UNIVERSITY OF HAWAII LIBRARIES INFORMATION LITERACY MEETING
Meeting of 2/12/07

Present: (in person) Hensley (recorder), Li, Nahl, Peterson, Roddy, Severns, Wang; (remote) Au, McKenna.

I. Approval of Minutes from 1/5/07 Meeting—approved.

II. Open Issues
   Update on LILO—2150 users and 1300 projects this semester.
   Finalize the Attendee List—still in process. Needs to be done ASAP.

III. New Business

   Details for the Workshop on 5/16/07—Nahl reviewed draft meeting agenda. Overview primarily driven by presentation made at LOEX of the West. Jue will do welcome. Attendees will hear about rubrics at Overview and panel will discuss what they currently do for assessment. Breakout A is where participants will discuss what they currently do for assessment. Reviewed Dawn provided document for workshop outcomes.

   Grant—Peterson leading effort to get grant funds (approximately $500.00); drafts proposal. Seeking to get money and turn over organizing of refreshments, etc., to Windward Community College cafeteria organizer to implement. Wo Learning Champions is possible grant source. Mochida offered to provide funds. Consider cap of fifty attendees. Wang will follow-up with Peterson and Mochida.

   Set up—Severs will organize workshops support materials(flipcharts, etc.) Need nametags. Table tents. Need signup sheet. Committee should be onsite by 8am on day of workshop. Hensley brings fifty LILO promotion cards

   Refreshments—
   Sign-in—
   Package for Attendees—copies of rubric should be distributed prior to workshop. One member of committee in each group. Librarians who attend are integrated into faculty groups as well. Groups will be organized with names and list of activities organized in advance. Have materials posted on LILO website and paper copies onsite. Provide sets of LILO answers, fifty for each LILO prompt with module names as headers at the workshop, not ahead of time. Rubrics must be aligned with answers. Identify one article about online information literacy and teaching writing(Hensley will identify). Provide all the LILO questions by module because attendees will only be dealing with a portion of the questions during the breakout sessions. Handout of overview powerpoint presentation. Decided to have all the elements of the attendee packets by March meeting and then decide order and distribution approach.
Breakout Session A—groups of six attendees. Groups pre-determined from rsvp’s. Groups will be the same for both breakout sessions. List of recommendations for each of the questions (how to use LILO in a course, how to integrate LILO into course content pedagogically, how to assess student learning after using LILO). Provide LOBO document that provided recommendations about how to integrate into courses. Examine ways to insure assessment is understood well and made implementable.

Breakout Session B—same groups as Breakout A. Roddy produces data packet.

Evaluation Form—review evaluation used at last workshop. Will be reviewed in March.

Clean up—committee will be responsible.

Next Meeting: March 12, 2007

10am – 3pm. UHM Yap Conference Room

Randy Hensley, recorder