

Minutes of the CLS Executive Committee Meeting at the ALA Annual Meeting

Chicago
Saturday
June 25, 2005

Present: Damon Hickey, Chair (The College of Wooster); Steve Stoan, Member-at-Large (Drury University); Alice Bahr, Member-at-Large (Salisbury State Univ.); Lisabeth Chabot, incoming CLS Vice-Chair/Chair-Elect (Ithaca College); Philip Swan, Chair, Communications (Hunter College); Carolyn Sheehy, Chair, Conference Planning 2005 (North Central College); Anne Garrison, Editor, CLS Newsletter (Swarthmore College); Dawn Thistle, incoming Member-at-Large (Assumption College); Kendra St. Aubin, Chair, Membership (Bridgewater State College); David Wright, Chair, CLIP Notes (Mississippi College); Susan Barnes Whyte, Chair, Continuing Education (Linfield College); Robin Wagner, Vice-Chair/Chair-Elect (Gettysburg College); Steven Bell, Chair, Research (Philadelphia University); John Jaffe, Chair, Leadership (Sweet Briar College); Lori Goetsch, ACRL Board Liaison (Kansas State University); Jules Tate, Chair, Standards (LSU-Alexandria); Irene Herold, Chair, Conference Planning 2006, Co-convener College Library Directors Discussion Group (Keene State College); Kitty McNeill, Secretary (Oxford College/Emory University); Charles Getchell (Quianipiac University) Rachel Crowley (Briarciff Univ.)

Call to Order, Approval of Agenda, and Introductions

Damon Hickey called the meeting to order at 8:35 a.m. and asked for approval of the agenda. He then asked all individuals present to introduce themselves to the group.

Approval of Minutes from 2004 Annual Meeting

Damon distributed the 2004 Annual Meeting Minutes of the CLS Executive Committee. He asked the committee to review the minutes and postponed approval of the minutes until the Monday, June 27th meeting of the committee.

New Business

Damon brought agenda items to the group from the ACRL Leadership Council.

- ACRL Board would like to ensure that all section activities are furthering the ACRL strategic plan. Previously, the section chair just filled out a form about section activities. ACRL is requesting that we create an action plan for new initiatives or activities in support of the ACRL Strategic Plan that go beyond our routine or existing programs. (*Your Research Coach* could be an example) As the new chair, Robin Wagner, will coordinate this effort. A pool of money is available from ACRL; if the section wants to request money from ACRL for a new initiative, we must create an action plan. Action plans are due to ACRL by August 15, 2005.
- ACRL is asking for our assistance in updating the ACRL Environment Scan. Damon distributed copies of the ACRL *5-10 Year Planning Horizon Assumptions*. He asked the group to review the document and bring a list of additions or changes to the June 27th Executive Committee Meeting (send e-mail to Damon if not attending Monday meeting).

Chair Report-Damon Hickey

Damon reported that the Friday Night Feast was successful. The restaurant was great and we had new attendees. One great improvement was that ACRL handled the contract and the billing for the event. He reported that we now have 200 new members on the COLLIB list as a result of invitations sent to new ACRL members who indicated they wanted to receive e-mail.

In response to a question from Steven Bell, the committee discussed CLS participation in and use of ALA's online community software. The virtual workspace could facilitate section work between meetings and serve as a discussion forum. Steven noted that the software takes work to make it useful. Damon reported that the software will be ready in October and it would be appropriate for the Communications Committee to explore. Several members expressed interest. Robin Wagner indicated that we would need to determine which committees are interested in participating in the online community.

Damon reported that the CLS brochure was last revised in 2002. Money is available this year from ACRL for a revision.

Vice Chair/Chair-Elect Report-Robin Wagner

Robin reported that she has made 45 appointments or reappointments to committees. She tried to stagger the appointments to avoid the possibility of everyone rotating off of a committee at the same time. She invited all new members to attend the meetings at the 2005 conference even though their terms do not begin until after the conference. Also, the Program Committee was appointed earlier so they could begin work. She will share ACRL action plan with the Executive Committee. In particular, she will pull out major strategic objectives for committee chairs to map to committee activities.

Past Chair-Susan Richards

Susan Richards was not present for a report.

Members-at-Large-Steve Stoan, Alice Bahr

The Friday Night Feast was held on June 24, 2005, at Maggiano's Little Italy Restaurant at the corner of Clark and Grand. A total of 59 signed up, but two dropped out at the last minute because of medical issues and were refunded their money. With the subsidy from Haworth Press of \$1250, the cost per meal per attendee was \$27.50. Cost without the subsidy would have been \$45.00 per meal. Steve noted that he was surprised by the cost of the alcohol.

The arrangements this year were different from past years because Mary Jane Petrowski at ACRL assumed responsibility for receiving the checks, sending receipts, and maintaining a spreadsheet of attendees. She executed all financial arrangements with the restaurant and because we were in Chicago got a considerable break as a tax-exempt institution.

Working with ACRL did slow down the process of finalizing arrangements because of absences at ACRL at crucial times. As a result, the contract did not get signed until it was too late to advertise in the CLS Newsletter. The committee compensated by sending out a message through the CLS list. As in the past, COLLIB-L was a major avenue of advertisement. Response was very good.

We did offer ten free meals to non-CLS members and received seven responses. It is important to clarify that those eligible for the free meals should be academic librarians who are not currently members of CLS to be sure that someone does not just bring along a friend or spouse.

It is also important to develop and clarify a general policy on attendance by spouses or non-librarian friends. They could take a space that a librarian or potential CLS member could have occupied. When faced with this situation, Steve consulted with Melinda Dermody, who had already organized two Friday Night Feasts.

Based on discussions with Melinda, Steve wrote back asking the librarian in question to contact him as of a certain late date to determine if there were still spaces available. He also informed her that the price for a non-librarian attendee would be the unsubsidized price. However, before he got this communicated to ACRL, they sent a spreadsheet indicating that they had already accepted at least one couple of this nature at the regular price. Steve contacted the other person and told her to go ahead and send a check in for her husband. Spaces were available, so no harm was done.

Damon will write letter of thanks to ACRL and Haworth Press. Alice Bahr plans to follow up quickly and begin planning for the 2006 Friday Night Feast. The Executive Committee discussed various ways new members could be recruited to attend the dinner.

Committee Reports

CLIP Notes-David Wright

David reported that the CLIP notes committee has three publications in progress. The "Plagiarism" CLIP note is in draft form. Committee members are also working on "Emergency Response" and the 3rd edition of "Student Workers." The committee is trying not to hit libraries with too many surveys at one time and continues to discuss paper versus electronic surveys. Future projects include a revision of the "User Survey" document and updating of the CLIP notes webpage. At the ALA midwinter meeting the committee brainstormed future CLIP note topics: Information Commons Concept, Digital Projects, Architectural Standards for Library Buildings, Fund Allocation/Fund Raising, Gifts to Libraries, Outsourcing of Services.

Communications-Phil Swan

Phil reported that member profiles are now on the CLS web page. Currently, Carolyn Sheehy, Director of Library Services at North Central College is highlighted. Also, the committee instituted a "Library Site of the Month" feature on the web page. Libraries included are Baker University in Kansas, Bates College in Maine, Simpson College in Iowa, Centenary College in Louisiana, and Earlham College in Indiana. The committee continues to add to the webliography of college library newsletters. The webpage now has a link to the Standards for Libraries in Higher Education. J. Michael Thompson continues to manage COLLIB. Anne Garrison is now the editor of the CLS newsletter.

Conference Program Planning 2005-Carolyn Sheehy

Carolyn reported that the committee did not hold a virtual meeting during midwinter. Constant e-mail between committee members has been used to plan the program, "Bits and Bytes: Using Technology to Train Academic Librarians as Coaches." CLS received a wonderful

time slot and a good location for the conference program. Library Journal listed the program as a top choice. Carolyn asked for assistance in directing individuals to the program and Alice Bahr and David Wright volunteered. John Jaffe agreed to take photographs. Megan Fitch will serve as reporter to the College Libraries Section's newsletter and C&RL News.

Conference Program Planning 2006-Irene M. Herold

Irene reported that the committee held a physical meeting at ALA midwinter. They have received 26 proposals on the topic of "Big Ideas, Small Staff: Successful Tactics for College Libraries." The proposals were received from libraries across the U.S. and from Paris, France and Canada. Currently, the group is considering holding a virtual poster session and inviting some individuals to speak.

Continuing Education-Susan Barnes Whyte

Susan reported that the committee met virtually by e-mail for ALA midwinter. They reviewed the mission of the committee. They are planning a half-day, affordable workshop prior to ALA 2006 in New Orleans. (attendees could attend Friday Night Feast after workshop) Possible locationshosts for the workshop are Tulane and Loyola and topic would be "Collaboration among Librarians, IT, and Faculty."

Leadership-John Jaffe

John deferred his Leadership Committee report until the Monday, June 27th meeting. He gave a brief report from Larry Hardesty on the College Library Directors' Mentor Program. June 20, 2005 brings to an end the 13th year of the College Library Directors' Mentor Program. During that time 191 first-year college library directors have been matched with mentors. Participants included 57 men and 134 women. Also, during this time 47 men and 57 women have served as mentors. During the past year, 17 first-year directors participated in the program, including 13 women and 4 men. First-year participants represented an estimated 172 institutions.

The most important change in the program during the past year is its establishment as a 501 (c) (3) nonprofit entity incorporated in the State of Nebraska. Previously the program had been associated with Austin College (1995-2004) and Eckerd College (1992-2005) who had financially administered this program. In moving to a state university, Larry Hardesty decided to establish the program as a separate entity. He continues to serve as director of the program, with Mignon Adams and Tom Kirk as members of the board of directors. Mignon has served as the leader of the annual seminar since its inception. Tom began assisting with the seminar two years ago when Evan Farber could no longer serve in that capacity.

Currently, Larry believes the program has a strong foundation, both in terms of finances and participants. While retirement is still a bit beyond the horizon for him, he thinks he should probably be thinking about the future of the program when that time comes. The success of the program is in large part because of the willingness of experienced college library directors to serve as mentors. Mignon Adams and Tom Kirk have been very helpful regarding the seminar and in advising regarding the program. Damon Hickey's management of the list serve offers another important dimension to the program that the participants find very helpful. Also, Larry appreciates Ann Dougherty's initiative and willingness to provide *Library Issues* to the participants at a reduced cost. Also, Mickey Zemon served as a very gracious host at

Emerson College, along with her colleague, Bob Flemming. All in all, it has been another very good year for the program.

Although not an official program of CLS, the program was initiated by the Leadership Committee. The Committee agreed that it is not too early to begin to think about the future of the program.

Membership-Kendra St. Aubin

Kendra St. Aubin was appointed chair of the Membership Committee through June 2006 when Helena Rodrigues resigned due to health reasons. Kendra reported that CLS has 1329 members as of May 2005, an increase of 4.65% over the previous year. From June 2004 through April 2005, Helena Rodrigues sent welcome letters to 485 new members and to 406 individuals who dropped their membership. The following reasons for dropped membership were received: ALA error (1), Financial (11), Job change (13), Retirement (3), Lack of interest (2), Lack of time (1). The committee sent recruitment letters to library school deans for distribution to students. Recruitment messages were distributed on COLLIB-L in November 2004 and May 2005. Messages were sent to state chapters about the availability of CLS brochures and brochures were mailed to chapters that requested them. The committee provided the nametags for the Friday Night Feast.

Nominating Committee-Mickey Zemon

Damon reported that there would not be a report from Mickey Zemon. The committee will complete their work independently and will submit their slate in fall.

Research-Steven Bell

Steven reported that while the “Your Research Coach” program can’t quite be called a success, it was a success for this committee. The committee members involved in this project are Rick Hart (Coaches coordinator), Rob Lenholt (Research Partner coordinator), and Rebecca Miller (PR). Nancy Bohm also helped with PR. We currently have 9 coaches and 15 partners. Goal is to increase the number of participating members in both categories. Currently, the program is limited to CLS/ACRL members.

Committee engaged in a significant PR effort including articles about YRC in the CLS newsletter, C&RL News, one of the e-mail updates from ACRL, the Chapter Council newsletter, and it appeared in several chapter newsletters. Committee proposed and had accepted a YRC roundtable session at ACRL’s national conference that was well attended. A nice brochure for ACRL was prepared.

In the next year, the committee will be adding responsibilities for other committee members. For example, one member will be doing all the record keeping and keeping track of Coach-Partner progress. The committee will continue to promote the program and increase the number of participants.

InPrint is an ACRL publication that was developed by CLS, mainly with the Research committee. It provides information on publishing opportunities for academic librarians. It was last updated in about 2000 – but just as an electronic version. At the last ALA, the committee talked about gearing up for a new edition and subsequently learned that Haworth Press was in the process

of updating its own version of this type of publication. Because of this, in consultation with Damon and Hugh Thompson of ACRL, the committee decided not to update InPrint at this time – so as not to compete with Haworth. However, the committee should revisit this and make plans for when we want to begin the update of InPrint. Hugh Thompson will attend the Research Committee to discuss.

Another function of the Research committee has been to collect data about the participation of CLS members at conferences, and to promote the submission and acceptance of presentations by our members. The committee did collect some data for the latest ACRL conference and found that 43 members of CLS (to the best of our knowledge) submitted proposals for papers or panels. Out of those 7 were selected for the conference. There were 5 panel discussions and 2 contributed papers. Based on past data this doesn't seem to be out of line with previous conferences. The committee's less rigorous research confirmed a higher percentage of presentations are coming from ULS members. They submitted nearly double the number of proposals. There are some obvious challenges in getting and interpreting the data (re: how well members identify themselves in the proposals), but the committee can continue to track the data – but should be looking for ways (like YRC) to encourage more proposals.

The committee will continue to work on the above items for the coming program year. At the 2005 ALA conference, CLS was a joint sponsor for a program with the Women Studies Section. In addition, the committee will further explore opportunities for joint programs on research related topics at future ALA conferences.

Standards-Jules Tate

Jules reported that the committee is working on a joint white paper to outline why quantitative guidelines for academic library buildings are important and what measures might be included in the guidelines. The committee is developing a white paper on computers in academic libraries.

Now that the "Standards for Libraries in Higher Education" have been adopted, the committee is reassessing their role. The committee is considering revising their charge. Lori Goetsch expressed a similar concern from her perspective on the University Libraries Section Standards Committee.

Discussion Group Reports

Irene Herold reported on a successful College Library Directors Discussion Group at ALA midwinter. Nancy Magnuson led the group and 45 individuals attended. No report was presented from the Medium-Sized Academic Libraries Group.

Liaison Reports

ACRL Board-Lori Goetsch

Lori Goetsch, ACRL Board Liaison, asked if the committee had discussed the Action Plan requested by ACRL. She briefly described the purpose of the plan. The plan will serve as an opportunity to ask for new resources (\$50,000 available this year), a way to communicate with the Board early in the development of new programs or initiatives, and a section planning document. ACRL is viewing this year as a pilot year to get the process started. Lori stressed that ACRL's role is to facilitate and help with the process.

ACRL Research-Steven Bell

Steven Bell reported that he has not heard much from the ACRL Research Committee. He noted a communication problem even though chairs have the responsibility to send minutes and to communicate with Liaisons.

Discussion of Meeting Format and Schedule

The committee had an extensive discussion of the positive and negative aspects of the CLS decision to hold virtual meetings for the ALA midwinter meeting. The group agreed that the Communication Committee should investigate alternatives for holding virtual meetings and propose options. Discussion included the following comments:

- A confusing situation is created when some committees meet at midwinter and others don't meet
- Three types of meetings are being used, face-to-face, asynchronous, and synchronous
- Different meeting types are appropriate for different committees
- Difficult for first meeting for new committee appointees to be a virtual meeting; first meeting should be a face-to-face meeting
- Robin Wagner has had conversations with new members; they are excited to begin work and it would be nice to begin work with them before next summer
- Success of meetings depends on committee members
- Virtual leadership is a real challenge
- Some not convinced that e-mail meetings work; okay for reporting; not good for discussions
- ACRL Learning Times Network software Illuminate could possibly be used for virtual meetings (requires headset with microphone and has webcam capability)
- Phone conference calls work well; who pays for costs?
- Possible to combine phone conference call with face-to-face
- Need to decide how to assess success and impact of virtual meetings
- More non-members can attend virtual meetings
- Improved opportunities for individuals who don't have funds to attend midwinter
- CLS members can accomplish other work at midwinter
- Concerns about impact on long term leadership of CLS
- Rules for virtual meetings documented by Mark Cain in previous CLS documents

Damon Hickey adjourned the meeting at 10:50

Respectfully submitted,

Kitty McNeill

Secretary

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Present: Damon Hickey, Chair (The College of Wooster); Alice Bahr, Member-at-Large (Salisbury State Univ.); Philip Swan, Chair, Communications (Hunter College); Carolyn Sheehy, Chair, Conference Planning 2005 (North Central College); Kendra St. Aubin, Chair, Membership (Bridgewater State College); David Wright, Chair, CLIP Notes (Mississippi College); Susan Barnes Whyte, Chair, Continuing Education (Linfield College); Robin Wagner, Vice-Chair/Chair-Elect (Gettysburg College); John Jaffe, Chair, Leadership (Sweet Briar College); Jules Tate, Chair, Standards (LSU-Alexandria); Irene Herold, Chair, Conference Planning 2006, Co-convener College Library Directors Discussion Group (Keene State College); Kitty McNeill, Secretary (Oxford College/Emory University); Brian Rossmann, Co-convener, Medium Sized Academic Library Discussion Group (Montana State Univ.); Mary Jane Petrowski, ALA/ACRL staff Liaison; Ann M. Watson, incoming Chair, CLIP Notes (Denison Univ.); Nancy Magnuson, Co-convener College Library Directors Discussion Group(Goucher College)

Call to Order and Introductions

Damon Hickey, Chair, called the meeting to order at 11:35 a.m. and welcomed Mary Jane Petrowski, ALA/ACRL Staff Liaison to the meeting. David Wright introduced Ann Watson, incoming Chair, CLIP Notes Committee. As he had done the previous day at the CLS Membership Meeting and Program, Damon thanked the following outgoing officers and committee chairs for their hard work and leadership:

David Wright, Chair, CLIP Notes Committee
Helena Rodrigues, Chair, Membership Committee
Mickey Zemon, Nominating Committee
Nancy Magnuson, College Library Directors Discussion Group
Daniel Ortiz, Co-convener, Medium-Sized Academic Libraries Discussion Group
Kitty McNeill, Secretary
Susan Richards, Past Chair
Steve Stoan, Member-at-Large

In addition, Damon thanked Robin Wagner for her significant work as Vice Chair, Chair-elect in making the numerous committee appointments for the section, Ruth Connell for her work as webmaster, and Catherine Lee for serving as editor of the newsletter.

In particular, Damon highlighted the positive and excellent work of Mary Jane Petrowski as ALA/ACRL Staff Liaison for the College Libraries Section. He presented Mary Jane with a gift in special appreciation of her work

Mary Jane told the group that she was pleased to be working with the section and that ACRL planned to feature CLS's *Your Research Coach* program.

Approval of Agenda

Damon asked for and received approval of the agenda.

Approval of Minutes from 2004 Annual Meeting

The minutes of the 2004 Annual Executive Committee Meetings were approved with two spelling corrections.

Officers' Reports

Damon commented that the conference had been good. He asked for suggestions or comments on the ACRL environmental scan. John Jaffe mentioned there was very little on "the physical library as place" in the scan. Damon asked for other committee members to send their comments to him by e-mail when they returned home. There were no other reports from officers.

Committee Reports

CLIP NOTES-David Wright

David Wright reported that the committee was working on a job description for the Lead Editor.

The job description is almost finished. Next the committee will update the web pages. The committee spent most of their time discussing who is responsible for the mailing list and the methods (Excel, Access) of keeping track of the mailing list. Currently, 289 colleges are on the mailing list to complete the CLIP note surveys. The response rate has been dropping. The committee plans to send a letter to the colleges on the list to confirm their participation in future surveys. Mary Jane Petrowski confirmed that postage for the letters is a reimbursable expense and that the committee should contact Hugh Thompson, ACRL Director of Publications.

Ann Watson, incoming chair, asked if specific letterhead should be used for the letter. Mary Jane confirmed that it would be appropriate to use ACRL letterhead for this mailing.

Robin Wagner asked how the list of colleges could be expanded. David responded that they have requested participation from new libraries on the COLLIB list. They are also tracking library participation in Excel.

Communications-Phil Swan

Phil Swan opened his report with a question for Mary Jane Petrowski. He asked if ACRL had any guidelines for handling rude or inappropriate listserv behavior. She suggested that Robin Wagner query the Section Council about any similar problems others have encountered.

Phil mentioned that it is difficult to find the CLS page on the ACRL webpage. Mary Jane said she would take this information back to Stephanie Orphan. Even though Mary Jane could not promise improvement, she asked the committee to send her suggestions for improved placement of the CLS webpage.

On behalf of Anne Garrison, newsletter editor, Phil requested that committee chairs to provide content for the newsletter. Also, he reported that only two years of annual reports are on the CLS website. These reports will be removed. At some point the code for the website will need to be cleaned up to ensure future compatibility with browsers.

Conference Planning 2005-Carolyn Sheehy

Carolyn suggested contacting Dickie Brennan's restaurant for the CLS Friday Feast in New Orleans since the first CLS Friday Feast occurred there when she was CLS chair. She reported that we were given a great time and location for the CLS program. 70 individual attended and 27 evaluations were completed. The majority of the evaluations indicated that individuals learned about the program from the ALA conference program.

Conference Planning 2006-Irene Herold

The committee discussed various ideas to build attendance back to the higher numbers from previous year. Previous attendance figures have been in the hundreds. In previous years, there was an expectation that if you attended ALA and were a member of CLS you attended the CLS program. Ideas for improving attendance included providing food at the event or giving some type of award. CLS may need to approach another corporate sponsor. Robin Wagner agreed to work with the committee to find additional sponsorship. The committee reviewed 26 proposals for the 2006 program and selected 11 for further consideration. The committee will ask the eleven to respond to four questions and will use the responses to select the final participants.

Continuing Education-Susan Barnes Whyte

Susan expressed concern that the committee only had three members present at their meeting.

Robin Wagner responded that she has additional interested individuals to add to the committee if necessary. The committee began planning for the half-day "Practical Librarian" program prior to the 2006 ALA Conference in New Orleans and discussed possible programs for 2007.

Leadership-John Jaffe

John reported that the committee talked about new leadership program ideas. One possibility is to survey new librarians about their ideas/suggestions to change or improve library organizational structures. He also noted that the committee is in the process of rebuilding the lost work on a project to survey/interview individuals involved in hiring new academic library directors.

Membership-Kendra St. Aubin

Kendra reported that two new members participated in the Membership Committee meetings.

The committee is working on the following projects: a dropped member survey (based on information from the ACRL Liaison meeting, the committee may need to revisit decision to implement this survey), revision of the CLS brochure, and revision and timing of the welcome letter sent to new members (encourage response to ALA demographic survey, more emphasis on benefits of CLS). ACRL is providing funds to revise brochures for only three sections. We must request funding as soon as possible and no later than September. The committee discussed how to get library school students involved in the section and suggested offering free dinners to the Friday Night Feast. Kendra shared information from a preconference workshop that one committee member attended on "developing and growing memberships."

Standards—Jules Tate

The committee revised their charge to reflect the newly adopted ACRL "Standards for Libraries in Higher Education." The committee has people working on two areas: "computer ratios in academic libraries" and "building guidelines for architects and design professionals." The

committee has talked with LAMA about the building guidelines and will work with LITA as they develop the computer document. The committee hopes to have a draft of the computer ratio document by midwinter and a draft of the building guidelines by the 2006 annual conference. The committee tabled the discussion of certification of compliance with the Standards for Libraries in Higher Education.

Discussion Group Reports

College Library Directors-Irene Herold

Medium-Sized Academic Libraries-Brian Rossmann

Irene Herold reported that 27 individuals participated in the College Library Directors discussion group. The following topics were discussed: institutional repositories, multi-generational students, e-products, human resources/staffing/career paths, information literacy and getting campus-wide faculty participation. Brian Rossmann reported that 20-25 individual participated in the Medium-Sized Academic Library discussion group. The topic, "Staffing Issues related to Digital Library Projects" was announced in advance to COLLIB, ULS, Government Documents, and Serials listservs. The topic for midwinter was "Information Technology and Library Relationships" and "Assessment and LibQual" was the topic for the previous annual conference. The Executive Committee discussed ways to address the smaller participation including announcing topics in advance, changing the name of the groups to be more inclusive, and possibly combining the discussion groups.

Liaison Reports

ACRL Membership- Kendra St. Aubin

Kendra reported on the meeting of the ACRL Membership Advisory Committee. ACRL membership was 13,125 at the end of May. CLS membership, 1329, is about 10% of ACRL membership. This is the highest ACRL total ever and represents a 7.6% increase over last year.

Increase may have been due to the ACRL national conference this year and the announcement of a dues increase for next year. The committee's name has been changed to the ACRL Membership Advisory Committee. The committee will work with Mary Jane Petrowski on specific projects that move forward the membership goals of the ACRL strategic plan.

ACRL Standards-Jules Tate

Jules reported that the ACRL Standards Committee is working on "Guidelines for University Libraries for Undergraduate Students." He reported that when he asked the committee about simply having a document on service to undergraduates whether at colleges or universities, they felt that university services to undergraduates were somehow different. The committee is developing "Information Literacy Standards for Science and Technology" and "Guidelines for Promotion and Tenure."

Discussion of Meeting Format and Schedule

The committee discussed the "all committee" meeting format used on 6/25/2005. The group agreed it was worth doing again. Comments about the format included: liked it, worked well, easy to work with other committees, Robin was able to move around and talk with all committees, tables need to be larger and further apart.

Other Business

Damon Hickey thanked Executive Committee members for their hard work and adjourned the meeting at 12:50 p.m.

Respectfully submitted,
Kitty McNeill
Secretary