

RBMS Instruction & Outreach Committee
2020 Midwinter Meeting, Philadelphia, PA
Sunday, January 26, 1 PM-2 PM EST
Location: Loews Building, Adams Room

Zoom Call-in info: <https://byu.zoom.us/j/290533796>

Committee Members Attending: Andi Gustavson (co-chair), Maggie Kopp (co-chair), Rachel Makarowski, Sarah Horowitz

Committee Members Calling In: Ikumi Crocoll, Jillian Sparks, Anne Bahde, Kate Collins, Christine Cheng, Maureen Maryanski, Kellee Warren, Kelli Hansen, Allison Newman, Emily Kader

Committee Members Absent: Heather Smedberg

Visitors: Will Hansen, Blynn Olivieri, Ginny Boehme, Heather Cole, Courtney Dalton, Julie Cismoski, Allison McClanahan

Minutes: Anne Bahde

1. Welcome and introductions
2. Selection of minute-taker
3. Announcements and call for additions to agenda
4. Subgroup reports
 - a. Communications (Kate)
 - i. Midwinter Goals
 1. Another group call with TPS subgroup to focus on promotion of TPS Collective products
 - a. Call to be scheduled
 - b. April newsletter will tie in with TPS content directly featuring a short preview piece of an upcoming Notes from the Field essay.
 - c. Continue to find more ways to use the TPS to promote news and committee output
 - i. Professional development opportunities are listed in the discussion forum
 - ii. A section of the bimonthly newsletter highlights what's new on TPS
 2. Revisit/re-evaluate communications and liaison goals from first iteration of the subgroup
 - a. A call with IOC chairs is scheduled for February 4th
 3. Attend other committee meetings at Midwinter to ask how formal a liaison they would like
 - a. Re-evaluate whether the liaison relationship as the committee as a whole needs to rest with this subgroup. We needed as a new

committee to forge these connections. The network has been developed. Can this role be moved to a whole committee level?

- ii. Looking towards Annual goals
 - 1. Communications map? Map who all does the same work? Look at the [spreadsheet](#) again. Put on the RBMS site?
 - 2. Continue with the newsletter and Twitter chats
 - a. Consider sustainability of these efforts and how to keep up newsletter as committee members rotate off
 - 3. Refine goals and TPS Collective support throughout the year
 - iii. Newsletter Stats
 - 1. 417 contacts, 410 subscribers as of January 2020
 - 2. December 2019 newsletter: 407 subscribers, 45.1 % opens (181)
 - 3. Compared to January 2019: 319 subscribers, 55.3% opens (176)
 - 4. September 2018 newsletter: 244 subscribers
 - 5. Our audience is fairly engaged and steadily increases. The switch to bimonthly newsletters has helped with time management. People are engaged with our Twitter chats, but we are not seeing many responses to our call for submissions.
- b. Outreach Toolkit (Christine Cheng)
- i. Handout to review: [Elements of Outreach for Midwinter](#)
 - 1. Content based on our review of RBMS job postings from January-July 2019 and relevant journal articles (see Bibliography and Works Consulted in Elements of Outreach for Midwinter)
 - 2. To define outreach, the committee reviewed job posting and journal articles, check out Bibliography and Works Consulted to see which.
 - 3. This is considered a living document which will change/evolve over time.
 - 4. Will decide on timeline for feedback soon
 - ii. Requests for feedback!
 - 1. Plan to refine document based on feedback
 - 2. Once the document is finalized, begin working on deliverables
 - iii. Ideas for deliverables:
 - 1. Create guidelines on best practices for doing outreach with K-12
 - 2. Guidelines on how to do outreach on a shoestring budget
 - 3. Webinars:
 - a. In addition to the ideas mentioned above, presentations on curriculum mapping
 - 4. Brainstorm time!
 - a. Other suggestions?
 - b. Please send feedback to the Outreach Toolkit Subcommittee at: rbms.ioc.outreach.toolkit@gmail.com
 - c. Feedback due on Friday, February 28
 - 5. From Blynn Olivier: Has the committee explored community archives or other community organizations as a dimension of outreach or a part of the toolkit
 - a. Open to exploring all types of institution or arrangements
 - b. Toolkit needs to be broad and flexible enough to apply to all types of institution / arrangements

- c. So many different directions - what goes into an outreach toolkit?
Open to listening to particular areas of interest.

- c. Teach the Teacher: Report from Emily Kader

- i. Goal: Develop and plan RBMS programming: Seminar on Critical Race Theory in the Primary Source Classroom: co-sponsored by IOC and the Diversity Committee (officially accepted and going on the program)
 - 1. Moderator: Grace Adeneye (U. of Delaware)
 - 2. Panelists: Sarah Carrier (UNC), Analú López (Newberry), Gregory Samantha Rosenthal (Roanoke College), Kellee Warren (U. of Illinois at Chicago)
- ii. Goal: Collaborate with TPS Collective and contribute content: Recurring professional development opportunities shared with TPS
 - 1. Contributing to professional development forum
- iii. Goal: Develop and plan webinars
 - 1. webinars and future goal to do outreach to ILS programs and encourage them to teach how to teach with special collections
 - 2. How can we make webinars a sustainable program?
 - a. Set a goal, something like 2 webinars a year
 - b. One in May and one in July/August
 - c. Get IOC agendas to discuss speakers and themes
 - d. Webinar brainstorming: crowdsource presenters at next IOC meeting
- iv. Goal: Consider long-range planning related to primary source instruction and outreach in LIS education
 - 1. This remains a future goal

- d. TPS Collective (Reporter: Anne Bahde)

- i. We've made great progress on the goals we set to have accomplished by Midwinter, but still have some progress to make.
 - 1. Roles filled: Bibliography Minder will be SAA partner Jen Hoyer, who is also the editor of the SAA Teaching with Primary Sources series. The Forum Leaders will be (for now) Matt Herbison and Matt Strandmark.
 - 2. Cross-promotion plan: Worked with Jillian and others this fall to [begin charting this](#). It is an evolving document! But this is a good start and we are appreciative of our colleagues in Communications subgroup so actively helping with promotion.
 - 3. Resources submission: This is the one that we still need to make more progress on. Anne, Maureen, and Heather will be digging into this intensively in February, so look for more soon.
- ii. Other updates:
 - 1. Notes from the Field had an active Fall with several posts shepherded through the process of recruitment, review, and polish. We've gotten great feedback on both series and appreciation from the TPS community. Kudos to Carly Sentieri, Maureen Maryanski, and Kelli Hansen for helping this crucial resource through its first six months, including a shift

to blind peer review and working with all the authors. Thank you to our authors too!

2. Roles: We are still actively looking for participants in the TPS Collective (please fill out [this form](#) if you are interested in participating!) We are looking for Notes from the Field contributors (both the Reflective Practice and Practical How-To series), peer reviewers for those posts, contributors to the Forum, Resource contributors, and more.
 3. Forum: The 3T group is promoting professional development opportunities in a thread here and we're grateful for their effort (ongoing) to work with TPS Collective. We have more planned together as the result of a productive November meeting, stay tuned.
 4. Statistics: Excellent usage of the site so far; as of November 650 unique new users and analytics show that visitors spend a goodly amount of time on the site. We want to take a closer look at stats in the coming months.
 5. Over the spring we will be working hard on Resources section, reforming some site hierarchy, recruitment of participants, working on documentation and sustainability. Several of us will have more bandwidth to devote to TPS Collective over the spring, so stay tuned!
5. Update on TPS Unconference at RBMS 2020
- a. Rachel is serving as co-chair and liaising with IOC, Local Arrangements, and Unconference planning team from SAA
 - b. IOC/TTT subgroup exploring the relationship with Unconference, which is why we didn't propose a workshop this year
 - c. Next planning call will be February 12th at 1pm Eastern/10 AM Pacific
 1. [Notes](#) are updated with each call, so you can catch yourself up
 2. Let Rachel know if you want to be on the ground to help the day of the Unconference
 3. The registration form has been edited and is mostly set to open when RBMS registration opens in Mid-February
 4. Keynote possible, could be recorded!
 5. ACRL may not be interested in promoting on RBMS site
 6. Is there any way we can seek further ways to cross-promote? Promote through RBMS Newsblog and Newsletter; Conference blog
 7. Maggie and Andi will follow up with Exec/Conference Planning
 8. Suggestion for panel around Ithaka study
 9. Would Unconference want to put in a funding request for Budget and Development? Possibly supported by IU.
 10. For scholarship recipients- how can we make sure that we aren't preventing participation in the program? Maybe talk to the SAA folks and see how they have answered that question?
6. Additional discussion topics from attendees

7. Next steps