Learning Resources Advisory Committee Minutes

November 29, 2017
3:00pm

Lakeland Location: LTB 1295  Winter Haven Location: WLR 305
Meeting Facilitators: Christina Fullerton & Courtlann Thomas

I. Roll Call
Beth Pendry, Courtlann Thomas, Sally Fitzgerald, LaTrice Moore, Gwyndolyn Phillips, Kristen Jernigan, Michael Derry, Gerry Hubbs, Christina Fullerton, Victor Cosculluela, April Robinson, Kayla Wyman

II. Student Printers – Update
IT is still working on the printer issue. Right now, the only way students can print in Lakeland and Winter Haven is via USB. Aaron from IT has been extremely helpful in trying to find a resolution. He has been in constant contact with Boring and EFI. Aaron did notice an update pushed out by EFI that was optional and was going to test the update in the Winter Haven Library to see if that would fix the issue. Please remind the students that if they need to print at this time to please bring a USB. If they do not have one, there are several they can borrow from the front desks in the libraries & TLCCs. Also, if you see faculty on campus please pass around the word that we are having these issues in the LR departments. We are accommodating the students in any way we can.

Update 12/5: The printers have been fixed and a flash drive is no longer necessary for students to print.

III. Lakeland Remodel
The Lakeland library is expanding their information literacy lab. There are only 18 computers in the lab at this time and normally classes have more than 18 students. The remodel will expand the information literacy lab from 18 desktop computers to 24. There will also be tables added that can accommodate up to 6 laptops. The remodel is scheduled to begin on Saturday December 8th. The crew will be working on the weekends up until the college closes and it is expected to be completed during the first week of January so there shouldn’t be any interruption in service.

IV. Online Tutoring Pilot – Update
The TLCCs online tutoring pilot with Polk State tutors will begin this spring. There is one instructor on each campus that will be assisting with the pilot (Rebecka Sare in WH & Judy Ryan in LK). Within Canvas, there will be a class setup for each instructor. The student will join the tutoring class and will then have the ability to submit a paper. Polk State tutors will log into Canvas, mark- up the paper, and make comments (turnaround time is approx. 48-72 hours). For the pilot, the tutors will have 10hrs/week for each campus. Hours are subject to change depending on the workload. The TLCCs are trying to create a more personal connection with the students. Polk tutors will know assignments from term to term and the students can visit the tutor that has critiqued their paper by visiting the TLCC.
The college is currently using Smarthinking for online tutoring. Smarthinking is very expensive. It costs the college $45 per submission and unfortunately some students accidently re-submit papers thinking they hadn’t sent it yet or if they haven’t received a response before the 48 turnaround time was up. Smarthinking also has tutors that have higher degrees so the feedback terminology isn’t always understood by Polk students.

Update 12/6: We were informed by Nathan Neuman that Smarthinking is metered by the minute. There is not a flat fee of $45 per submission.

V. Procedure 4004

Donald Painter has assembled a committee consisting of AV Services, Instructional Technology, Academic Affairs and the library to update Procedure 4004, which is about copyright laws. The current procedure that the college has is pretty basic. It references the current legal issues that are out there and that is pretty much it. The libraries, AV services, and IT continue to have faculty that ask questions about copyright laws (what can be digitized, how many copies can be made of certain publications, can it be upload it to PAL/Canvas, etc.) and the response has always been- please refer to the current laws/procedure 4004 but that is not really helpful. The committee is trying to decide the best way assist students, faculty, and staff with copyright questions and will be updating Procedure 4004.

VI. Winter Haven’s SLIC room – Update

Right now, students do not have a place or equipment available on campus to produce video/audio projects for classes. The SLIC (Student Learning Innovation Center) room in the Winter Haven library will have 2 MACs, iPads, padcasters, lighting, and audio equipment available for student use. The library is hopeful the room will be open for use before the spring term ends. The library will be putting a process in place on how to track what equipment is getting used, how often the room is getting used and how to “check out” items. If all goes well Lakeland hopes to have their own SLIC room in the future.

VII. Buzz & Fly through Finals Activities

Each year during finals time the libraries/TLCCs like to provide the students with stress free activities and goodies. This year Winter Haven’s theme will be Buzz Week and will provide coffee, candy, and dot to dot/coloring activities. Lakeland’s theme will be Fly through Finals and will having therapy dogs come into the library and TLCC a couple days during finals week. Lakeland partnered with SGA this year and contacted the SPCA. Students will be able to come into the library and create pet toys for the SPCA during finals week.

The TLCCs will be open extended hours during finals. A message will be posted within PAL to notify students.