

In attendance: Kristina DeVoe, David Oberhelman (chair), Sarah, Schmidt, Aline Soules, Melissa Van Vuuren (LES chair), John Venecek

1. Welcome and introductions

The meeting was convened at 1:00pm Central Time.

2. Announcements

None

3. Virtual Midwinter 2013 Update

a. Virtual Midwinter 2013

David reported that all the LES standing committees except for the Membership Committee, which was undergoing a change in its leadership, had scheduled a virtual meeting. LES Exec was scheduled for January 23, 2013 at 11am-1pm Central Time.

b. WebEx host assistance

David requested some back-up assistance from committee members for meetings he could attend due to conflicts. Kristina DeVoe, who is also the Planning Committee Chair, would be the host for her committee's WebEx meeting.

c. Discussion Groups

David reported that plans were being drawn up for virtual discussion group meetings, and he was in touch with the co-chairs and Faye Christenberry, who could schedule them in the Univ. of Washington Adobe Connect site.

4. Surveys

a. Meeting Participants

We decided not to have a separate survey of participants pending a general survey for the membership

b. LES Membership

After the 2013 Virtual Midwinters meetings, David would form a subcommittee to work on a survey to be sent to the LES membership to gauge their feelings about continuing with all virtual meetings for Midwinter 2014 and beyond. Aline Soules volunteered the use of her personal SurveyMonkey account for the survey. Melissa Van Vuuren suggested that we contact the LES Member-at-Large Harriett Green and ask her to serve on the subcommittee. The subcommittee would be in late February, create the survey by late March, send it out via LES-L, and gather the results by mid April. David would work with the subcommittee to summarize the results and prepare a report for the LES Executive Committee on Midwinter

2014 and possibly beyond. The report would be presented at the 2013 Exec meetings in Chicago at ALA Annual.

5. Best Practices/Tips Sheets

<http://literaturesinenglish.pbworks.com/w/page/54601917/Best%20Practices%20for%20Online%20Meetings>

We will continue to revise the best practices sheet, and will advertise it more with LES committee chairs and members.

6. Other Business

The future of our WebEx subscription will be discussed at the Exec virtual meeting.

7. Adjourn

Meeting was adjourned at 1:50pm Central Time.