

**ACRL Literatures in English Section
Midwinter 2014 Executive Committee
Virtual Meeting Minutes
Tuesday, January 21, 2014 10:00 am (EST)**

In Attendance:

Judith Arnold (Collections Discussion Group), Laura Braunstein (Publications Committee), Amanda Binder (Social Media Coordinator), Kristina De Voe (Planning Committee), John Glover (Member-at-Large and Reference Discussion Group, BiblioNotes Editor), Frank Gravier (Membership Committee), Arianne Hartsell-Gundy (Chair), Kristen Hogan (Reference Discussion Group), Naomi Lederer (Secretary), Hazel McClure (Collections Discussion Group), Amanda Rust (Virtual Participation Committee, Discussion List Moderator), Linda Stein (Website Editor), Laura Taddeo, (Vice Chair), Melissa Van Vuuren (Past Chair)

I. Welcome and introductions (Hartsell-Gundy)

II. Agenda approved.

III. Minutes from ALA Annual 2013 approved.

IV. Announcements from Chair (Hartsell-Gundy)

Report will take place later, after upcoming meeting.

V. Old Business:

A. Review of 2013/2014 LES budget, forecasts for 2014/2015 budget (all)

Budget for current fiscal year (2014) approved. It must be expended by August 15, 2014. Plan to spend \$100 for social at midwinter. As of 1/21/14 \$300 left over. Discussion over how to spend it; some kind of promotional material (swag), was suggested. Costs will be investigated.

B. Funding MLA Liaison (Hartsell-Gundy)

MLA liaison expenses discussed. Sara Wenzel's term will end in 2015 (it is a 3 year term). MLA Liaison represents LES at MLA and reports on anything relevant. Names were proposed and selection from WESS and LES. Discussion of guidelines for LES funding moving forward; recommendation is that LES not provide more than 25% of its budget, funds permitting ("subject to available funds"). Funds would need to be requested; not automatic. Report of conference to LES (verbal); has been published in LES newsletter. LES will ask WESS about funding from them.

Changes to the Governance Procedures, as provided by Linda Stein:

K2b. Proposals for substantive changes to these Governance Procedures must be brought to the chair, who will inform the Executive Committee of the proposals. Executive Committee will determine a suitable time period for commentary from the Sections membership and also will determine how to communicate the proposed changes to the Sections membership. Once the time for commentary has ended, the Executive Committee votes on the proposed changes. If the vote is taken electronically, it must be affirmed at the next Annual or Midwinter Meeting. The chair will oversee posting of the revised Governance Procedures to the Sections website, wiki, or other electronic media. The chair will also include a formal announcement of the changes in the next issue of Biblio-Notes.

See <http://www.ala.org/acrl/aboutacrl/directoryofleadership/sections/les/about/lesgovernance>

C. Emerging Leader co-sponsorship with WESS and SEES (Hartsell-Gundy)

Spent: \$333 for emerging scholar/leader. Co-sponsored Jonathan DaSo this year, a WESS member from Emory University.

VI. New Business

A. LES Task Force on Weeding Guidelines (Van Vuuren)

Task force is at data gathering and analysis stage; it is consulting textbooks and looking at other guidelines, particularly those pertaining to literature. Weeding Guideline may need to be created from scratch. After the group finishes its review of extant documentation, it will present its findings to Executive at Annual. Will try to have something for BiblioNotes (deadline is Friday April 18th).

B. Scheduling Virtual Meetings (Rust)

Rust forewent paying for any service. She made all of the reservations for all of the meetings. (Didn't know how it would work and how much support ALA gave.) To schedule, one fills out a form and must do a pre-meeting (practice session) to test software. It seemed seamless the first time. Rust proposed that for next Midwinter that scheduling done by individual LES Chairs. Synchronized meetings must be publicized. The Virtual Web committee will try put directions online. It was noted that discussion groups are the trickiest to do (lead, not schedule).

C. Digital Humanities Book Project (Hartsell-Gundy)

1. Laura Braunstein, Liorah Golomb, and Arianne Hartsell-Gundy have seen a lot of proposals from people inside and outside of LES. Katherine Deiss from ALA is very positive about the project.
2. One of LES's older publications, *LES: A Guide for Librarians in the Digital Age*, is still selling. Katherine Deiss is interested in a second edition. Previous author is not interested in revising (has retired). Will ask for volunteer(s).

D. ALA Annual Conference schedule (Hartsell-Gundy)

The draft schedule was shared; corrections noted by those attending will be made before sending off.

VII. Reports:

A. Chair: Hartsell-Gundy

1. Wrote a letter of support of support on behalf of section on creation of Digital Humanities Interest Group.
2. In addition to Task Force for Weeding Guidelines, LES is tasked with providing a statement on primary materials. Kathy Johnson is interested in leading this, but there has been no recent response or report. New members are likely welcome. Braunstein mentioned that MLA is also updating its Statement on Primary Materials.
3. Social at Midwinter will be Saturday January 25th in Philadelphia.
4. Would like to have a Social at Annual in Las Vegas. Asked if anyone interested in planning it; no takers.
5. Someone on the Facebook page expressed interest in a boot camp for humanities librarians. Would a pre-conference workshop work for this? Van Vuuren mentioned that pre-conferences involve less red tape than programs. Noted: is there any benefit to LES?; there is a good audience for it; doing it with History might be a good idea, so humanities, not just literature (RBMS a possible collaborator).
6. Meeting minutes are due February 14th to ACRL.

B. Vice-Chair/Chair-Elect: Taddeo

1. Mainly working on committee volunteers, need additional nominating committee members by February 1st.
2. Need volunteers by February 15th; 1st for conference and planning.

C. Past Chair: Van Vuuren

1. On weeding guideline task force; nothing to report.

D. Secretary: Lederer

1. No report.

E. Member-at-Large: Glover

1. Discussing swag. \$100 is suggested amount for test run swag. Pens suggested. Will examine possibilities and get report on best idea(s) in early February so ready by annual. Will ask if ALA/ACRL will store items (as they do brochures).

F. Membership: Gravier

1. Will send a report to Executive.
2. Highlights: moving forward on establishing a calendar of conferences, etc. of interest to section members; it could provide opportunities for LES members to network. Rust mentioned that this would be a way to promote regional events. Perhaps emerging leaders could work on this project.
3. The mentorship program is going well.
4. Planning a panel for annual on career paths to literature librarianship.

G. Virtual Participation: Rust

1. Has been going well. ALA provides nice support with virtual meeting software. Helps set it up, etc. Hardest thing is discussion groups because large groups; monitor chat and leading discussion. Trying to build a tip document—that will recommend that one discussion leader monitor chat and the other do the rest. Business meetings largely OK; it is discussions still have difficulties.

H. Planning: De Voe

1. *LES Governance Procedures* were reviewed. Planning wants Executive to be aware of how because LES has moved Midwinter meetings online, that virtual participation at meetings (section meeting are open to registered attendees) has made the registration aspect possibly problematic. Still have language of registered and attending in the *Procedures*.
2. In the *Procedures* “Purpose” section, the topic of inclusive language came up. Resources related to Literature in English is getting broader and interdisciplinary (such as Rhetoric/Composition, Linguistics, Digital Humanities, etc.). Calls section name into question. Perhaps “Literature in English and English Studies”?
3. Other general edits. Grammatical fixes. Will follow up with Publications—have a suggestion for Procedure change in archives section of LES document. Discussing an organization scheme for our goals and objectives to more closely align with ACRL’s current Plan for Excellence. Will work more on this at annual and feedback from Executive will be requested.
4. Planning examined *Research Competency Guidelines for in Literature in English* re: ACRL updated standards/ guidelines. These are up for revision; an open forum at midwinter. Rough draft expected by mid-February. Version of news standards desired at annual. Previously were going to interview English faculty and use of guidelines, in light of digital humanities, etc. Believes it is better to wait before any large-scale revisions because of how it will impact our competencies.
5. Something for the newsletter about the forum. (De Voe attending Midwinter forum.)

I. 2014 Conference Program Planning: Oberhelman

1. Sent a report about Annual Conference planning. Topic is embedded cultural communities in Europe and the Americas.

J. 2014 Nominating Committee: Hartsell-Gundy for Christenberry/Braunstein

1. Full slate of candidates.
2. Encouraged everyone to vote.

K. Reference Discussion Group: Glover/Hogan

1. Set up meeting on January 28th at 1pm CST. Practice session went well.

L. Collections Discussion Group: Arnold/McClure

1. Did survey for topics: DDA programs; collaborating on collection agreements, and updating LES's statement on primary materials.
2. 40 people is a lot to manage, but should be fun.

M. New Members Discussion Group: Hartsell-Gundy for Situ/Watson

1. Not planning virtual meeting.

N. Publications: Braunstein

1. Bibliography project. Ruth Boeder working on project. Zotero where being loaded. Boeder sent poster proposal to annual (has not heard back yet).
2. Discussed whether we need a keeper of the passwords for accounts (Zotero, Facebook Twitter) current in section's name, not a person's. Suggested Secretary as good repository for passwords. After discussion, Secretary, Chair, Vice Chair/Chair-Elect, Past Chair, and Social Media Coordinator seemed a good solution.

O. Social Media Coordinator: Binder

1. New section Gmail account created for social media. Social Media Coordinator is current keeper of passwords for Gmail, Twitter and HootSuite accounts. Private space in ALA Connect proposed as backup.
2. Binder would like information sent to her (in addition to the listserv) so she can post it on the LES Blog and promote through Facebook and Twitter. Especially as it relates to important section news and events.
3. Asked if we should switch from Facebook group to a page. Have to be a Facebook member to see Facebook group whereas anyone can view a public Facebook page. Facebook page would also make it possible to schedule posts to promote events and news. Would need to have transition period (several months) to notify members about the switch.

P. BiblioNotes Editor: Glover

1. At Annual talked book reviews.
2. Might do a "wayback machine" for old Biblio-Notes content.
3. Would like to do "editor's column"; there is precedent for it.
4. Wants to diversity content between Fall and Spring issues.

Q. Website Editor: Stein

1. Social media sites now all standard; important to have correct URL when sending things out.
2. LES wiki is now section archive. Send things there, such as: program bibliographies and handouts.
3. After inquiry, it was deemed that the wiki is for older, not current materials, but recommended as place for drafts of items (along with older versions).
4. Zotero and Website version of bibliography are up.
5. Social information is on wiki.

R. Discussion List Moderator: Rust

1. 538 members on the list. Number was around 480-90 two years ago.
2. Things seem to be going well.

VIII. Adjourn

Respectfully submitted by Naomi Lederer, Secretary.