User Assessment Group
December 12, 2006
Minutes

Present: Pamela Bagley, Patricia B. Fisken, Laura K. Graveline, Lucinda M. Hall, Janifer T. Holt (recorder), Mary M. LaMarca, Ann Perbohner

Absent: Donald A. Fitzpatrick

AGENDA:

1. Minutes from November 14 minutes were approved with revisions.

2. Announcements: (Pat)
   * Janifer has been appointed to the Library Assessment Committee. She will be the liaison for UAG on the committee.

3. Email feedback November 14 – December 12: (Janifer)
   * Discussion concerning off campus access to the Library web-site and library resources. Mary suggested we contact the Library Marketing Committee about creating informational posters for off campus access.

4. Committee structures questionnaire for UAG ("Guidelines for Committee Chairs"): (Pat)
   * Reviewed and discussed the document, "Guidelines for Committee Chairs."

5. Testing projects updates: (Pat)
   * Serials Solutions/Article Linker (Pamela/Taxman) – reviewed and discussed the Citation Finder; Ann and Janifer will work with Pamela on testing with faculty and students.
   * EAD Finding Aids (Laura/Carini) – the design of the Search Index is in progress; a prototype may be available to test in January, 2007.
   * Search 360 (Janifer/Barbara D.) – no report
   * Web Redesign (Ann/LaMarca) – no report

6. Requesting Assessment Guidelines document: (Laura)
   * Review and discussion of the document, “Process for Requesting Library Assessment.” The document was approved with revisions.

7. Other: Next meeting is January 9, 2007.