I. Middle States Monitoring Report Update – Beth Ann Dobie (Chair, Middle States Self-Study Steering Committee)
   - Beth Ann gave us an update on the Middle States accreditation process. Alfred University is currently working to show we are in compliance with Middle States Standards 2 (Planning, Resource Allocation, and Institutional Renewal) and 7 (Institutional Assessment). Additionally, we received strong recommendations in Standards 12 (General Education) and 14 (Assessment of Student Learning) and are also working to show compliance with these.
   - The Monitoring Report is due on March 1. Beth Ann and Laurie McFadden are currently working to complete the first draft of this report. In mid-April a small Middle States team will be visiting the campus. In June we will receive their decision. Hopefully we will be taken off warning and found to be in full compliance.
   - The Deans and Vice Presidents have been working on various assignments for each of the Middle States Standards listed above to help with the Monitoring Report. Steve has been working with the librarians to keep us informed and to facilitate our contributions to this process.
   - After Beth Ann’s report, we had a discussion with her about assessment and data collection in general, sharing both our successes and difficulties thus far.

II. Faculty Senate Report
   - Ellen reported on the December 5 Faculty Senate meeting. The main topic discussed was Academic Integrity and Dishonesty.

III. Strategic Plan Document
   - John compiled the paragraphs the librarians wrote in groups and put them into a draft Strategic Plan document. Further work needs to be done to refine and unify the language. John, Ellen, and Trevor will work together on this project.
   - Everyone agreed that the summary page at the end of the document is redundant and can be dropped.
   - We discussed how the document will be used and how it might be implemented. Steve proposed that each of us look back on our individual
annual planning goals from early 2014 to see how they match with the new Strategic Plan. We will discuss this in our January AU Librarians meeting. Our 2015 individual goals will be created intentionally in light of the Strategic Plan.

IV. Printing Discussion with Donna Sturdevant (Director, Procurement Services)
- We shared some of our concerns and issues about printing with Donna. The current Toshiba contract is up for renewal next year. Our conversation was both constructive and cordial. Overall, Donna is sympathetic to our concerns and shares our desire for a sustainable solution.
- Some of the many topics covered include:
  - The age of the current Toshiba machines (~1.5 years beyond the usual lease time) and how that is affecting performance
  - The increased capabilities of potential new machines
  - The shutting down of the Print Shop in Greene Hall and the implications of this for the Libraries
  - The possibility of more machines within various departments to reduce the load on Library machines
  - The possibility of reducing the print quota for students. Donna is going to look into the overall cost of various quota levels across campus
  - AU’s culture of excess printing and ideas for changing this
  - Faculty-driven printing (assignments, readings that must be printed, etc.) versus student-driven printing
  - Upgraded PaperCut software with new machines that may allow for better control and statistics
  - Increasing the price per copy to better match the actual cost of printing.
  - The need for troubleshooting time to work out technology issues when the new machines are deployed
  - The human cost of printing
  - University at Buffalo’s model using a designated and staffed printing area
  - Printing in the dorms (unlikely to be brought back)
  - Donna and a team (including Steve) will soon be assessing campus needs via surveys, conversations, and data analysis
  - Codes at the point of pickup to reduce waste and increase privacy
  - Student misunderstanding of the nature of the print quota and the possibility of leveraging that for PR purposes
  - Tying photocopying into PaperCut to eliminate the undesirable connection to Fiat Bux

The meeting adjourned at 3:56 pm.

Respectively submitted,
Brian T. Sullivan