

**FSU Academic Senate**  
**Library/Historical/Archives Committee**  
**Final Report 2008-2009**

Committee member and previous chair Robert Krueger called the first meeting of the year to order October 14, 2008. The committee postponed the election of a new chairperson and secretary until the November meeting at which time Brian Brady (Assistant Professor of Mechanical Engineering Technology) was chosen to fill the position being vacated by Kathleen Harlan. The newly elected secretary was Kathleen Harlan, RDH, MS (Assistant Professor of Dental Hygiene). The committee addressed new business as well as old for the 2008-2009 academic year.

New members Marlene Braunius (Education), Christopher Richmond (Counseling Center), and Andrew Suhy (Business) were welcomed to the committee this year.

The committee prepared and presented a resolution to out-going Dean Cochran to commend him on his service to Ferris and the community and wish him well in his future endeavors.

The committee requested that a member of the LHAC be seated on the search committee for the new Dean of FLITE. Brian Brady volunteered for this position and was placed on the committee. As of the time of this report, application materials for fourteen candidates have been received, yet interviews have not yet started. LHAC members have volunteered their services to assist in the search process as much as possible, including meeting with candidates and conducting tours in their respective areas.

The committee continued to follow the progress of the improvements being made to the university archives in the Alumni Building. The March meeting was convened in the newly renovated archives area after its completion in February. The committee is pleased to see this project completed.

The LHAC met with interim VPAA Dr. Burcham to discuss the relocation of OMSS to the FLITE extended hours area. Members expressed their concern regarding changes being made to FLITE policies and use without input from the LHAC. Dr. Burcham assured the committee that they will be included in the future before policy changes are made final. The committee reviewed the plan for the relocation and approves of the use of FLITE on a temporary basis until Rankin Center can be renovated and OMSS has a permanent home. OMSS is expected to make its initial move into FLITE in April with final construction to be completed at a later date.

Interim Dean of FLITE, Ms. Leah Monger, reported that all open librarian positions were filled and the library is now fully staffed, short of a new dean. The new personnel are Stacy Anderson, Mari Kermit-Canfield, and Emily Mitchell. It was also reported that FLITE 114 is now an operational “smart” instructional studio that is open for classes.

Ms. Monger presented a draft of FLITE's strategic plan for review by the committee that was unanimously supported. The report included the following topics:

- Assessing measurable information literacy achievement in FLITE's Information Literacy sessions by using a pre- and post-test model
- Repeating the LibQual Survey in spring 2010 to assess user perceptions of the quality of library services, facilities, and resources
- Working with the History program through the university curriculum process to convert the two student assistant positions in Special Collections to internships
- Ensuring backup of electronic files (archives, audio, video, graphics, multimedia) to support faculty in web-based instruction activities
- Providing faculty members with timely turn-around on digital recordings of lectures for use in FerrisConnect
- Developing a long-term plan for distributing media to classes
- Working with OMSS staff to ensure a smooth transition to FLITE
- Promoting FLITE resources to all instructors in all locations (beyond Big Rapids, including online)
- Promoting Ferris history during the 125th anniversary of the university
- Promoting FLITE diversity resources through marketing and displays
- Developing a business continuity/disaster plan for FLITE and the University Archives and Records Management Program housed in Alumni
- Upgrading technology in FLITE seminar rooms and instruction studios (8 rooms total)
- Enhancing outreach to internal and external communities through the new reading room for University Archives
- Developing a mentoring program to orient and initiate new FLITE faculty and administrators to Ferris
- Developing a more efficient means of managing FLITE's electronic resources since an increasing percentage of library resources are online and electronic resources better support off-campus constituents
- Development of a mentoring program for new library faculty and administration to aid retention
- Investigating less paper-intensive and more time efficient means of tracking leave requests

The LHAC had no student involvement this year. The members of the committee would be very pleased to see one or more student members involved in the future.

Thanks are extended to all the committee members for their participation, valuable input, and commitment. The committee also extends their gratitude to Interim Dean Leah Monger and Melinda Isler for their valued insight and expertise which allowed this committee to be productive this year.

Respectfully submitted on behalf of the Committee,

Brian Brady  
Chairperson