

**AMERICAN LIBRARY ASSOCIATION
ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES
COLLEGE LIBRARIES SECTION**

EXECUTIVE COMMITTEE MINUTES

January 30, 1999
Crowne Plaza, Liberty A
9:30 a.m. - 11:00 a.m.

Present:

Carolyn A. Sheehy, Chair
John Jaffe, Chair-Elect
Catherine Rod, Secretary
Will Bridegam, chair, Standards Committee
Susan Richards, chair, Communications Committee
Charlotte Slocum, co-chair, Medium-sized Academic Libraries Discussion Group
Jennifer Taxman, co-chair, College Libraries Discussion Group
Mickey Zemon, Member-at-Large
Vanaja Menon, chair, 1999 Conference Program Planning Committee
Marilyn Dunn, Member-at-Large
Chris Millson-Martula, co-chair, 1999 Conference Program Planning Committee
R. Cecilia Knight, co-chair, College libraries Discussion Group
Bill Brown, ACRL Board Liaison to CLS
Lynn Chmelir, chair, Membership Committee
Jeanne Sohn, co-chair, Medium-sized Academic Libraries Discussion Group
Lis Chabot, chair, Continuing Education Committee
Tara Lynn Fulton, member, Leadership Committee
Lewis Miller, chair, CLIP Notes Committee
Pat Weaver, co-chair, College Library Directors Discussion Group
Charles Getchell, co-chair, College Library Directors Discussion Group
Damon D. Hickey, Past-Secretary, chair, Leadership Committee
Sam Demas, visitor

I. Welcome and introductions

Sheehy introduced Bill Brown, ACRL Board Liaison to the section, who reiterated ACRL's commitment to help CLS accomplish its goals.

II. Adoption of agenda.

Sheehy added two new items to the agenda under New Business: CLS CLIP Notes, and ALA Conferences. The agenda was adopted with those additions.

III. Approval of minutes of prior meetings (June 27, 1998 and June 30, 1998)

Minutes of the June 28 and June 30, 1998, meetings were approved with one correction: the College Libraries Discussion Group was mistakenly identified as a forum.

IV. Old business

1. ACRL and CLS liaisons

Sheehy stated that there were no appointments of CLS liaisons to any groups this year; the information appearing in the ALA Handbook did not come from her. Mickey Zemon, Lynn Chmelir and Pam Snelson were appointed to a task force to investigate the role of liaisons. They identified two types: those appointed by the ACRL Board to CLS committees, and those appointed by CLS to ACRL committees. Cecilia Knight reported that the ACRL Budget and Finance Committee had suspended appointing liaisons to committees and will now report at Sections Council and Chapters Council. After much discussion the following policy will be followed regarding liaisons:

ACRL liaisons to CLS :

ACRL Board will appoint a liaison to CLS

When standards are reviewed, ACRL Standards and Accreditation Committee will appoint a liaison to the section.

CLS liaisons to ACRL committees:

A member of following committees will serve as liaison to the respective ACRL counterpart:

Membership

Leadership

Research

Medium-sized libraries discussion group (to ULS)

Chair of Clip notes (to Publications Committee)

Member-at-Large (to Government Relations Committee unless there is a college librarian as a member of the committee.)

Zemon will follow up with Brown to ensure that the correct information gets into the ALA Handbook.

2. CLS award

The Communications Committee had been asked to investigate creating a section award to honor a college librarian. However, Larry Hardesty, incoming ACRL President, has been actively pursuing funding for three excellence in academic librarianship awards, one of which would be for a college librarian. The board

decided to table discussion of a section award until such time as the fate of Hardesty's initiative is known.

3. CLS manual

The manual will be ready for distribution after Hickey conducts a final "housekeeping" review. The board decided that the manual will be mounted on the CLS website and that a few print copies will be made for new board members. The \$450 appropriated for binding will not be necessary. The Communications Committee has been developing a section logo which will appear on the manual and other CLS publications.

V. New business

1. ACRL Initiative Fund proposal

The Executive Committee endorsed unanimously the proposal from the Research for College Librarianship Committee to request ACRL initiative funds for updating the "IN PRINT" publication with a web-based version.

2. CLS open house during Annual Conference

Lis Chabot reported that an open house will be held at the new library at Loyola University on Sunday evening from 5:30-7:30. The Executive Committee decided not to seek vendor support and will ask if the host institution would be willing to underwrite simple refreshments.

3. CLS resolution of appreciation

The Executive Committee endorsed a Certificate of Appreciation for Larry Oberg in recognition of his five years as listowner of Collib-L. Damon Hickey will provide the calligraphy and wording for the certificate.

4. CLIP Notes

Lewis Miller reported that he had three volunteers for new CLIP Notes. Miller will investigate ACRL's policy regarding payment for authors. So far, authors have not received stipends. CLIP Notes usually sell between 700-1100 copies (450 copies is the standard break-even point).

VI. Information items and announcements

1. ALA Annual Conference Change

Sheehy reported on the proposal to re-design ALA annual conferences beginning in 2001. Several thematic tracks will be offered and section programming would need to fit within those tracks. Tracks of interest to particular groups, such as academic librarians, may be held in one hotel. Mary Ann Rupert is chair of the Committee discussing this proposal. John Jaffe added that proposals for programming would be competitive within tracks and that formal proposals would be due before elections of section officers were held. After much discussion, the Board asked Sheehy to address the open mike session to be held Sunday and express CLS's concerns about the rapidity of implementation, the need for more study of the issue, and the detrimental affect this could have on section programming.

2. Libraries: An American Value

ALA is seeking section endorsement for the "Libraries: An American Value" statement. The board felt this statement was not appropriate for academic libraries and therefore took no action.

3. Leadership Committee

Hickey reminded the board of the Leadership Committee's discussion, "I Never Knew I Was a Leader, Part II", which will take place from 2-4 Sunday, January 31.

4. CLS Dinner in New Orleans

Zemon reported on efforts to find a site for the Friday night CLS dinner during the New Orleans conference. It proved impossible to find a site for \$25, so the meal will be held at Dickie Brennan's; the price of \$36.50 will include room, meal, gratuity, and everything but alcohol. We must have 35 people to recover costs. Sheehy asked that committee chairs conduct a straw poll of members to see what the level of interest was in having this dinner and report back at Tuesday's meeting. If there is enough interest, the dinner will be publicized on Collib-L and in the section newsletter. Further discussion will take place at Tuesday's Board meeting.

5. ACRL Sections Council

Sheehy and Jaffe were the section representatives to the ACRL Sections Council, a forum for sharing information on programming and planning. Bob Rose and Tyrone Canon are the two nominees for Director-at-Large. Melissa Cast is the new Director of Member Services. Maureen Sullivan would like suggestions for the ACRL Strategic Plan; contact her with any ideas.

6. CLS Membership

Membership in the section is down slightly (about 2.33%). Mailing labels for lapsed, continuing, and new members are now available.

7. Future Annual Conference Sites

Sheehy has a list of all conference sites to the year 2006. Contact her if you are interested in knowing the location.

8. Committee Minutes

Minutes of midwinter committee meetings should be sent within two weeks to Catherine Rod who will forward them with the Executive Committee minutes to ACRL.

9. New CLS Appointments

Jaffe reported that Susan Cirillo has agreed to serve as Chair of the Conference Planning Committee for 2000, and Cy Dillon will serve as Chair of the Nominating Committee.

10. Address for Catherine Lee

Pat Weaver announced that CLS member Catherine Lee has been diagnosed with leukemia and is recovering from a bone marrow transplant. Anyone wishing to send her a note may contact Pat for the address.

VII. Adjournment

The meeting was adjourned at 11:00 a.m.

Respectfully Submitted,

Catherine Rod,
Secretary, CLS

|| [Return to Top](#) ||

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COLLEGE LIBRARIES SECTION**

EXECUTIVE COMMITTEE MINUTES

February 2, 1999
PCC 103A
8:30 a.m. - 11:00 a.m.

Present:

Carolyn Sheehy, Chair
Catherine Rod, Secretary
Charlotte Slocum, co-chair, Medium-sized Academic Libraries Discussion Group
Lis Chabot, chair, Continuing Education Committee
Lynn Chmelir, chair, Membership Committee
Mickey Zemon, Member-at-Large
Vanaja Menon, co-chair, 1999 Conference Program Planning Committee
Alice Bahr, chair, Research for College Librarianship Committee
John Jaffe, Chair-Elect
Will Bridegam, chair, Standards Committee
Damon D. Hickey, Past Secretary; Chair, Leadership Committee
Larry Hardesty, ACRL President-Elect
Melissa Cast, ACRL Member Services
Pat Weaver, co-chair, College Library Directors Discussion Group
Jeanne Sohn, co-chair, Medium-sized Academic Libraries Discussion Group
Paul Frisch, editor, CLS Newsletter
Jennifer Taxman, co-chair, College Libraries Discussion Group
Susan Richards, chair, Communications Committee
Betsy Wilson, candidate, ACRL President

I. Welcome and introductions

Sheehy introduced Larry Hardesty, incoming President of ACRL, Betsy Wilson, candidate for ACRL President, and Melissa Cast, new Member Services contact at ACRL.

II. Adoption of agenda

Hardesty asked to address the Executive Committee. The agenda was adopted with that addition.

III. Old business

1. Hardesty Comments

Larry Hardesty reported on the discussion of the proposed revision to ALA conference programming. The proposal to initiate tracks for the conference has generated a lot of discussion and raised many concerns. There will be a meeting of division chairs in Chicago this spring to discuss these concerns. At the moment it is unclear how these changes will be implemented and what they will mean for divisions and sections. John Jaffe reported that since this was a procedural change, not a policy change, the ALA board felt it could initiate it without a great deal of discussion. Betsey Wilson reported that the Round Tables had endorsed the change on Sunday. Sheehy reported that three section chairs of ACRL had made statements against implementing the changes, CLS, WESS and ARTS. Hardesty thanked CLS members Lynn Chmelir for her work making appointments to ACRL committees; Will Bridegam for his work on the proposed awards for academic librarians, and Mich Jedry for her work as Chair of the ACRL Nominating Committee.

2. CLS standards

Sheehy reported on the work of the ACRL Standards and Accreditation Committee. Bill Nelson will be the new member on the committee, replacing Sheehy, whose term expires at the end of ALA Annual in New Orleans. The committee had previously decided to postpone review of standards until the Task Force on Outcomes had completed their report. Although that report was accepted, it was not approved. A new committee, the Information Literacy Competency Standards for Post Secondary Education Committee, has been appointed, composed of 50% ACRL members and 50% members from other educational organizations. They will work to define standards for information literacy and their report is due in 18 months. SAC decided to go ahead and review all other standards and if the new report affects those standards, they will be reviewed again. (CLS has proposed standards which incorporate outcomes assessment.) Bridegam reported that the CLS standards committee are working on draft 7, which should be completed by February 28. It will be published in CLS Newsletter, C&RL News, on the CLS web site. At ALA Annual on Sat., June 26, from 11:30-12:30 there will be a session for reviewing comments on the draft. On June 28, from 2-4 there will be a hearing on draft 7. At Midwinter, the CLS Executive Committee must approve the draft. At ALA 2000, Draft 8 will then go to SAC. A final draft will then go to ALA for approval. Sheehy clarified that the SAC does not approve standards; the ACRL Board

approves them, then forwards them to final approval to the ALA Standards Committee.

3. CLS brochure

Susan Richards reported on the status of the CLS brochure, a joint effort by the Publications and Membership committees. Richards distributed a draft logo designed by Andrea Nordgren at Lake Forest College. Sheehy said that ACRL would probably have to approve the logo if accepted by the CLS Executive Committee. Pat Weaver moved that CLS adopt the logo. Lynn Chmelir seconded. The motion passed unanimously. Some discussion of color scheme (blue with white letters, or blue with gold). The Executive Committee decided to let the designer recommend the colors. The last brochure for the section was published in 1991.

4. CLS membership meeting at Annual Conference

Sheehy reported that the first half hour of the CLS program at Annual conference is reserved for the CLS Business Meeting. Sheehy would like the chair of each committee and discussion group to give a brief report of activities to the membership. The agenda for the meeting will be: 1. Welcome 2. Committee reports 3. Certificate of Appreciation presentation . The meeting will be held on Sunday morning.

IV. New business

1. First Friday Feast

Sheehy asked for results of the straw poll regarding the Friday dinner at Dicky Brennan's. About 30 people have expressed interest in attending so the dinner will go ahead as planned. Sheehy reminded the Executive Committee that this was an opportunity to welcome new members. Sheehy volunteered to meet people in a hotel lobby to escort them to the restaurant and encouraged others to do so as well. Chmelir will have nametags and dots for first-time CLS members. There will be no formal program but introductions will be included and there will be brief comments from Pat Suozzi as membership chair, and Vanaja Menon as program co-chair. Richards will bring the new brochures. There will be a cash bar available.

2. Leadership Committee

Hickey reported for the Leadership Committee. 21 people attended the discussion on developing staff leadership (including 10 presenters). The committee had come up with ideas for ACRL initiative proposals and asked if the section would be interested in endorsing a second proposal for this year, or wait until next year so the proposals would not be seen as competing against each other. The Executive Committee decided that it had already endorsed the Research Committee's proposal to update "In Print" it would prefer to wait until next year to act on the Leadership Committee's proposal.

3. Virtual participation on CLS committees

Chmelir asked about virtual participation on committees. LAMA and the Instruction Section of ACRL have been experimenting with this. Richards said she thought some things her committee did could be done by virtual membership, but would want face-to-face meeting for most members. Chmelir suggested that perhaps some combination would be possible—Midwinter would allow for virtual participation; Annual would require attendance in person. The Executive Committee took no action, deciding to discuss further.

V. Information items and announcements

1. Research for College Librarianship Committee

Bahr reported that the Research for College Librarianship Committee would like to ask ACRL to provide more than a single copy of a publication to the person, or persons, primarily responsible for publications. Mickey Zemon reported that the ACRL Publications Committee had just decided that five copies would be provided to authors and that there is a proposal before the committee to pay all authors of ACRL publications.

2. ALA Annual Conference Changes

reported that the proposed track system for the Annual Conference would have the same number of programs, about 320, as are currently offered. The purpose of the change is not to reduce the number of programs, but to provide a better structure for the programming.

3. Medium-Sized Academic Libraries Discussion Group

Jeanne Sohn reported that 29 people attended the Medium-Sized Academic Libraries Discussion Group. Midwinter attendance is much higher than at annual, and the problem seems to be the Sunday afternoon time slot which conflicts with other offerings. Sohn will investigate having the discussion group listed under both CLS and ULS in the conference program.

4. CLS New Orleans Conference Program

Vanaja Menon reported that Darlene Weingart of the University of Wisconsin-Madison will be the keynote speaker at the Annual conference. Following her presentation, there will be three case studies focusing on customer service. Mary Lee Sweat of Loyola will discuss how a new, technologically sophisticated building can change user expectations and plans to include a faculty member and if possible, a student in her presentation. Lucretia McMullan of the University of Richmond will discuss how focus groups and surveys helped them revise their web-page. Marilyn Dunn, from Hartwick College, will talk about electronic portfolios. Information about the program will be included on the CLS web page. RUSA is co-sponsoring the program.

5. Web page Guidelines

Richards reported that the Communications committee is discussing guidelines for the CLS web pages. She is hoping to present a draft of those guidelines to the board this summer. She reminded people to submit items for the web page in Rich Text Format, if possible, to jwest@austinc.edu.

6. Continuing Education Committee

Lis Chabot reported briefly on the outcomes of the needs assessment which will help in programming for future conferences. Also, Chabot reminded everyone of the open house at Loyola on Sunday, from 5-7, in New Orleans.

7. CLS Activity at Future ACRL Conferences

Sheehy noted for the record that CLS may wish to plan an activity for future ACRL Conferences.

VI. Adjournment

The meeting was adjourned at 10:00 a.m.

Respectfully Submitted,

Catherine Rod, secretary, CLS