

**Minutes of the Literatures in English Section, Executive Committee I Association
of College & Research Libraries (ACRL)**

**American Library Association (ALA) Midwinter Conference, Philadelphia, PA
Saturday, January 12, 2008, 8:00 - 10:00 am, Pennsylvania Convention Center,
Room 304**

FINAL

Present: Sophia Lesinska (Chair), Karen Munro (Vice-Chair and Incoming Chair), Meg Meiman (Secretary), Sara Seten Berghausen (Member-at-Large), Kristine Anderson, David Berona, Faye Christenberry, Angela Courtney, Priscilla Finley, Frank Gravier, Jaena Hollingsworth, Millie Jackson, Kathy Johnson, Juliet Kerico, Shawn Martin, Linda Stein, Laura Taddeo, and Melissa Van Vuuren.

Guests: Elizabeth Dupuis (ACRL board liaison), Adam Burling (ACRL staff liaison)

Call to order: 8:05 am

1. Welcome, introductions, call for additions and changes to the agenda

Sara requests a correction for agenda item 6 (the mentoring program), stating she will talk about the wiki and the LES directory, not the mentoring program. Sophie moves agenda item 4 (reports from committee chairs) up to agenda item 2, since some people have to leave the meeting early.

2. Reports from chairs

- Juliet Kerico, 2008 Chair of the Conference Program Planning Committee. The committee has all four speakers lined up for the program, and has received \$1700 for the total program budget (\$1200.00 from ACRL and \$500.00 from the LES Basic Services Budget). The committee is now working on promoting the event via a website and listserv distribution. Juliet thanks Jen Stevens for serving as the webmaster for the program. The Arts Section of ACRL is co-sponsoring the event in name only, and the committee hopes to bring in audience members from various ALA and ACRL sections (Arts, LES, Popular Culture, PLA, etc.). Angela Courtney, incoming chair for 2009, will help organize a discussion about the academic creation of digital text archives for the 2008 ALA Annual conference, and will narrow the focus of this topic in the coming months.
- Priscilla Finley, Chair of the Membership Committee. The topic for the General Membership meeting is "subject guides," specifically what's new and what is changing. Priscilla mentions that competencies can be used to assess subject guides, and at the general membership meeting she will be interested in hearing if anyone has pursued this. Sophie mentions that she will start the general membership meeting with a discussion about LES membership.
- Kristine Anderson, Chair of the Nominating 2009 Committee. The candidates for Vice Chair/Chair-Elect are Angela Courtney and Linda Stein; candidates for Secretary are Shawn Martin and Mary Claire Vandenburg; candidates for Member-at-Large are Millie Jackson and Stephanie Graves. Shawn will send out the list of candidates later. Sophie asks if the committee will meet at Midwinter; Christine says they will, but the committee won't spring into action until April, when they receive nominations.
- Kathy Johnson asks about LES having a presence at ACRL, and suggests a visit to a special collections library in Seattle, but suggests the listserv might be a better venue for discussion. She asks to add this to Monday's Executive II meeting agenda; if there isn't

time to discuss it, she will bring it up on the listserv.

- Linda Stein, Chair of the Publications Committee. Linda outlines recent issues related to LES online publications, including problems with the website, and describes two recent solutions the committee piloted – a wiki and a blog – after distributing printouts of each. Wiki adventurers include Vince Graziano, Aparna Zambare, and Aline Soules. Blog pioneers include Angela Courtney, Tim Hackman, and Leigh Anne Palmer. For the blog, the committee thought they would have to pay a fee, but they're working with the ACRL's blog (using WordPress), so there will be no fee. For the wiki, the free software on the ACRL wiki site caused problems due to limited authentication and excessive spam. The draft wiki created with the free version of PBwiki shows promise. The fee-based version of [PB]wiki (\$99.50 a year) would allow for expanded capability, including limiting public access while allowing LES members to contribute to it. Since ACRL doesn't provide wiki software, the committee seeks budgetary approval for \$99.50 a year.
- Ensuing discussion: Elizabeth Dupuis says that Mary Jane Petrowski is the only one who can approve the wiki and blog, but that it shouldn't be an issue. Karen asks if LES would move content from the main website to the wiki, such as the directory; Linda says that could be determined. Shawn suggests a dual system in which information that changes infrequently could be on LES's main site, with links to the wiki and blog, where users can update information as frequently as possible. He also suggests that LES should consider having a permanent site requiring little updating by one person on any given day. Since Shawn's term as webmaster ends in June 2008, training Christine Ruotolo (incoming LES webmaster), will be a priority. Other issues include wiki administration, given the amount of front-loading work to accomplish in the next six months, which will require 4-5 people; outlining the webmaster's duties, the webmaster's relation to the Publications and Executive Committees, how many people (and precisely whom) will be in charge of the LES site(s), dealing with a decentralized site in terms of findability and privacy, and clarifying each site's administrator(s). **Shawn suggests the webmaster, the wiki administrator, and possibly the Publications Committee chair meet and decide on the organization of the content. Karen recommends a written document stating this information (e.g., detailing which sites go where and who maintains them).** Sophie thanks Linda for her work, and Linda gives a shout-out to Vince Graziano, since he worked on the wiki and isn't even an official member of the Publications Committee. **Sophie moves to dedicate \$99.50 of LES's budget for the wiki. Motion was unanimously approved to have the Publications Committee work on the wiki for one year as a pilot.**

2. LES website challenges, problems, streamlining appointment of webmaster – see "Ensuing discussion" above

3. LES wiki and blog – see "Ensuing discussion" above

4. Brief reports, discussion of agendas for 2008 Midwinter - moved up to agenda item #2

5. Adam Burling's visit

Adam thanks everyone for their time, and Sophie thanks him for providing leadership. Christine asks about problems with spam from the old website that members would use to volunteer for LES committees; after the site switch, the old website hung there for a long time and sent reams of spam to Christine's email. Shawn mentions that he kept deleting the page under old system, but it may have resurfaced under the new system as an archived page, and he'll continue his treasure hunt for it. Karen suggests that a priority for the new LES webmaster is to handle the persistent link to the LES committee volunteer form, since users find this and get redirected to ALA's online form. Karen also reports that the new volunteer form works well thus far.

Adam reports that ACRL does have a free wiki. Discussion follows about its limitations--e.g., the top-level page, or "talk" page, remains open to anyone for comment and thus attracts spam, since there is no content on the page unless users provide comments (the spam *is* the content). Other

limitations to the wiki include allowing for only one administrator, and allowing anyone to create an account. Sophie updates him about LES's approval of \$99.50 for the wiki pilot. Adam reports that ALA moved to a new content management system, Collage, this past fall.

5a. LES members Kathleen Kluegel and Julie Grob (along with two teaching faculty members recruited by them) are going to present at the South Central Society for Eighteenth Century Studies conference. The LES Chair has forwarded to Kathleen and Julie the ACRL reimbursement forms for further distribution. Conference participants will need to fill in these forms and return them to the Chair of LES for her signature, after which the LES Chair will forward them to the ACRL program coordinator for issuing refund checks.

5b. A candidate for the new LES webmaster will be trained by ACRL this spring and should be ready to start managing LES website after the ALA 2008 Annual Conference in Anaheim.

6. Mentoring program – Sara asked for a correction to this agenda item and commented favorably on the use of the wiki for the LES directory.

7. Strategic plan for 2008 and 2009

2008 Strategic Plan: LES is sending LES members Julie Grob and Kathleen Kluegel, together with teaching faculty, to the February 2008 South Central Society for Eighteenth Century Studies conference. This was a redirection of the original 2008 strategic action plan, which first proposed sending LES representatives to national MLA conferences, but given minimal success, proposers re-routed their efforts to a smaller regional conference. (ACRL approved this redirection of effort.)

2009 Strategic Plan (1): LES proposed to send LES members and teaching faculty to another regional MLA conference, the South Atlantic MLA (SAMLMA). However, miscommunication about which LES members were committed to the 2008 Strategic Plan resulted in LES withdrawing the 2009 SAMLMA plan from ACRL's consideration. **Karen encourages members to collaborate with faculty who are using the LES information literacy competency guidelines for future regional conference participation.** Millie mentions that LES members can affiliate themselves with a larger division for MLA. Sophie asks Kristine and Millie to mention something at today's general membership meeting to energize support for this.

2009 Strategic Plan (2): Karen reports that LES's second strategic plan proposal for 2009 was to do a user-centered redesign of LES's website, but the proposal was declined "in an excellent way," because ACRL seeks to replace Stephanie Orphan as ACRL web manager, and LES is first in line to receive web support when this position is filled.

8. ACRL Vice President/President-Elect visits to General Membership Forum
Janice Simmons-Welburn from Marquette University and Lorie Goetsch from Kansas State University will visit the General Membership meeting. Sophie asks if the committee has special questions or issues we'd like to ask them. Kristine will ask the candidates what their president's program will focus on, and what their feelings are about each section having its own program, particularly if it isn't thematically related to the ACRL President's program. Kathy mentions it would be interesting to hear more from them about interest groups since it will be on the ballot.

9. Report on ACRL sections meetings and other issues

- Academic library trends, statistics, and assessment - Kathy reports that ACRL President Julie Todaro's focus for ACRL is data-driven assessment, and her goals include the recruitment and retention of ACRL members. Kathy mentions these issues are probably more important to administrators than others.
- Bylaws changes - Kathy describes the history of the changes we'll be voting on in the April ballot, specifically the addition of interest group formation for members who feel somewhat

adrift in ACRL. Since some members felt homeless (especially technical services librarians), ACRL responded with interest groups: each group is on a three-year term with a sunset clause, unless they choose to renew their group, and can put on programs at ACRL and receive budgetary privileges. ACRL is concerned about acting as a gatekeeper, and concerned that interest groups don't duplicate themselves. **In April, ACRL members will be able to vote to place this issue on the ballot.**

- Academic library issues – Karen mentions that at the ACRL Leadership Council Scott Walter talked about academic library issues, and that there will be a call to review ACRL's affirmations. Since Millie is on the Top Ten Assumptions committee, she can report back on this. **The Assumptions survey has already been distributed, and Sophie will distribute it via LES listserv.**
- Liaison roles – only ACRL can form these with other organizations, but there isn't a process for becoming an unofficial liaison to a scholarly organizations. Open slots for unofficial liaison-ships include the Association of University Professors and the Association for Educational Communications and Technology. Francis Malloy, Chair of the ACRL Council of Liaisons, is open to suggestions for liaison organizations, and open to furthering action plans and disseminating research competencies to other organizations. The liaison roles are information-sharing ones with three-year terms. Sophie suggests creating a committee to liaise with MLA, and coordinating efforts with WESS and SEES.
- Graduated dues – Elizabeth reports the ALA Executive Board discussed graduated dues based on salary, but decided to postpone it for the upcoming ballot.
- Open listservs – Elizabeth reports that ALA Council discussed making all listservs completely open (to other ALA members, vendors, anyone).
- Action plan and communities of practice – Kathy reports the ACRL Board is talking about challenging sections to contribute "big picture" ideas for the action plan, encouraging librarians within each section to consider—as a group—the crucial issues in our work lives and what ACRL can do to help. (The idea is to create continuity among members, instead of putting this endeavor solely onto the vice-chair's shoulders.) All ACRL sections, discussion groups, interest groups are collectively known as "communities of practice," and one significant proposed change to is to drop the requirement that each group have their bylaws approved in a two-year process, so that an interest group can (for example) decide to do change one of their operating procedures and take action six months later, instead of waiting for bylaws approval. ACRL sections that have larger membership are more "stable," whereas interest groups can form on an as-needed basis.

10. Agenda for Monday, Jan. 14 meeting.

Sophie suggests dropping this agenda item and returning to it on Monday.

Sophie announces the location and time for upcoming meetings, and thanks Elizabeth and Adam for coming. General good will and more thank you's before the rush for coffee.

Adjourned at 10:05 am.