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| Call to order | @12:01 |
| Welcome to AISAC | Matthew Frank |
| Approval of Meeting Minutes from 4/6/2016 and 9/7/2016  | * Review of meeting minutes from 4/6/2016 and 9/7/2016
	+ Discussion of committee regarding if the meeting minutes are posted to a website. Need to have DRUPAL training to put on the share site. There was an understanding to be able to send to Andrea Jordan to place on the share site. R. Belton will forward these two sets of minutes to A. Jordan.
* Motion to accept both sent of minutes from April 2016 and September 2016 by Steve Hughes /Mary Stunkard. Motion approved.
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| Strategic Planning for CTL | * Matt Smock presented on the focus groups coming up on October 14, 2016.
	+ The department would like to find out what they are doing well, what they can improve on and what services do we have needs for in the future.
	+ Two focus groups (9-11, 12-230-lunch included) LRC 311, need to have more faculty input.
	+ Main focus would be the teaching and learning approach and how they can improve services.
* Discussion of the committee regarding how AISAC can assist in getting a better return for the CTL Strategic Planning.
	+ Suggestion for additional message to be sent out to the faculty to gain insight.
	+ \*Of note, when the library did their strategic planning it was approached based on when faculty could attend.
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| NMU Center for Teaching and Learning (CTL) News | * Matt Smock discussed a new launch for the CTL with a new Facebook page and they are looking for support from faculty.
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| Call for future actions: Cuts from AIS | * Librarians are working on what will be cut based on the renewals as they come in.
* Evaluate whether a print resource versus an electronic source. Krista Clumpner does allocation.
	+ Allocations need to be readjusted, there are some departments that have very small budgets versus others departments that may
	+ Serials (anything with an ongoing costs) can be an issue regarding the amount of funds that they take up. The costs of the serials can replete the money for books (monographs) in the library. We have the new collection that has numerous e-books (Academic Complete), but it is associated with a yearly fee.
	+ Looking to balance purchase versus medium (Krista Clumpner), which would be a good place for our group to explore as she gets a hold on the new task.
* Discussion of committee regarding faculty’s ability to donate print materials, will be evaluated and then determined to see if it will be placed in the collection, there is a form for this. There is a contract through World Books for materials that are removed from our collection and then they provide some portion from the sales of the retired books back to NMU.
* Dean Warren will provide the final evaluation piece from the Strategic Planning-plan to have on agenda for next month.
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| Announcements: Good News for AIS | * Upon approval of the budget, the AIS department was able to get $42,000 towards acquisition.
	+ There will still need to be some cuts, but it will definitely help the department.
	+ There is a standing request each year to the board for increase in acquisitions.
	+ NMU is still behind peers (per student and IPADs data) and does not allow AIS to keep up with inflation (this data is in the evaluation document from the strategic planning coming from Dean Warren).
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| Announcements: Beaumier Heritage Center | * New exhibit is impressive. Highlights the ghost towns of the Upper Peninsula.
	+ Construction students provided the frames for the photos.
	+ Drone was used to create photos of each ghost town.
	+ The exhibit should be up until January 7, then it will be changed to the World War I exhibit. Looking to have the next meeting at the Beaumier Heritage Center.
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| Announcements: Campus Connect | * Dean Warren reported that the library is off the capital outlet for a renovation.
	+ Facility Management has potentially marked $500,000 for renovations.
	+ Last update was 2 years ago and they expanded hours to accommodate the students need.
	+ Library Design Specialist getting hired to allow for a facelift to the library
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| Announcements: Community Borrow Program | * The program through AIS is up and running to allow community members to borrow from NMU.
	+ Community members can get a library card for $25.
	+ They are able to check out materials, need to be at least 14 years old to rent.
	+ Fee is waived for those that are ages 14-18, card will only be distributed with an adult signature.
	+ Waiver of fees for UP teachers (they must be employed in the UP) to allow them to borrow materials.
		- One of the collections that they have is the Holocaust collection (secondary resources-6,000 to 7,000 items), recent initiation of coverage of Holocaust at the high school level. Hoping the card will promote the high school students use. Suggestion to put in the Northwind and recently covered by WLUC-TV6 during Homecoming. Dean Warren would like to do a special media spot for this opportunity.
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| Announcements: Circulation desk | * One of the positions at the circulation desk has been changed to include 50% of responsibility for outreach.
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| Good of the Order | Nothing at this time |
| Adjournment | @12:53 |