

UH LILC Meeting Notes
December 18, 2003
Videoconference

Present: Thora Abarca, Xin Li, Gail Urago, Diane Nahl, Gregg Geary, Ellen Okuma (note-taker)

Selecting a Note-taker

Ellen agreed to be the note-taker.

Meeting Convened

Thora convened the meeting at 9:10. Since it was determined that we did not have enough members to constitute a quorum (we weren't sure what the number should be but we knew there were too few of us present), we decided to meet anyway but not take action on approving the minutes from prior meetings, etc. Further action needed: be sure to RSVP if we can attend each meeting or not. Determine the number needed for quorum.

Approval of October and November Meeting Minutes

Postponed due to lack of quorum present for approval. Further action needed: approval of minutes for October, November and notes from December (these are unofficial minutes because no quorum but notes could be approved in the future).

Report from UH Library Council

Thora reported on behalf of David Coleman. Because the Library Council did not meet at the annual HLA conference, there has been no meeting, and therefore nothing to report, since our last meeting. Further action needed: regular reports from David or Laurel as representatives from/to Library Council.

Information Literacy Question Table and Future of Project

We should continue to use ACRL standards to map questions as we gather them. This will be a useful databank to have on our web page when it becomes available. Xin's questions will be incorporated; Laurel is mapping Standard 5 indicators and will turn them in later. Thora will add new questions as they come in from committee members and re-issue the grid. Further action needed: Thora to continue to synthesize questions, performance indicators and outcomes measures into question databank grid and re-issue to the Committee; eventually post to web site.

Information Literacy Web Page

Diane will see if the UHLILC can have a URL and web space and a URL on which to post the question databank, the IL definition we approved in September and other information (tutorials, etc.) as it becomes available. She met with Valerie Perrett (UHM) who said that Australia National University implemented a top-down initiative for undergrad and graduate students that requires a combination of information technology and information literacy competencies. Her job at UHM is to provide outreach to faculty for IL and ENG 100 is targeted first. Although our Jan. meeting agenda hasn't been set yet, Diane invited Valerie to attend so she can share relevant work with us and collaborate with the Committee on projects that can be used throughout the UH system. She plans to work with faculty, along the lines of what our Committee is planning to do, to develop model syllabi that can be used. Further action needed: Diane to find out when, where, how a system-wide web site can be set up.

Discussion continued on related initiatives at the various campuses, the results of which would be useful if posted on the web page:

- Thora said UHH is also looking at developing "master syllabi" to help instructional faculty standardize their curriculum, especially focusing on assessment, partially in response to WASC accreditation and partially to help ensure that teaching and learning are in sync and that student learning is being measured. These templates or "master syllabi" could also be put on our forthcoming web page. Diane said that ICS at UHM provides faculty with something similar (syllabus template). Further action needed: eventual posting on our web site of master syllabi/syllabus template.
- Gail shared that February is the deadline that LCC writing faculty have set to have worked on and developed student learning outcomes (SLO's; Gail sent 2 different e-mails to the Committee on Dec. 17 with the SLO's as attachments). Diane has looked over Gail's attachments and found them very useful because relevant campus and UH system documents were cited as well as the ACRL standards for IL. It was discussed and decided that each Committee member should try to contact their respective writing faculty members to see if SLO's are available for ENG 100 and if so, to have them for our January meeting. Gail offered to let us use her LCC model so that each of us can approach the writing faculty at our campuses with some ideas to generate discussion. Further action needed: each Committee member to contact respective ENG 100 faculty liaison to gather SLO's, if available, for January

meeting; use Gail's LCC SLO's attachment (Dec. 17), if interested. Diane will share Gail's SLO's with Valerie Perrett.

- Ellen mentioned that the former Excellence in Ed conference for UHCC's, which was held annually in March, will be replaced by a non-instructional day (tentatively Friday, March 5) for the UHCC's and HawCC plans to have an all-day workshop on assessment. It is hoped that Diane will be asked to participate as a presenter for HawCC on that day. Further action needed: Ellen to see if HawCC planning committee will contact Diane.
- Xin shared report summary, dated April 2003, for a test that was given at the beginning of Spring 2003 to HonCC ENG 100 students by Linda Soma, Principal Investigator, to fulfill requirements of internal assessment grant. Fifteen sections of ENG 100 with 20 students per section were given test; 233 respondents. Further action needed: Xin to see if Linda will provide questions and summary via e-mail to share with Committee (Xin subsequently sent out final).
- To arrive at SLO's for LCC, Gail checked several UHCC catalogs for course descriptions of ENG 100 and found them very different. Discussion followed about ENG 100 courses sometimes focus only on "process writing" and not "research writing" so it makes attempts by librarians to introduce information literacy harder to achieve buy-in by faculty at some of the campuses. Although ENG 100 courses should be articulating across the UH system, there is still concern that "research writing" or "writing from sources" is not being taught. There is also some concern because ENG 100 is often the writing prerequisite to content courses 100 and above levels. If "writing from sources" or "research writing" is not taught in ENG 100, where is the next logical place for it? Discussion continued about the emphasis on assessment that will probably mean the "writing process" focus will be lessened and more emphasis placed on "research writing." The UH instruction librarians can be at the forefront of assessment discussions with instructional faculty because of the work some of our libraries are doing with workbooks, etc. in ENG 100. Gregg mentioned an alternative to the research paper—"project-based assignments"—that still meets IL standards. He is willing to track down a clear definition of it in notes from workshop he attended of Vi Harada. High schools are doing exciting and alternative modes assessment that could be adapted to college learning environments. For example, Gregg utilizes a display requirement, in the library, for students to show what information they've gathered to research a music topic. Students are required to cite sources and to have a variety of them—e.g., periodicals, reference books, web sites, etc.—for their topic and display. The idea of an audience encourages students to focus on quality because others besides only the professor or classmates will be critiquing the product. Gregg agreed to share digital photos of a couple of exhibits with our Committee. Diane shared that she asks students to write their papers for an audience that goes beyond just the teacher; write for other students, for example. Further action needed: Gregg to share a definition of "project-based assignments" that can be used for future web page. Gregg to send digital photos of his displays (Gregg subsequently sent digital photos; contact him for more info).
- Gregg is finishing chapter, "Creating Information Literacy..." for new book to be published; congratulations Gregg! Further action needed: Gregg to supply title—thanks!

TILT (url: <http://tilt.lib.utsystem.edu/>) and LOBO (<http://www.lib.ncsu.edu/lobo2/>)

- Ellen reported that, at the Nov. meeting of the Committee in Hilo, TILT and LOBO tutorials were both visited. It was decided then to investigate getting the free, YourTILT software, and make it available to all of the UH system libraries to use as a generic tutorial by any student. It is based on the ACRL IL standards our Committee is following. It could be adapted to our library system's needs (e.g., Voyager and EBSCOHost) and linked from a library's home page and on the web site the Committee will have. Diane said Richard Miles, a former ICS student now in the LIS program, may be available to do the necessary programming needed to modify YourTILT for UH libraries. It was suggested that Fall 2004 be target date to have part or all of YourTILT available to UH libraries. Gail and Gregg both suggested looking into the EBSCOHost's basic tutorials to see if they could be integrated into YourTILT; Ruth Marie Quirk may have more information. Further action needed: Thora and Ellen already signed up for YourTILT but labor and knowledge needed to work with it; Diane to check on Richard Miles' availability. Gail to check on EBSCOHost tutorials and provide us with URL's.
- At the Committee's November meeting, LOBO was demonstrated and the idea of having the tutorial produce a customized worksheet for a student's topic was very appealing since it is a better way of assessing student learning and it is based on ACRL IL standards. Ellen contacted the North Carolina Univ. LOBO Web team leader, Megan Oakleaf, who has been very helpful but not sure that LOBO can be packaged for the UH system libraries to use. LOBO is tied into NCU's ENG 100 equivalent so would be ideal for us since we are targeting ENG 100 for IL standards and assessment. Megan may be interested in coming to Hawaii to do a presentation for the Committee. Further action needed: Ellen will follow-up with Megan to see if she is interested in doing a presentation for us and to see if we can get the LOBO software to adapt to our needs, specifically for ENG 100.
- Gail said EBSCOHost tutorials are also readily available. Further action needed: Gail to provide URL's (Gail subsequently sent e-mail with URL: <http://support.epnet.com/CustSupport/Customer/Search.aspx> and note: "You can also get to this spot by clicking on 'EBSCOhost Support' on the screen with 'Complete Collection of EBSCOhost databases.'")

WebCT

Kevin was attending ISL meeting so could not be present at this meeting to report. It was decided however, that a web site would mean the sharing of information with people other than the Committee members would be more effective. Further action needed: decide what to do about WebCT information posted and use of WebCT.

Schedule for Spring Meetings

Technical difficulties caused Manoa and Hilo sites to be disconnected several times so it was decided to share schedule of Spring meetings via e-mail.

Agenda for January 21 Meeting at SLIS, UH Manoa

Ellen suggested that, although we don't want to have lots of restrictions due to parliamentary procedures, etc., we should decide what number constitutes a quorum so that business can continue to be conducted even with a small group showing up. Otherwise, it is a waste of peoples' time if some make arrangements to attend meetings but due to absences and lack of a quorum, no actions can be taken. We therefore suggested that a quorum be discussed via e-mail and at the next meeting so that minutes can be approved. In the meantime while the minutes from May (Laurel to provide), September, November and December are unofficial, it was suggested that Thora, on behalf of the Committee, provide the Library Council with a status report of actions taken by our Committee, with a cc:to the Committee. We still need to find out what our reporting status is: do we report to the Library Council; do we need to get official permission to obtain TILT, LOBO, the web site, etc.? Further action needed: Laurel to provide May minutes; Thora to prepare status report to be given to Library Council and cc:the Committee; January agenda to include: discussion of quorum (to begin via e-mail); clarify the official list of UHLILC members (to help determine quorum), and the procedure for reporting to the UH Library Council and requesting support for our projects; share SLO's from each of the campuses; approval of May, October, November and December minutes; working session on question databank; and other items after Thora issues call for agenda items.

Due to technical difficulties, meeting was adjourned at 11:45 a.m.

Minutes approved at the January 21, 2004 meeting.