

**AMERICAN LIBRARY ASSOCIATION
ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES
College Libraries Section, Executive Committee Minutes
ALA Annual Meeting: 2004
Orlando, Florida**

Table of Contents:

- [June 26, 2004](#)
- [June 29, 2004](#)

**Minutes of the CLS Executive Committee Annual Meeting
June 26, 2004, 9:30 am**

Participants: Susan Richards, Damon Hickey, Rick AmRhein, Melinda Dermody, Steve Stoen, Charles Getchell, Catherine Lee, Nancy Magnuson, Chris Millson-Martula, Bill Nelson, Helena Rodrigues, David Wright, Daniel Ortiz, Jo-Ann Michalak, Mickey Zemon, Kitty McNeill, Alice Bahr, Liz Chabot, Jules Tate.

Call to Order: Chair Susan Richards opened the meeting at 9:30 am by welcoming the Executive Committee members.

Adoption of the Agenda: The agenda was approved without changes by a unanimous vote.

CLS Chair's Report – Susan Richards

Susan reported for Mark Cain that there were no by-laws changes and that he conducted a virtual orientation for new officers. Susan reported for Scotty Cochran on the ACRL Virtual Meeting Task Force with two handouts: 1) a summary of the activities of the taskforce, and 2) the full report of the task force. The June issue of C&RL News will include a feature on virtual meetings. The ACRL fiscal year closes on 8/31 and all forms need to be in by 8/15.

Chair Elect's Report – Damon Hickey

Damon thanked all who agreed to chair committees. He has a few appointments to go. A list was sent out (a few errors were found and subsequently corrected). Contact information is now linked with the ALA database – please send all changes to ALA. In Sections Council there was a discussion about eliminating Midwinter (brought up by ULS). A discussion ensued regarding the nature of virtual meetings. It was stated that more people can be involved in virtual meetings than in face-to-face meetings. Proposed rule: No more than one third of any committee can be virtual and that the Vice Chair be consulted on virtual members. Damon moved, Bill seconded. The vote was unanimous.

The new liaison for the ACRL Board will be Lori Goetsch. She will join us on Tuesday.

Members at Large Report

41 people attended that Friday Night Feast. For the first time this year, they set aside 10 slots for new members (there were six takers). We need to consider the best way to get the new

members list. Haworth donated \$1250 this year (less than in the past). More people came when it was free. Adena led a round of thanks to Melinda for organizing the dinner.

Committee Reports

Nominating 2005-2006 – Mickey Zemon thanked all of the members of the Nominating Committee and handed out the ballot, which was unanimously approved.

CLIP Notes – David Wright said that the Committee would meet later this morning. They had a virtual meeting on 4/21 with very good participation. There have been lots of proposals. They worked very hard to get one new publication, “Marketing and Public Relations Practices,” out by ALA. Two more are in process and a third has its survey ready. They have added about 45 new institutions to the survey group. A committee member has been identified to step in as chair next year.

Communications – Catherine Lee reported that their meeting will be tomorrow and that they have identified a new newsletter editor. Catherine reminded all present to refer to the section as the “College Libraries Section.” (Emphasis on “Libraries” as plural)

Conference Program Planning (2004) – Christopher Millson-Martula announced that many postcards and emails had been sent out promoting tomorrow’s program. Last year’s program was poorly attended.

Conference Program Planning (2005) – Carolyn Sheehy will report on Tuesday.

Continuing Education – Charles Getchell stated that his committee would meet on Monday. He is interested in connecting with other continuing education groups within ALA. One topic of interest is the generation change in library services.

Leadership Committee – Lis Chabot reported for John Jaffe. Larry Hardesty will be moving to the University of Kansas at Kearney, but he will still be able to coordinate the New Library Directors Program. Planning a cosponsoring meeting with ALTCS about a possible program in Minneapolis.

Membership – Helena Rodrigues reported that more than 500 brochures went out to state chapters to promote new membership. Letters to new, dropped, and reinstated members are now done electronically. As of the end of April: 289 letters sent for new members (some were returned); 62 people were reinstated; 346 were dropped. 24 replies were received indicating reasons for dropping. These included retirement, financial, move to a non-academic position, some wanted to be reinstated, and some were no longer in ALA.

Research for College Librarianship – Inga was not in attendance, but sent an email to Susan. Steven Bell will be the incoming chair.

Standards Committee – Jules Tate (incoming chair) said that they will be having a meeting later today. The workshop on standards yesterday was well attended and well done. The ACRL Standards Task Force adapted the College Libraries Standards to make standards for all academic libraries as one. There were very few changes, but we need section approval on the

change in terminology from “college” to “institution.” Bill moved, Damon seconded. Passed unanimously. There were two new suggestions for guidelines in the standards: 1) guidelines for the use architect, space, and planners; and 2) benchmarks for student/computer ratios. They will be asking for white papers to be written.

Discussion Group Reports

The Library Director’s group will meet tomorrow with usually 40-45 in attendance. The group needs a co-chair. The medium sized libraries discussion group usually has 60-75 in attendance. Jo-Ann is the outgoing chair and Daniel thanked her for her service. Both groups will report back on Tuesday. It was suggested that the groups could advertise on the ULS and CJCLS listserves.

New Business

We have received a request from the Women’s Study Section to co-sponsor a program. We had agreed to co-sponsor in the past, but it just didn’t happen. There a basically no objections as long as the program doesn’t conflict with one of our programs.

Susan asked about the convenience/inconvenience of the Tuesday meeting. Most who are able to attend, stay only for that meeting.

Adjournment

Susan adjourned the meeting at 10:02 a.m.

Minutes of the CLS Executive Committee Annual Meeting June 29, 2004, 8:30 am

Participants: Susan Richards, Damon Hickey, Rick AmRhein, Tara Fulton, Stephen Stoen, Carolyn Sheehy, Melinda Dermody, Steve Stoen, Daniel Ortiz, Helena Rodrigues, David Wright, Bill Nelson, Catherine Lee, Lori Goetsch (incoming ACRL Board Liaison), Lois Cheperon (outgoing ACRL Board Liaison), Mary Jane Petrowski (ACRL Staff Liaison).

Call to Order: Chair Susan Richards opened the meeting at 8:30 am by welcoming the Executive Committee members and guests.

Adoption of the Agenda: Susan asked that Liaison Reports a and b be moved up to before the Committee Reports. There were no objections.

ACRL Staff Liaison Report – Mary Jane Petrowski reported that she received the ACRL Survey cross-tabs and will be forwarding them to the CLS Chair and Membership Chair. The Rosters for 2004-2005 will be up on the web by 7/1. Vice-Chairs will be able to see the 2005-2006 rosters so that they know what committees need appointments. The ACRL Board will be asked to approve the conference proposals.

ACRL Board Liaison – Lois Cherepon passed out the new strategic plan. The next phase will be implementation. The ACRL Conference will be in Minneapolis. Please email her if you are interested in volunteering. The 2007 ACRL Conference will be in Baltimore. Mary Reichel will be

chair and will soon be making appointments. The ALA 2010 member survey needs to be in by July 3rd. One of the hot topics will be a possible dues increase. The Dues Task Force Report is up on the web. Comments can be made at the ACRL Board Meeting or by email to the ACRL President, members of the Board, or the ACRL Executive Director. There was a discussion about open access and the report about taking ACRL publications into open access.

Committee Reports

CLIP Notes – The Marketing CLIP Notes may have sold out in the ALA Store. The Special Collections compilers have been given a deadline to produce a draft. There is a draft survey on three topics: 1) Copyright, 2) Plagiarism, and 3) Emergency Planning Procedures. The committee is looking at possible electronic surveying. It is now the responsibility of the committee members to update the CLIP Notes web pages.

Communications – Catherine Lee reported that the newsletter editor is Ann Garrison (Swarthmore) and will completely take over after Midwinter. New member profiles will begin on the website. The archives from the Wooster era of COLLIB-L seem to be gone. Damon will look into recovering them. A recommendation was made to the Executive Committee for some changes to the bylaws concerning who can be chair of a committee and proposed striking the sentence, “another committee member shall serve as its chair.” Damon spoke in support of the motion. It was moved by Catherine Lee and seconded by Bill Nelson. The vote was unanimous. The proposed change will be sent out. It needs to be approved by the ACRL Board by the end of Midwinter. The Chair will forward it to the ACRL Bylaws Chair.

Conference Program Planning (2005) – Carolyn Sheehy reported that the CLS program proposal was submitted to the ACRL Board for a vote. We have requested the Sunday, 10:30-12:00 slot and anticipate about 250 to attend. There are three co-sponsors.

Continuing Education – Charles Getchell will submit his report in via email (attached to these minutes)

Leadership Committee – John Jaffe is unable to attend and will submit his report in writing.

Membership – Helena Rodrigues discussed the possible dues structure change. There is some anxiety regarding virtual meetings. She has reviewed the committee’s work and suggested a restructuring of the new member letter. Letters will go out to Library Science students. The CLS brochure will be reviewed every two years. There was a discussion about subscribing new members to COLLIS-L. The sections will be submitting a report on outreach activities to ACRL.

Research for College Librarianship – Steven Bell will be the incoming chair. The committee is compiling a list of coaches for assistance in publishing and presenting.

Standards Committee – Bill Nelson reported that his committee had visitors from the Continuing Education and Communications Committees. There will be a summary report on the combined standards and its implementation. The committee is interested in developing guidelines for engineers and architects for academic buildings. There is also interest in developing benchmarks for computer/student ratios.

Discussion Group Reports

Tara reported that the Library Directors Discussion group was scheduled in a bad location and there were only about 25 participants at three tables: 1) Virtual Reference, 2) Personnel, & 3) Planning, Marketing, Visioning. Daniel reported that the Medium-Sized Libraries Discussion Group also had a bad location and only about 30 people participated. They discussed instruction and reference, Libqual, etc. May want to follow up with a web seminar or a webcast on assessment. He is considering conducting a short web survey to determine topics.

Liaison Reports

ACRL Standards and Accreditation – Bill Nelson reported that there are three items to be approved at the ACRL Board Meeting: 1) ILL of Rare and Unique Materials, 2) Distance Learning Services, & 3) Standards for Libraries in Higher Education (if approved, College Library Standards will be rescinded). A new task force is being established on Media Resources in Academic Libraries. Bill Nelson will chair.

ACRL Membership – Helena stated that she had already reported on these activities.

ACRL Research – Steven Bell will attend the meeting and report on it.

ACRL Government Relations – Mickey Zemon will submit a report in writing.

ACRL University Library Section – Daniel was not able to attend the meeting due to conflicts. Lori Goetsch did attend part of the first meeting. The standards document was discussed and some time was spent on bylaws discrepancies. Their membership program was held on Saturday afternoon (at the Conference Center) and 250-300 attended.

Information Items and Announcements – Catherine said that there is an ACRL White Paper on Open Access (82 pages) and that comments should be sent to her for forwarding.

Susan thanked everyone for their work in the Section.

Helena led a round of thanks to Susan.

Adjournment

Susan adjourned the meeting at about 11 a.m