

## Mary Ghikas

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**From:** Mary Taylor  
**Sent:** Tuesday, April 14, 2009 3:23 PM  
**To:** LITA Board  
**Cc:** Mary Ghikas; David King  
**Subject:** eParticipation Implementation Task Force update

Below is an interim report from the eParticipation Implementation Task Force:

LITA created the Electronic Participation Task Force to help answer ALA's question: "if ALA provides Internet connectivity in hotels as well as the convention center for Annual Conferences and Midwinters, what can we do to help regular committees (as opposed to governance groups) use it (e.g., develop a toolkit, tip sheet, actual on site help) to connect with absent members at no additional cost (e.g., no conference calls requiring telephone lines, etc.)?"

To answer that question, the eParticipation Task Force was given this assignment: To explore the possibilities for providing technical support to committees which need to include absent members using Internet connectivity. To develop an implementation plan for the 2009 Annual Conference.

- \* Identify levels of support needed and appropriate tool for each level;
- \* Identify existing tools and develop new tools as needed;
- \* Identify services that might be needed;
- \* Determine best ways of providing tools and services.

Here's where we are so far:

[http://wikis.ala.org/lita/index.php/EParticipation Task Force Recommendations](http://wikis.ala.org/lita/index.php/EParticipation%20Task%20Force%20Recommendations)

**Conference Session Types & Sizes:** As of now, we have determined the different types of conference sessions and committee meetings that take place at an ALA conference. The task force has focused on what we're calling the "90%" - the majority of meeting/session types. We have not yet tackled the "10%" - meetings like ALA Council or Executive Boards that are governance groups and might require a different level or type of eparticipation.

**Toolkit Options:** This table lists out the meeting/conference session types and provides options for electronic participation for each. 4-5 options is given for each meeting type.

**Support:** This document suggests ways to troubleshoot when using the tools and services listed in the Toolkit Options table.

What's Next:

- we still need to address troubleshooting/support. Is our Support document enough, do we need to create video tutorials for each option in the table, does LITA need to provide some volunteers with phones that help out ... or something else entirely?
- 2009 annual conference plan: we have yet to discuss this. Decisions here are dependent on the levels of Internet access to be provided at Annual. I will need to speak with Mary Ghikas and/or Mary Taylor to determine this, then the task force can adjust our Toolkit Options accordingly.

If you have questions or comments, feel free to email David Lee King (chair) - [davidleeking@gmail.com](mailto:davidleeking@gmail.com)

# EParticipation Task Force Recommendations

## From LITALibrary2.0

Here are the recommendations of the eParticipation Task Force.

Back to [BIGWIG ([http://wikis.ala.org/lita/index.php/BIGWIG#Instructional\\_Materials](http://wikis.ala.org/lita/index.php/BIGWIG#Instructional_Materials)) ]

Conference\_Session\_Types\_&\_Sizes - Lists out the types of conference sessions/meetings that take place at an ALA conference. The task force has focused on what we're calling the "90%" - the majority of meeting/session types. We have not yet tackled the "10%" - meetings like ALA Council or Executive Boards.

Toolkit Options - Below is a table of session types matched with suggestions for live eparticipation.

Tool kit Options

meeting type	Option 1	Option 2	Option 3	Option 4	Option 5
small committee meeting	conference call	podcast	live blogging, twitter	live video feed	live audio feed
mid-size committee meeting	conference call	podcast	live blogging, twitter	live video feed	live audio feed
medium sized planning/discussion/breakout session	live blogging, twitter	live audio feed for moderator	live video feed	(or should twitter be its own option?)	-
conference session	podcast (+slideshare?)	live blogging, twitter	live video feed	live audio feed	-
panel discussion	podcast (+slideshare?)	live blogging, twitter	live video feed	live audio feed	-

troubleshooting - This document suggests ways to troubleshoot when using the tools and services listed in the Toolkit Matrix.

Still to do - Figure out implementation plan for 2009 conference.

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