

4-21-2011

Public Services Working Group Minutes for April 21, 2011

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Public Services Working Group Minutes

April 21, 2011

Conference Call

Members attending: Susan Tulis (chair, SIC); Sean McCarthy (IIA); Matthew Rutherford (NBY); Michele Ukleja, (WRH); Sue Franzen (ICC)

Members absent: Lisa Janicke Hinchliffe (UIU); Jane Currie (LUC); Bruce Stoffel (ISU); April Levy (COL)

Staff attending: Elizabeth Clarage and Jennifer Masciadrelli

Sean McCarthy agreed to take minutes

Minutes from the March 17, 2011 meeting were approved.

WIU Open House

To date, 35 people have registered, including 10 from WIU. Registration has recently been opened up to institutions wishing to have more than 5 people attend.

Elizabeth stated most everything is in place for the open house and that she will be able to attend. She plans on arriving 4/28 and bringing badges. Susan mentioned she will be able to help Elizabeth, they will meet at 8:30am on 4/29.

Ethnographic methods webcast/podcast project

Susan has not been able to do any further work on this project and promises to made some headway before the next PSWG meeting on 5/19/11

New Business

The PSWG draft annual report is due in May. Susan continues to edit it and would like to open up the report for additional editing and input from the group. The report is up to date, but is awaiting the inclusion of the open house, and the groups plans for future activities.

The draft of the annual report was attached to the 4/21/11 meeting reminder.

CARLI has a standard post-event evaluation for the open house that Sean, Matt and Susan will examine and edit to include questions requesting ideas and topics for further PSWG events. The results will help determine future PSWG plans.

There have been no volunteers to chair the PSWG for 2012 as of 4/21/11. Susan then mentioned that CARLI staff has been quite helpful in her 2011 duties.

Fall 2011 open house/event plans must be addressed at the 5/19/11 meeting in order to set a date. Information gathered from the WIU surveys will be consulted.

The meeting adjourned at 1:21 p.m.

Meeting Dates:

Next Meeting: Thursday, 19 May 2011, 1-3 p.m., Conference Call

Thursday, 16 June 2011, 1-3 p.m., Conference Call