Attending: Jon Finson, Michael Hoefges, Carol Hunter, Paul Jones, Anna Krome-Lukens, Steve Melamut, Sarah Michalak, Deborah Zombar (recording)

Ms. Michalak called the meeting to order at 10:00 a.m.

The Glossary of Terms was reviewed and discussed. The following terms were brought up for addition to the glossary: *commercialization*; *public domain* – which is not listed in the document; *non-directed work*. The glossary is still very “legal” sounding. Maybe insert links with further information. Keep the glossary short and precise. Some of the definitions track the definitions of the Copyright Act. Sarah will discuss with Fletcher Fairey the concerns about the glossary.

The current web-site was discussed. Possible addition of an introduction once the web-site is reached. Right now the site looks like it is about the committee and it lives on the library home page, not the university website. There are links that are no longer accurate. Carol Hunter volunteered to work with Kim Vassiliadis and Emily King to clean up the links on the site. Have links between policy, FAQs and glossary.

Once there is a Scholarly Communications Director, this person should work with a sub-committee as well as State and GA to re-work the web-site; where it lives, links, glossary, FAQ, policy, etc. This position is being interviewed for on January 30th. Is there an immediate need or should we wait until the Scholarly Communication position is filled? Should we pursue getting on the university homepage? All links need to be fixed.

Next meeting: 1) polished up glossary, 2) website; dead links, 3) title changes. Steve Melamut will work on the FAQ list. Sarah will ask Steve Matson to come to a meeting to discuss dissertation rights. Minutes from December 5, 2011 were approved.

Meeting adjourned at 11:00 a.m.