

**Minutes of the Literatures in English Section, Executive Committee II Association of College & Research Libraries
(ACRL)
American Library Association (ALA) Annual Conference, Anaheim, CA
Monday, June 30, 2008, 10:30 am – 12:00 pm, Doubletree Guest Suites**

DRAFT

Present: Sophia Lesinska (Chair), Karen Munro (Vice-Chair and Incoming Chair), Meg Meiman (Secretary), Angela Courtney (incoming Vice-Chair), Kristine Anderson, Faye Christenberry, Priscilla Finley, Frank Gravier, Millie Jackson, Kathy Johnson, Juliet Kerico, Shawn Martin, Elizabeth Peterson, Chris Ruotolo (incoming webmaster), Linda Stein, Laura Taddeo, and Melissa Van Vuuren.

Guest: Adam Burling, Program Coordinator, ACRL

Call to order: 10:31 a.m.

1. Welcome, agenda approval, and announcements

Sophie moves to approve the agenda. Karen suggests that the LES Executive Committee reports be moved to last, so that Angela (who has to leave early) can contribute to the strategic planning agenda item. Sophie moves to approve the agenda with changes; Karen seconds the motion. Approved.

Angela announces that the LES program for the 2009 Annual Conference about digital repositories of humanities texts was approved this morning.

2. Housekeeping tasks and issues

- Sophie reminds the committee about the transfer of LES bylaws into ACRL's new form for policies and procedures. The deadline for completing the transfer is Midwinter 2009, and the Planning Committee will begin reviewing LES's existing bylaws and transferring them to the new template, before sending them to LES Exec for review.
- Sophie distributes information about LES's operating budget, which is \$750 for basic services. (This budget does not cover items such as brochures, which come from a separate budget.) Of the operating budget, \$150 remains, and it must be spent by August 15, since the fiscal year runs from August 31-September 1.
- Sophie suggests that Kathleen Kluegel's report on her presentation at the 2008 South Central Society for Eighteenth-Century Studies conference should be sent to Adam, with an abridged version for the print copy of *Bibliotes*. Karen suggests that the wiki and LES-L would be two additional venues for her report, since it will let everyone know what's happening. Since it is a publications task, Linda will work with Kathleen to post her report. Karen also suggests someone could interview Kathleen, in the same way the Publications Committee did with Angela after her book was published. Laura mentions that the wiki could host her report, and the blog could host the interview and conversation. Karen adds that if Kathleen's report is posted to the wiki, it should be clearly posted as the outcome of a LES Action Plan, in such a way that future Action Plan outcomes can be posted with it. Kathy adds that we could develop an additional category in the wiki for LES strategic action plans and their outcomes in future.

3. Strategic planning and the LES 2009 Annual Program

Kathy reports that the Planning Committee discussed ACRL's and LES's strategic plans, and will set up a Google document to refine the draft of the LES strategic plan (leaving much of it intact), then submit it to LES Exec by August 15th. After getting feedback from LES Exec, the Planning Committee will finalize a version of the LES strategic plan by Midwinter. The Planning Committee will also refine and edit LES's policies and procedures before transferring them to the ACRL template. Finally, they discussed the state of literature librarians within the context

of digital humanities, and the need to assess what kinds of involvement librarians have, and the degree to which librarians are involved in digital repositories of humanities texts.

Karen suggests that since the LES 2009 Annual program will be about open access and digital humanities, LES could partner with another ACRL section to host this, or perhaps host a program about advocacy in scholarly communication, while being careful not to commit too many resources to it, since the LES Action Plan is only a one-year plan.

Other suggestions for ways that LES can use its 2010 Action Plan to ally itself with the ACRL action plan include:

- hosting a preconference on advocacy in scholarly communication (Karen suggests this, and Adam notes that proposals for funding for preconferences should be kept separate from the proposals for action plan funding, since they're separate budget lines);
- hosting a web clearinghouse for the numerous open-access sites already available, while understanding it presents the issue of maintaining it (Angela); and
- addressing the issue of humanities data sets generated within academia (Kathy)
- creating a tipsheet for restructuring our meetings to handle the action plan – specifically, propose to ACRL that our action plan is to help them with their action plan (i.e., offer best practices and recommendations), and possibly use our budget to hire an advisor (Karen)

Karen states that the LES board liaison will be best person to ask about using action plan money for programming. She and Angela will discuss these ideas further via email with Beth Dupuis. If other people have additional ideas for the 2010 LES Action Plan, they should get in touch with Angela.

Sophie proposes the idea of a cultural events task force that could be responsible for organizing events at annual, using the example of a tour of Newberry library. Kathy suggests forming a small ad hoc committee to work on this, rather than having it become part of the Planning Committee's portfolio. Adam will pull list of names to help LES with cultural events in Chicago.

4. LES Executive Committee reports

- Reference Discussion Group – Melissa reports that 25-30 people discussed online modules and uses of the wiki. They also discussed the future of bibliographic control, departmental office hours and how well they're working, and the need for more collaboration between the LES blog and the Reference Discussion Group.
- Nominating Committee – Kristine reports they met and decided who they will ask/arm-twist into running for committee positions.
- Collections Discussion Group - Faye mentions they had two representatives – one from YBP and one from Blackwell – discuss collection development issues, including selecting primary literature, and collecting graphic novels and leisure reading. They're also interested in compiling core authors for specific areas (e.g., the top 20-25 Victorian authors), and will send this out to the listserv to see if anyone is interested in helping to create this guide.
- Membership Committee - Priscilla reports the General Forum presentations centered on critical theory, and that the committee wanted to give new members the opportunity to participate in a short-term way (e.g., brief presentations about critical theory). The meeting was a bit shortened, which cut down on interactivity. At their all-committee meeting, they discussed the future of mentorship program and leveraging both the wiki and the directory to help with this, by augmenting directory so that members can mention their research interests and goals (e.g., collaborating on publications and instruction, getting help for tenure file review, being a conference ambassador, and helping new members get their footing at conferences). They will send out a questionnaire asking members to help with this project; Chris Ruotolo and Elizabeth Peterson will talk about how to automate this survey. The committee also selected a discussion topic for midwinter forum: guided discussion about active learning exercises focused on literature research instruction. Volunteers will talk about this in the context of literature research

competencies. The committee aims to have interested members upload their materials ahead of time, so the Membership Committee can review them and select speakers.

- Bibliionotes – Laura mentions there is nothing new to report.
- Publications Committee – Linda reports that everyone loves the wiki. She encountered problems with payment (her check wasn't cashed for 5 months). Adam suggests talking to PBWIKI about paying ahead of time; if they agree, Adam can send them funds and directly debit it from LES's budget. Linda also reports that the blog has progressed, though she's disappointed at low posting numbers, but states that members are beginning to post comments from discussion groups and put up their handouts there ahead of time. She also suggests having a member of each committee post information about that committee on the blog. While the ideal would be to segment it and select which ones get RSS feeds, this will cost money. Elizabeth agrees, stating the dream for the LES directory is a dynamic database, but that costs money. In the meantime, information from the survey can be put into Excel and uploaded to the wiki or the blog.
- New Members Discussion Group – [Sophie reports in Frank's absence] – four new members arrived, and everyone asked questions regarding spending discretionary funds, developing a liaisonship with ACRL, and working with WESS. Karen suggests scheduling the New Members Discussion Group immediately before social hour, to increase attendance at both events.

Adam makes three announcements before having to depart:

- the new ALA website will launch on August 15th
- ACRL will redesign their own website within the next one-two years
- ALA Connect, the new online community, will beta test in September and launch in October

Adam also clarifies his role, stating he is a liaison for ACLR sections and staff and relays news to each group, and also performs administrative duties (processing reimbursements, assisting with action plan funding, and working with the ACRL Board to get items approved). Karen asks if ACRL would consider lengthening the two-week timeline for sections submitting their action plan funding request, since the vice-chair of each ACRL section has so little time to get oriented before having to submit a request. Adam states this probably will not change soon, given ACRL's procedures (the board has to receive, review, and provide feedback on 30+ proposals), and suggests discussing funding plans at Midwinter. Karen states that this is a real challenge, and she would like to mention this again, since it is difficult to for vice-chairs to plan out scenarios so far ahead of time.

The committee discusses ways to address this problem:

- ACRL can support the planning process by offering orientation meetings and examples of plans to incoming chairs sooner in the planning cycle (Karen)
- include within LES's policies and procedures the stipulation that LES Exec will identify and present three areas of high energy/concern to the incoming vice-chair (Kathy)
- codify planning by shifting it to the Midwinter conference and create standing agenda item for it (Karen)
- create a tipsheet for restructuring our meetings to handle the action plan – specifically, propose to ACRL that our action plan is to help them with their action plan (i.e., offer best practices and recommendations), and possibly use our budget to hire an advisor (Karen)

For the final suggestion, Kathy suggests getting Beth Dupuis's input to ensure ACRL's interest. Karen asks if the Planning Committee will craft a separate document about tips for dealing with an action plan. Kathy agrees, and adds that one of her committee's goals is to put everything in rhymed iambic pentameter. Shawn suggests limericks. The committee riffs on this a while.

Kathy moves to send a formal thank-you from LES EXEC to Juliet Kerico for hosting a super program, and Sophie seconds the motion, and agrees to write a letter for Juliet. Sophie will write formal thank-you letters for all committee members.

5. Passing the gavel

Sophie thanks us, and formally passes the gavel to Karen Munro.

Karen moves to adjourn the meeting, and everyone seconds it. Approved.

Meeting adjourned at 11:40 am.