**To: Executive Committee of Academic Senate**

**From: Academic Information Services Advisory Committee (AISAC)**

**Date: 14 April 2014**

**Re: 2013-2014 Annual Report to the Academic Senate**

AISAC heard reports about Digital Commons, gave feedback to the Olson Library’s Collection Development Librarian, and discussed the policies about adjuncts and laptops.

Digital Commons

Kevin McDonough, the new project manager of Digital Commons, made a presentation to the committee, showing us all how to set up our ScholarWorks pages.

Adjuncts and Laptops

The same questions about adjuncts and laptops were raised this year as last year, but a new dean was able to hear them. The answers are essentially the same (if an adjunct is not covered by a contract, the adjunct is no longer or not yet an employee).

NBC Learn

Douglas Black, the Olson Library’s Collection Development Librarian, did a presentation about the product NBC Learn, which would provide current events information, primarily by short video. He created a survey that committee members could use to give feedback about the product.

Meeting Schedule

AISAC meets approximately once a month, usually for one hour. However, this year we really did not have the agenda items to require meetings. However, we met three times. Our last meeting was January 29, 2014.

*Respectfully submitted,*

Mary P. (Mollie) Freier, Chair   
Members: Marsha Lucas, Bao Q. Truong, Nancy Maas, Judith Puncochar, Matthew Frank, Vic Holliday, Rebecca Ulland, Robert Belton, and Leslie Warren (*ex officio*)