ITEM 1. The FYE (First Year Experience) department requests faculty participation at the campus student convocations that will be held on Friday, September 7. Faculty will be part of the procession and will wear their graduation regalia. The FYE department understands that this event is not a contractual event but it is a great opportunity to welcome our new incoming freshman students.

- Discussion: suggestion to use common book read (*Kite Runner*)
  - Suggest without regalia; Friday not good day, either
  - Good idea to develop camaraderie of incoming students

- No action

ITEM 2. Florida Libraries Member's Council Board of Directors (CCLA & FCLA) – Brian

- See Accelerated Timeline (as presented during meeting)
- Discussion: interim chair of CCLC
  - Speculation about location of new organization, funding
  - July 1 official governing board begins with two merged systems; changes over next year
  - Jane Hayes director of merged system
  - By 12/1/12 – permanent director hired; advertise around Sept.
  - Smooth transition in deciding between systems and implementation is expected

ITEM 3. General Education Assessment Committee - Helen Shub, Connie & David (observer, Jennifer Campbell)

- Discussion: Gen Ed. Learning outcomes (six), info lit. one
  - Random sample of classes, completed Gen. Ed. credits (or nearly completed)
  - Assessments included scenarios, real life problems – students write response as to how to answer scenario; proficiency Profile
  - Institutional: How students responded? How well students perform in SUS, etc.
- Focus of assessments
  - SAILS & home-grown questions useful; original SAILS implementation with kinks; questions of ambiguity forced changes in questions
  - Prep, EAP, Credit English voting on rubric today – to know results to first Comp. credit class
  - Analytical & Holistic Rubrics
  - Assessments envisioned for Library Cluster – once per year
  - Assess as part of Educational Support Services, include library, SLC, etc.
- Discussion: Strategies now being assessed in one-session assessment; concerns expressed about effectiveness of one-session assessment
• Discussion: All work interconnected with English, Speech, etc., but not being assessed this way
• Recommendation: Wait to see what happens today at English Clusterrr
• Discussion: Consider SAILS
  o Gen. Ed. Info. Lit. provide continuing information to cluster
  o Information Literacy Resource Guide (LibGuide)
  o Libraries Program Learning Outcomes 1-4
  o Library Information Literacy Mission Statement presented
• Discussion: Gen. Ed. Working on rubric for writing & oral communication; blended with QEP Committee
• Recommendation for Gen. Ed. assessment questions reviewed and recommendation by Library cluster Assessment Sub-Committee; cluster agreed; completed by Fall semester

ITEM 4. Report of the Library Instruction Assessment Sub-Committee - Rob

• Discussion: looked at questions now being used, whether relevant, and picked best, submit to random generator
  o refer to handouts with revised questions
  o committee decided to limit to outcomes 1-3 (keywords/search strategies, format, basic tools) and drop 4 (plagiarism)
  o committee will continue to review questions, also for intermediate and advanced levels
• Recommendation: reviewing SAILS to coordinate with Strategies questions
• Recommendation: set of questions sent to each faculty in Strategies in order to assess classes
• Recommendation: using Strategies beginning assessments as “pre-test” and follow up with faculty assessment at intermediate and advanced
• Recommendation: SAILS and TRAILS (Kent State) as benchmark for higher-level assessments
• Action: RK give update at end of Spring semester; questions at intermediate and advanced levels to RK

ITEM 5. Creation of a LibGuide with announcements of professional activities for librarians-Estaline

• Action: presenting LibGuide for all library faculty to use for professional organizations, online/vendor training, professional conference announcements, lessons learned (http://palmbeastate.libguides.com/content.php?pid=317564&sid=2599059)

ITEM 6. Changes to the Library Instruction Request Form – Doug

• Action: Comments to Doug by April 15, he will compile and send back, so can begin a trial run by Summer 2012. Document found at http://lgdata.s3-website-us-east-1.amazonaws.com/docs/332/428733/Faculty_Library_Instruction_Request_Form_rev_2012_03_21.docx
ITEM 7. Ask-A-Librarian- Rob

- Action: Marketing tools available; each help self

ITEM 8. Information Literacy Program – Mission Statement- Connie

- Action: Decide by cluster about information literacy mission; comments & updates sent to CT by end of Spring semester 2014

ITEM 8. Miscellaneous Announcements

- CCLA Region 5 Meeting, May 15, 2012, PBSC/LW
- Welcome to Angela at Belle Glade
- Agenda items for next meeting: guidelines for LibGuides