

Herold

ACRL CLS Executive Committee Minutes
Midwinter Conference, Philadelphia, PA
1/13/2008 – 1:30 – 3:30

Present: Steven Bell (chair), Beth Avery, Adam Burling, Lisabeth Chabot, Lori Goetsch, Irene Herold, Sharon McCaslin, Mark McCallon, John Pollitz, Cindy Potter, J. Michael Thompson, Stacy Voeller, Kristin Vogel, Christine Whittington, David Wright

Section Chair Steven Bell called the meeting to order at 1:30 and began the meeting with introductions of all attendees. The committee reviewed the agenda, noting the candidate talks by ACRL President nominees Lori Goetsch and Janice Simmons-Wellburn. Housekeeping and editorial updates were made to the agenda prior to it being moved, seconded, and approved. Minutes from Annual were discussed and tentatively approved, with confirmation to occur via email post-conference.

Officer Reports – Steven Bell reported briefly that there is no word yet on room assignments for Annual conference and confirmed that the Section committees will be meeting jointly. The Sunday meeting schedule will be Executive Committee from 8 – 10:30 and the All-Committee Meeting will be from 10:30 – 12 at ALA Annual Conference. Challenges regarding the timing for the College Libraries Directors' Discussion session were reviewed. Currently the time slot is 8 a.m., which generates both strong positive and negative responses.

Vice-chair/Chair-elect Irene Herold reported that the two Action Plan proposals submitted to ACRL were not funded. The ACRL Board supported proposals that emphasized liaison efforts with learned societies and other conferences. Discussion followed on whether language indicating social activity undermines a proposal and whether the Board might be more responsive to language emphasizing those activities as networking and recruiting. Steven Bell repeated his desire for all committees to be informed about the availability of funding through Action Plan proposals and to remove the primary responsibility for submissions from the Vice-chair/Chair-elect position. All committee chairs are asked to think creatively and proactively about options for the Section. Discussion of using monies from the Section budget to fund a college library visit activity at the Seattle conference was deferred until the New Business portion of the meeting.

Irene Herold presented information on the appointment process for new volunteers and committee membership. Using the new automated system has been entirely positive. Specific discussion of the Nominating Committee followed resulting in questions to be resolved later; Steven remembered from his work on appointments that there were changes from ACRL regarding the nominations process which affects the section-level chair's responsibilities and specifics need to be gathered from Jules Tate, current chair of Nominating committee. Specific questions included term length and whether there is required ex officio service on an ACRL committee as well.

Candidate Talk: Lori Goetsch – ACRL President nominee Lori Goetsch spoke to the committee briefly regarding her background, experience, and interest in relation to the elected position. CLS Executive Committee members raised two topics of concern for ACRL, which included (1) the value of using association funding to support social activities which provide opportunities for networking, mentoring, and recruiting without relying upon corporate sponsorship or high ticket prices for members and (2) the need for college library personnel to be well represented in appointments made by the ACRL President and Board.

Officer Reports – continued – Secretary Kristin Vogel requested that all committee chairs submit minutes in a timely manner following the conference and be certain that their Annual minutes are also up-to-date. Adam Burling provided information on ACRL's deadline of February 15 to the committee.

Steven Bell provided the reports for Members-At-Large Celia Rabinowitz and Susan Barnes-Whyte. Work by Susan is continuing for Friday Night Feast in Anaheim. The restaurant (<http://www.mrstox.com/>) has been selected and, after more work than usual, corporate funding from Serials Solutions (\$2000) and Taylor and Francis (\$500) is secured. Thanks go to Steven for his time and efforts with the funding. Tentative cost information was provided on the draft flier passed around at the meeting. While still not finalized, the provisional pricing of \$25 for members and \$45 for guests was received with great enthusiasm. Celia is responsible for Friday Night Feast 2009 in Chicago and will be working to set details in the coming months.

Committee Reports – Steven Bell provided a brief update on ClipNotes and asked Kristin to follow-up with the chair for more information to be provided via the minutes through email. There are 2-3 projects in process and 1-2 more in idea stages. [To be attached prior to finalization of the minutes.]

J. Michael Thompson reported for Communications Committee and had a number of items needing feedback, opinions, or direction from the Executive committee. First, handouts of the current CLS homepage and a proposed layout were distributed to attendees. Mike requested feedback and comments at the meeting and as people consider them post-conference. Initial comments included:

- support for eliminating the drop-down layout of the current page
- interest in the clean lines of the proposed layout
- review/enhance/update the process for getting up-to-date content to the webmaster in order to eliminate old information
- question about space availability for announcements
- desire for quick access to Volunteer link / information
- place for links to new initiatives and ways for members to submit ideas
- interest in more visuals (featured library photo/web page screen-shot/etc.), screen-shot of PPTs for promoting section online webinars
- build in a process for the Program committee to streamline getting content to the webmaster

Information on the newly created CLS wiki was provided. A question about RSS capability was asked and Mike reported that they are exploring that currently and will have an answer in the future. The committee discussed and agreed that registration for access to editing the wiki is a good way to start. Mike reported that the Fall 2007 CLS Newsletter is out and that the editor had two questions for Executive committee. First considered was whether or not the name "CLS Newsletter" is something to revisit; the committee decided that it is not – while CLS Newsletter isn't a particularly clever or catchy title, it is descriptive and that is sufficient. Second was the question of whether or not to continue the newsletter in both online and print formats. Discussion followed and the committee delegated Mike and the newsletter editor with the task of creating a simple survey of the membership to get a broader sense of the needs.

The final two items from Communication committee included an update on the library website of the month and a brief question on the position of Collib-1 list manager. Communication committee members have reviewed the current plan to distribute libraries geographically, while allowing

flexibility for nominations and Mike solicited agreement from Executive Committee that they are proceeding with support from Exec and can include more than one library in a month if they choose. Mike indicated his continued interest in finding others to serve as Collib-l list manager and sought approval to have appointment expedited. Irene Herold asked him to contact her as soon as he has a person and they would take care of the appointment.

David Wright reported for Conference Planning 2008: there are 3 sections co-sponsoring the program, which is titled "Learning Virtually." Speakers are committed and the committee is working through details to finalize all planning. They are planning to have a Poster Session in an adjacent room immediately following the program. Committee members discussed whether this program would be possible to re-create/re-broadcast in the fall and what would need to be done to facilitate that. Interest in having the poster sessions available online was also discussed. David shared that the program will be delivered at Annual conference on Saturday from 1:30 – 3:30 and that they have a publicity plan for getting information out leading up to the conference.

Irene Herold reported for Conference Planning 2009: ACRL is requesting that for future programs all proposals make explicit how the program fits the ACRL Strategic Plan. The current title for 2009 is "Small Town, Common Ground." Irene asked the Executive committee for confirmation that seeking co-sponsorship in name only from PLA and the Community College Section is fine; approval was given. The Community College Section is also seeking co-sponsorship from CLS for their 2009 program, which was also approved. Some discussion of the title followed with a question about whether the phrase small town might negatively influence potential attendees who are in cities, regardless of the size of their institution. An alternate title brainstormed spontaneously was "Our Town, Common Ground" for the committee's consideration. Given the many different aspects of collaboration possible between academic and public libraries, Irene hopes and expects the committee will find speakers who can address a wide variety of them.

Professional Development committee chair Beth Avery reported on the successful first meeting of their discussion group. She provided information on a short-term idea the committee is pursuing: blogging at programs of related interest to college librarians. Following discussion, there was interest in having them consider the CLS wiki as a venue for the entries. Beth also provided information on a long-term goal of the creation of a repository of information on organizations that provide professional development opportunities in each state. They are also considering ways to encourage state ACRL chapters to publicize professional development activities more to facilitate regional attendance where feasible. In providing information on the survey the committee administered to gauge response to the webcast of the 2007 Annual program, Beth indicated they didn't get information on sites with multiple viewer. Some discussion on the costs associated with delivering a webcast were discussed and consideration of committing to a webcast of the 2008 program was deferred to the New Business portion of the agenda.

Liaison Reports – Irene Herold reported on Leadership Council items of interest to CLS. First, there is currently a proposal to require all listservs to be open and available to all members. The original proposer's intent is to promote transparency and to prevent "backroom use of Association resources." The proposal is being reviewed carefully as its language doesn't accommodate legitimate and necessary closed listservs, such as ones for Nominating committee work or a group such as the New Directors. Second, there is a survey to gather input for the next ACRL Environmental Scan and responses are needed as soon as possible. Steven volunteered to provide the URL via email post-conference. Third,

ACRL Board has revised the action plan process slightly and Irene indicated she will work with those who submit to be certain they have full information on the process. Finally, Leadership Council reviewed the Strategic Plan, considering progress and additional steps for implementation. Several proposals for by-laws changes will be on the spring ballot. Lori Goetsch concurred that this covered the work of the Leadership Council.

Reporting for ACRL Staff, Adam Burling thanked Irene Herold in particular for her patience and work with the new automated appointment system.

Committee Reports, continued – Stacy Voeller reported for Leadership Committee. She inquired about the possibility that some changes be made in the expectation that Larry Hardesty would be present to report on the New Directors program, which is currently a standing item on their meeting agendas. Steven Bell suggested that he provide a written update on the program in advance of the meetings.

Stacy presented information on the upcoming CLS award “ProQuest Innovation in College Librarianship Award” and solicited comments on the details drafted on the handout. Specifically the committee is interested in the keeping the language open-ended at the beginning with an expectation that they would set direction as they learn more during the first two or three years. In particular, they resisted defining innovation intending to allow the submitter to articulate what and why. The committee is very excited about this project and proposes being key in the management of the award – accepting and reviewing submissions. Specifics of the decision making process need to be developed; for example, would the committee be the final selector or would they present a short-list to the Section officers or some other option. It is the intention of the committee that the Award be submitted to ACRL this spring so it can be implemented in the standard cycle and be awarded for the first time in June 2009. Comments need to be provided as soon as possible in order to be considered and accommodated. April 11 is the deadline for ACRL's process.

Steven Bell provided brief reports for Membership, Nominating, and Research Committees. Membership committee members are considering ways the section responds to the needs of retirees and, in general the membership numbers are doing well. Reporting for Nominating committee, Steven indicated that the slate is set for the upcoming elections. The Research Committee is developing an In Print project and currently is seeking a consultant to handle some of the preliminary database design work. Kathryn Deiss will be working with the Section to develop the interface.

Christine Whittington (Best Practices) and John Pollitz (Medium-sized academic libraries discussion group) reported on the morning session discussing standards. Christine reported it was a free-wheeling, diverse discussion illustrating the extensive variety of approaches people take with accreditation reports. John indicated the attendance was approximately 20 people and that it was a well-received topic.

Sharon McCaslin and Cindi Potter provided a handout summarizing the College Library Directors' discussion at the Midwinter conference. The 35 attendees divided into three subgroups to discuss library and information technology relationships, staffing configurations and concerns, and benchmarking and assessment.

Candidate Talk: Janice Simmons-Welburn – ACRL President nominee Janice Simmons-Welburn spoke to the committee briefly regarding her background, experience, and interest in relation to the elected position.

New Business – With little time remaining in the meeting, the remaining attendees turned briefly to items. Committee members agreed that the section will continue not to sponsor any individuals in the Emerging Leaders program, and affirmed Irene Herold's outreach to participants for Section appointments and recruiting. Steven Bell reported that the section had \$1600 unspent funds in the previous year that was returned to ACRL. There is \$2200 remaining for this year. Approval for earmarking funds for a Fall webcast was given, which would require \$1000 and interest in exploring the Seattle event was reiterated. An idea of using Section funds to underwrite an additional amount for Friday Night Feast was mentioned. Steven Bell asked all committee members to think about ways to spend the money for the Section's benefit.

Those remaining informally agreed that there was insufficient time to discuss items under New Business thoroughly. Lisabeth Chabot reminded everyone that committee members can plan to submit written reports in advance of the meeting so that informational items don't require presentation time. Kristin Vogel noted this and will send an email regarding this in advance of the meeting at Annual conference.

Steven Bell adjourned the meeting at approximately 3:45 p.m.

Respectfully submitted,

Kristin Vogel
CLS Secretary

Actions needed:

- Kristin Vogel will provide minutes from ALA Annual Exec meeting via email to all members.
- Committee chairs will note committee meeting date/time for Annual conference and share that with members.
- Committee chairs will consider options for Action Plan proposals.
- Committee chairs will submit draft minutes from Midwinter Meetings to Secretary Kristin Vogel (kvogel@iwu.edu) and ACRL by February 15, 2008. Any outstanding minutes from ALA Annual should be included as final/approved. [Please see <http://www.acrl.org/ala/acrl/aboutacrl/acrlsections/collegelibraries/committeefinfo/meetingminutes.cfm> for information on posted minutes.]
- Kristin Vogel will follow-up on minutes with chairs, including Steven Bell in communication as necessary.
- Committee chairs should provide names of committee members who are eligible for and interested in reappointments to Irene Herold as soon as possible.
- Committee chairs should communicate specific appointment needs, such as any increase in committee size and the number of open spots, to Irene Herold as soon as possible.
- Outgoing committee chairs should work to identify an appropriate successor and communicate with Irene Herold for appointments.

- Everyone should encourage new volunteers to use the automated process for submitting their interest in an appointment.
- Irene Herold and/or Steven Bell will follow-up with Jules Tate regarding the responsibilities and term-length for the Nominating committee chair.
- Kristin Vogel will contact Amy Arnold for a written update on Clip Notes progress to attach to these minutes.
- Committee members will send comments to J. Michael Thompson about the proposed changes to the CLS section homepage.
- Committee chairs will consider ways the CLS wiki might be used to their group's advantage, both for facilitating work and for providing access to the section's membership.
- Steven Bell will provide committee members with the research survey URL.
- Committee members will provide feedback to Stacy Voeller regarding the language for the ProQuest Innovation in College Librarianship Award.
- Committee members will consider ways to use a written report to convey the work of the committee to Executive Committee in advance of the meeting in order to facilitate additional discussion of topics during the meeting. Kristin Vogel will send an email reminder regarding this.