Vine provided an overview of U of T’s vision of Blackboard . By September 2008 the majority of courses at U of T will have Blackboard presence. RCAT is developing training materials; Jeff Wychert works with A&S at St. George to provide training and support to A&S faculty; Elaine Tamura reported that UTSC is committed to being involved, although, it will be a slow roll out. Rochelle Mazar is involved with training and faculty support in the use of Blackboard at UTM.

There will be an initial meeting of the Blackboard -Library Working Group on September 29 at OISE.

- Other scheduled meetings:

Friday October 13, 2006 2 pm OISE Lab 2, 3<sup>rd</sup> floor

Friday October 27, 2006 2 pm OISE Lab 6, 3<sup>rd</sup> floor

Friday November 17, 2006 2 pm OISE Lab 6, 3<sup>rd</sup> floor

People interested in serving on this committee, please contact Rita Vine.

## **5. ILU Listserv**

At the April meeting it was decided that the ILU committee will use the RefInfo list to send messages to U of T librarians regarding ILU issues. It was found that only one person subscribes to the ILU list and does not subscribe to the RefInfo list. S/he will be approached and urged to switch over. We will send ILU minutes to the RefInfo list. The committee agreed that only members of ILU Committee will be on the ILU committee listserv. Sheril Hook will ask Carla to maintain the ILU Committee Listserv.

## **6. ILU Annual Report**

Sharon Dyas-Correia has asked Sheril Hook to submit the ILU annual report to Library Council by October 25, 2006.

## **7. Schedule**

Next ILU meeting is on October 16, 2006 in the Alice Moulton Room, Gerstein Library. Please note that the October meeting will be a business meeting. Elena Prigoda & Sandra Langland's will be asked whether or not they can present of **Outcomes Based Planning within a Medical Community** will be postponed to the November meeting. The business part of the November meeting will run from **9:30 – 10:00**. November 15 meeting will take place in Robarts Conference Room, 2<sup>nd</sup> floor.

## **8. Professional Development Event**

Alison Girling to follow up with Richard Carter regarding availability of Charbonel Lounge for Friday December 8 event. Jenny Mendelsohn to check with Marian Press regarding OISE Prof Claire Brett and whether she is interested in leading a workshop on the pedagogy of online instruction. Sheril Hook will speak with Deb Gilchrist regarding whether she would be available to come to U of T in the spring of 2007 for a workshop on assessment.

### **Update:**

-- Claire Brett has agreed to lead the workshop on Friday December 8, 2006. -

## **9. Other Business**

Alison Girling suggested that it might be useful for UTL librarians to share information on interesting library conferences. The group came up with a mini list but agreed that a message should be sent out on RefInfo to collect such a list.

Next meeting October 16, 2006 9:30 a.m. Alice Moulton Room, Gerstein Library