

Library Advisory Committee Meeting  
April 25, 2006

**Members present:** Sara Marks, Susan Williams, Randy Howe, Merrily Evdokimoff, Shawn McQuirk, and Robert Foley.

Meeting called to order by R. Foley at 3:35.

1. Faculty Publications
  - a. Set up of Faculty Publications Web Page: Committee recommended that the web page should be set up to search by Author or by Subject area. In addition, hyperlinks to full text articles be included if available. Also recommended including link to faculty profiles.
  - b. Guidelines for Faculty Publications: will include hard copies of documents in the file where they are available. Approved guidelines as written.
2. Library Budget:
  - a. No news yet on AY 06-07 budget.
  - b. 3 desks and software to do collection analysis were funded for this year. The desks will accommodate the new librarians and the software will assist library staff in evaluating our collection to comparable educational institutions for accreditation purposes.
3. Technology Update
  - a. Plagiarism Software: Cost approximately \$3000-4000. Issues regarding use, student privacy were discussed. The Committee agreed to the following recommendation been sent to the Dean of Academic and Student Life, Stan Bucholc.
  - b. Recommendation: "The Library Advisory Committee recommends that there be a clarification of the plagiarism policy at Fitchburg State College and continued discussion to develop a comprehensive academic integrity policy and provision of appropriate tools for faculty."
  - c. A sample letter used by the Social Science Department to address plagiarism was shared with the committee. (See Attached)
4. It was suggested the library staff investigate and analyze the various video collections located throughout the various academic departments.

Meeting adjourned at 4:30.

Submitted by Merrily Evdokimoff

