

Academic Services Committee
Monthly Meeting Minutes
November 5, 2012

Committee Members Present: Doug Britton, Amy D'Unger, Susan Liebeskind, Helena Mitchell, Carrie Shepler, Raj Vuchatu (Executive Board Liaison)

Committee Members Absent: Sonit Bafna, Peter Hesketh, Denise Marshall Johnson, Lucy Tucker (Student Liaison)

Guest Speaker: Dr. Ellen Zegura, CoC, representing the campus committee on Open Access.

Amy D'Unger called the meeting to order at 2:05 PM.

1) Approval of October meeting minutes

Carrie moved to accept the minutes from the October meeting, and Doug seconded the motion.

2) Updates on old business

- Campus Climate Assessment: A meeting of this subcommittee will be held on Monday, November 19, to review the final draft of the survey. The survey will not be given this fall, as originally planned.
- Faculty Club: Jackie Herndon, of Helena's group, attended the last minute meeting called by Sodexo to get faculty input on dining services on campus. The faculty club proposal was not discussed at all. Helena will get details on the meeting from Jackie, and will provide a report on the meeting for the December meeting.

3) Presentation from Dr. Zegura on the Open Access Policy

Key points:

- Dr. Zegura provided a brief recap of the steps taken to educate the Georgia Tech faculty regarding the Open Access policy. Three well-publicized Town Hall meetings were held in April, September and October and there have been many opportunities for comments and feedback on the policy. This feedback has been incorporated into the final draft that will be presented to the Executive Board of the General Faculty on Tuesday, November 6.
- There were 4 noteworthy changes to the policy that resulted from the request for feedback:
 - Decoupling the concepts of "embargoing" a publication (delaying its appearance in the Open Access archive) from opting out of the archive altogether.
 - The policy was reworded to clearly state that the Provost will charge the Open Access Committee with policy interpretation and compliance planning.
 - The embargo period (up to 1 year) is now clearly stated in the policy. If the author wishes to alter the embargo period after submission, s/he will contact the library for

assistance. An “askOA” mailing list, like the “AskLegal” mailing list may be setup to assist in such matters.

- The current SMARTech repository deposit license grants non-exclusive permission to Georgia Tech, while the Open Access policy grants non-exclusive permission to GTRC. Since SMARTech will be the repository for Open Access, Legal has recommended that the SMARTech license be changed to refer to GTRC as well.
 - There was discussion regarding SMARTech’s use as a general purpose repository, and the oddity of having peer-reviewed papers in the same repository as student papers. Dr. Zegura clarified that most people will come to the repository from Google, not by browsing the SMARTech repository. The search engine results will bring the requester directly to the article PDF, not to the SMARTech interface, so this should not be an issue. Also, the use of SMARTech may permit linking additional materials to the paper, such as data sets or video, which would provide a richer experience for the reader.
- Development of the policy has been coordinated with Jeanne Balsam (Faculty Handbook), with Ron Bohlander (Secretary of the Faculty), pertaining to intellectual property issues, and with Susan Wells Parham (Library) pertaining implementation issues. Legal concerns are still being addressed with GT Legal.
- If there are issues with the policy raised by the Executive Board, the draft policy will be revisited and sent back to the Academic Services Committee for review and approval. Following approval by the Executive Board, the policy will be disseminated to the chairs of the various schools and to administrators at GTRI.
- Dr. Zegura once again emphasized that the adherence to the policy would be encouraged, but not enforced. No reasons need to be provided to opt out.

4) Committee vote to accept the Open Access Policy

The committee voted unanimously to approve the final draft of the Open Access Policy. Amy will email Dr. Zegura, and Ron Bohlander to notify them informally of the committee’s approval. Publication of these minutes serves as a formal statement of the committee’s approval of the policy.

5) December meeting

Either Rich DeMillo, of the Center for 21st Century Universities, or Donna Llewellyn of the Center for Learning Excellence would be invited to speak to the committee. Amy will email Rich and Donna to check their availability.

The meeting was adjourned at 2:45 PM.

Minutes respectfully submitted,

Susan Liebeskind
Secretary, Academic Services Committee