1. Library Director’s Welcome and Member Introductions: Laura C. Wood, Director, Tisch Library

Laura Wood welcomed the new student rep members of the Library Committee and asked everyone to introduce themselves.

2. Tisch Library Website: Thom Cox, Manager of IT Services, Tisch Library

Thom Cox reviewed the Tisch Library website as it is now and presented a list of goals, as outlined below, which will guide the new design and development process:

- show users which resources are available and how to get to them easily;
- provide immediate access to the human resources of the library, beyond names and titles;
- offer access to the library’s treasures, including rare books and special collections;
- promote the library as an intellectual center of campus.

The new site will be developed using Drupal, which will allow for agility and flexibility, continuous growth and improvement, staff’s ability to publish, decentralized maintenance, and one-to-many publishing.

Thom requested faculty members’ early and frequent input into the design process in order to help inform development decisions. Several committee members recommended that Thom and/or a member of his team give a presentation during department and AS&E meetings. These presentations would provide an avenue for inviting a wide variety of faculty members and library liaisons to contribute feedback about design features and prototypes. TCU Senate and GSC reps will be involved actively in the design process and usability testing as well.

Members reported that some of the features they would like to have added include the ability of faculty to add databases that they think are important, customization of the front end, and inclusion of lists of books users have read and notes about them. Current issues with linkage from Google Books to the Tisch catalog and other search feature problems were mentioned. Thom responded that some of these difficulties are out of our control and cannot be resolved by us.

Committee members also suggested that, prior to the new site launch, a beta site accessed via a link from the current website be made available. The beta site could include a link to a SurveyMonkey survey for immediate feedback. This option, too, would allow for advertising the site to the Tufts community in advance of its release. Lastly, a member suggested making a two-minute YouTube video showing new features of the new site with tips for their most effective use.

3. NEASC: Laura Walters, Associate Director for Teaching and Research, Tisch Library

Laura Walters briefly described the re-accreditation process as it relates to the library, which is Standard 7. The library report deadline for the larger Tufts re-accreditation group is January 2012. The site visit will occur in 2013.

Referring to the NEASC discussion document, Laura asked the group for their comments. The NEASC standards address IT and library concerns together, which the following discussion reflects. Committee members agreed that the library proactively provides opportunity and clear avenues for users to submit feedback regarding their needs as well as questions and concerns. On a university-wide level, technology; poor IT support for classroom instruction; confusion about the various IT units (IT,
4. **Showcase: Citation Tools:** Karen Vagts, Engineering/Mathematics/Business Research and Instruction Librarian, Tisch Library  

Karen, who is also the coordinator for programming of citation tools, gave a brief demonstration about them. She explained that citation tools have become a fundamental part of the research tool kit. Their purpose is to collect references, track research, generate bibliographies, and embed footnotes, endnotes, and in line citations. RefWorks, which is one of the more popular and regularly used tools, is a subscription database that lives in The Cloud. RefWorks grabs citations out of databases and the catalog. It can be used to edit references and add notes, keywords, and tags as well as to search for different groups and organize work. RefWorks can be utilized as a discovery tool for viewing related references and as a central point to find related content. It has capacity for sharing contents of folders with others for their review and comment. Furthermore, bibliographies can be exported from RefWorks and Endnote into Trunk, and will hyperlink to full text when available. A bibliography can be created in a variety of styles, but it will need to be edited if the citation styles are faulty. Styles can be cloned or modified, and citations can be embedded in Word documents. Karen emphasized that instructors of entry level courses want students to learn the reason for and the manner in which to write citations before they become reliant upon tools. RefWorks and EndNote classes are offered on a regular basis to teach students about these tools as well as to help them embed the citation tools into their research projects. A ULC SST Committee has been formed to develop policies and strategies for citation tools and hopes to conduct a survey of users of these tools in the coming year. Please contact either Karen Vagts – karen.vagts@tufts.edu or x72095 – or your subject librarian with any questions you may have.

5. **Director’s Report:** Laura Wood, Director, Tisch Library  

Laura highlighted Tisch Library’s new Undergraduate Research Award and asked faculty committee members to encourage their colleagues to recommend that their eligible students apply. Laura also mentioned the SOE’s ABET accreditation visit this week, including the successful meeting that she and Karen Vagts had with the team members on Monday. See [Director’s Report](#).  

The meeting was adjourned at 1:25 PM. The next Library Committee Meeting will be the joint meeting with the Information Technology Committee on 22 February 2012 from noon – 1:20 PM in the Austin Conference Room.