

Association of College and Research Libraries
 ACRL Board of Directors Meeting I
 Midwinter Meeting
 Los Angeles, California
 February 6, 1994
 AGENDA
 Revised 2/5/94

| Item | Information (I) Discussion (D) Action (A) | Doc. # | Presenter |
|--|---|--------|-----------|
| Open microphone session (27 minutes) | | | |
| 1.0 Announcements | (I) | | Kirk |
| 2.0 Adoption of the Agenda | (A) | | Kirk |
| 4.5 → 3.0 Approval of Annual Conference Minutes | (A) | 3.0 | Kirk |
| 4.0 Review of Executive Committee Minutes | (I) | 4.0 | Kirk |
| 5.0 Consent Agenda | (A) | | Kirk |
| <p>In order to allocate more Board time to the matters of highest priority, it is recommended that we develop a consent agenda for more routine matters on which there is little perceived need for debate or on which more meaningful debate will take place in other forums and need not be repeated in the Board's discussions. We will act on these items as a group. Any item may be removed from the consent agenda if any member of the Board of Directors requests separate consideration of the item. The following items are placed on the consent agenda:</p> | | | |
| 5.1 English and American Literature Discussion Group Petition for Section Status | | 5.1 | |
| 5.2 Medium-sized Libraries Ad Hoc Committee Petition for Discussion Group Status | | 5.2 | |
| 5.3 Request From STS Past Chair to Waive Registration Fees for Preconference Planners | | 5.3 | |
| 6.0 Budget and Finance Committee | | | Peischl |
| 6.1 FY1993 Final Report | (D) | 6.1 | |
| 6.2 FY1994 First Quarter Report | (D) | 6.2 | |
| 6.3 Registration fee cancellation policy for preconferences, conferences, workshops | (A) | 6.3 | |

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Midwinter Agenda

| Item | | | Doc. # | Presenter |
|-----------------|--|----------------|-------------------------|-----------------|
| 6.4 | Internet Workshop with CNI in Miami: 1994 | (A) | 6.4 | |
| 6.5 | RBMS Request for Funds, 1994 | (A) | 6.5 | |
| 7.0 | 1994 Board Planning Session Follow-up | (D) | | Kirk/Sullivan |
| 8.0 | Request for a Preconference | | | |
| 8.1 | LPSS | (A) | 7.1 | Browar |
| 8.2 | RBMS | (A) | 7.2 | Tibbetts |
| 9.0 | Image Task Force Report | (A) | 8.0 | Cravey |
| 10.0 | Intellectual Freedom Task Force Report | (A) | 9.0 | Noyes |
| 11.0 | College Library Director Mentor Program | (I) | 10.0 | Kirk |
| 12.0 | ACRL Colleagues Committee Report | (D) | | Kirk |
| 13.0 | Recruiting People of Color to the Profession | (I) | 12.0 | Kirk |
| 14.0 | 1994 Orientation for Member Leaders | (I) | | Kirk |
| 15.0 | Vice-president/President-elect Report | (I) | | Martin |
| 16.0 | Executive Director's 1994 Objectives | (A) | 16.0 | Kirk |
| 17.0 | First Quarter ACRL Operations Report | (I) | 17.0 18.0 | Jenkins |

(ref.mwagenda.94)

**Association of College and Research Libraries
Midwinter Meeting, February 4-8, 1994
Los Angeles, CA**

ACTION INVENTORY

| AGENDA ITEM # | ACTION TAKEN | FOLLOW-UP REQUIRED | DATE COMPLETED |
|------------------|---|--|--------------------------------------|
| 5.1 | Approved establishing the English and American Literature Section | Taylor will inform Discussion Group chair of Board's action and next steps; set up ACRL files; inform Gerald Hodges, Membership Services, of new section and changes in membership application form; update ACRL membership application and other literature to reflect new section. | Feb. 17, 1994 <hr/> April 1994 |
| 5.2 | Approved establishing the Medium-Sized Libraries Discussion Group. | Taylor will inform chair of Ad Hoc Committee, chair of CLS and ULS of Board's action; update ACRL literature to reflect new discussion group; set up ACRL files; inform Ad Hoc Committee chair of next steps. | Feb. 17, 1994 <hr/> Feb. 17, 1994 |
| 5.3 | Agreed to retain existing policy on conference and preconference registration fee requirements for program planners, and established a task force to research the issue and make recommendations. | Taylor will inform STS past chair and the chairs of sections of Board's action; assist chair of Activity Section Council in recommending members to ACRL President to serve on task force; clarify charge and provide to section chairs, and task force members; set up ACRL files. | March 3, 1994 <hr/> March 4, 1994 |

| AGENDA ITEM # | ACTION TAKEN | FOLLOW-UP REQUIRED | DATE COMPLETED |
|------------------|--|---|-------------------|
| 6.3 | Approved fee cancellation policy for preconferences, conferences, and workshops. | Taylor and Jenkins will inform section chairs and preconference program planners and ask that refund policy statement appear in brochures for 1994 preconferences. Davis will include it in this edition of the <i>Guide to Policies and Procedures</i> . | Feb. 25, 1994 |
| 6.4 | Approved budget for 1994 CNI/ACRL Internet workshop. | Staff to work with CNI staff and presenters. | Feb. 17, 1994 |
| 6.5 | Approved funding to support RBMS standards distribution. | Taylor will inform RBMS of Board's action. | March 11, 1994 |
| 7.0 | Agreed that a subgroup of the Board should meet to identify strategic directions (priorities) for ACRL using the information gathered from leaders in the 1994 planning session. | Kirk will develop strategy and identify subgroup participation. | April 1994 |
| 8.1 | Approved LPSS concept for a 1995 preconference. | Taylor will notify section vice-chair of Board's action and next steps. | Feb. 25, 1994 |
| 8.2 | Approved RBMS concept for a 1995 preconference. | Jenkins will notify section vice-chair of Board's action and next steps. | Feb. 25, 1994 |
| 9.0 | Accepted the final report from the Image Task Force and asked the Executive Committee to inform the Board on how it should respond to the recommendations at its 1994 annual conference meeting. | Jenkins will place item on agenda for spring Executive Committee meeting in Chicago, April 22-23, 1994. | March 24, 1994 |

| AGENDA ITEM # | ACTION TAKEN | FOLLOW-UP REQUIRED | DATE COMPLETED |
|------------------|---|---|--------------------------------------|
| 10.0 | Approved establishing the Intellectual Freedom Task Force as a standing committee of the Board. | Taylor will inform Intellectual Freedom Task Force chair of Board's action and next steps; work with president and vice president/president-elect to appoint members to serve on the committee; set up new committee files. | March 15, 1994 |
| 11.0 | Approved the College Library Section proposal to the Council on Library Resources for a second 2-year funding of the College Library Director Mentor Program and its administration outside the ACRL structure. | Kirk will send thank you letter to appropriate Eckerd College official and letter of commendation to Larry Hardesty as program manager. | April 1994 |
| 16.0 | Approved Executive Director's 1994 performance objectives. | Jenkins will report accomplishments to the Board at the spring meeting, April 22-23, 1994. | April 1, 1994 |
| 19.1 | Approved amendment to ECLSS By-Laws. | Taylor will inform the Constitution and By-Laws Committee Chair and ECLSS Section Chair of Board's action; Fair will prepare by-laws revision for 1994 ballot. | March 15, 1994 March 11, 1994 |
| 19.21 | Endorsed NII Principles with recommendation that the word "gender" be added to item #1 under "First Amendment and Intellectual Freedom" Principle. | Jenkins will inform Government Relations Committee chair and copy Washington Office. | Feb. 25, 1994 |
| 19.22 | Endorsed resolution on LSCA Reauthorization. | Jenkins will inform Government Relations Committee and copy Washington Office. | Feb. 25, 1994 |

| AGENDA ITEM # | ACTION TAKEN | FOLLOW-UP REQUIRED | DATE COMPLETED |
|---------------|---|---|----------------|
| 19.23 | Endorsed resolution on HEA II Appropriation. | Jenkins will inform Government Relations Committee chair and copy Washington Office. | Feb. 25, 1994 |
| 19.24 | Endorsed resolution on the Elementary and Secondary School Media Act. | Jenkins will inform Government Relations Committee chair and copy Washington Office. | Feb. 25, 1994 |
| 19.25 | Endorsed resolution on Funding For Library of Congress. | Jenkins will inform Government Relations Committee chair and copy Washington Office. | Feb. 25, 1994 |
| 19.3 | Approved ACRL Guidelines for the Loan of Rare and Unified Materials. | Taylor will inform RBMS chair, ACRL Standards Committee and ALA Standards Committee, print guidelines for distribution. | March 14, 1994 |
| 19.31 | Approved ALA/SAA Joint Statement on Access Guidelines for Access to Original Research Materials. | Taylor will inform RBMS chair, the Society of American Archivists, and ALA Standards Committee; print statement for distribution. | March 14, 1994 |
| 19.32 | Approved a process for rescinding "Guidelines on Manuscripts and Archives." | Taylor will inform RBMS Chair, ACRL Standards Committee, ALA Standards Committee and the SAA. | March 14, 1994 |
| 19.33 | Approved revised edition of "ACRL Guidelines on the Selection of General Collection Materials for Transfer to Special Collections." | Taylor will inform RBMS chair, ACRL Standards Committee and ALA Standards Committee; print standards for distribution. | March 14, 1994 |
| 20.1 | Approved extending deadline for Planning Committee review through September 1, 1994. | Jenkins will inform Planning Committee chair. | Feb. 25, 1994 |
| 20.2 | Approved extending deadline for Afro-American Studies Librarians Section review through September 1, 1994. | Jenkins will inform AFAS chair and copy Planning Committee chair. | Feb. 25, 1994 |

| AGENDA ITEM # | ACTION TAKEN | FOLLOW-UP REQUIRED | DATE COMPLETED |
|------------------|--|---|---|
| 20.3 | Accepted report from Planning Committee on Anthropology and Sociology Section review and voted to approve its continuance as an ACRL section. | Jenkins will inform the ANSS chair and copy the Planning Committee chair. | Feb. 25, 1994 |
| 20.4 | Approved change in name and charge for the Audio-Visual Committee. | Jenkins will inform the Audio-Visual Committee chair and copy Planning Committee chair. Taylor will make name change for ALA Handbook of Organization and ACRL files. | Feb. 25, 1994 ongoing tentative June 1994 |
| 21.0 | Approved in concept ACRL draft response to ALA Self-Study unit assessment questionnaire. | Kirk will use comments from Board meeting to update draft, circulate to Board members for review and submit to Self-Study Committee before March 15, 1994. | March 4, 1994 |
| 22.1 | Approved \$4,000 in FY1994 budget to support ACRL Leadership Institute in Miami. | Kirk will send out letters of invitation to ACRL leaders and potential leaders. Staff will work with facilitator to organized the day. | March 3, 1994 |
| 22.2 | Approved \$3,500 in FY1994 budget to support travel, lodging and per diem for Board members working on the subgroup to identify strategic directions for ACRL. | Kirk will develop strategy and identify subgroup participation. | March 24, 1994 |
| 22.3 | Approved an additional \$6,000 to the FY1994 budget for a stronger promotion plan for the 1995 National Conference in Pittsburgh. | Jenkins will inform the National Conference Executive Committee of Board's action. | March 11, 1994 |

| AGENDA ITEM # | ACTION TAKEN | FOLLOW-UP REQUIRED | DATE COMPLETED |
|---------------|--|---|---------------------------------------|
| 22.4 | Approved 1995 preliminary budget. | Jenkins will submit preliminary budget to ALA administration for COPES review. | Feb. 22, 1994 |
| | Approved an additional \$25,000 to Initiative Fund for FY1994. | Jenkins will inform ACRL units of Board's action. | March 7, 1994 |
| 23.0 | Approved changes to the ACRL policy on cosponsorship. | Taylor will provide ACRL units with a copy of revised statement. Mary Ellen Davis will update section in ACRL Guide to Policies and Procedures. | March 28, 1994 |
| 25.0 | Kirk asked Phipps to review Section 54 of the ALA Policy Handbook and report recommendations to Executive Committee in time for the spring 1994 meeting. | Phipps will prepare recommendations for the Executive Committee to consider on Section 54 ALA Policy Handbook. Jenkins will distribute report to rest of Board and submit final copy to OLPR. | March 1, 1994 <hr/> March 24, 1994 |
| 28.0 | Approved the establishment of a Preconference Registration Policy Task Force. | Taylor will inform section chairs of task force establishment and the Activity Section Council chair of its role. Kirk will appoint members to Task Force. | March 3, 1994 <hr/> March 4, 1994 |

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