

Masthead Logo

ILA/ACRL Minutes and Reports

7-31-2015

ILA/ACRL Executive Board Minutes, July 31, 2015

Association of College and Research Libraries. Iowa Chapter

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ILA/ACRL Executive Board Meeting Minutes
July 31, 2015
University of Iowa, Main Library, Room 1140
10:00-11:30 a.m.

Present: Anne Marie Gruber -- President (University of Dubuque); Sara Scheib -- President-Elect (University of Iowa); Kristy Raine -- Secretary/Treasurer (Mount Mercy University); Dan Chibnall (Grandview University); Carrie Dunham-LaGree (Drake University); Rebecca Funke (DMACC, Ankeny Campus); Mary Heinzman (St. Ambrose University); Jenny Parker (Clarke University); Amy Paulus (University of Iowa); Pam Rees (Grandview University); Ericka Raber (University of Iowa); Andrew Welch (Drake University).

Absent: Jill Jack (Coe College); Leila Rod-Welch (University of Northern Iowa)

1. Welcome and Introductions

Anne Marie Gruber introduced John Culshaw, University Librarian (University of Iowa). John welcomed the group to the Main Library and the university's Learning Commons. John noted that group study rooms experience high demand (33,000 reservations in first year of operation); the new music library will open in the summer of 2016. The Main Library will host a copy of Shakespeare's First Folio in 2016 and is completing new gallery space in the Learning Commons. The university's Mobile Museum will be featured at the Iowa State Fair; faculty are now offered one year checkout periods. John noted his leadership with the national ACRL board and its upcoming strategic planning retreat in August.

Anne Marie offered thanks to Sara Scheib for making board meeting arrangements; Rebecca Funke was welcomed as a new board member.

The meeting was called to order at 10:08 a.m.

2. Approval of Executive Board Minutes from May 12, 2015

Minutes of the May 12, 2015 meeting were distributed earlier via email and a Google Drive link. No additions or corrections noted. Motion by Anne Marie to approve the minutes, as distributed.

3. Treasurer's Report

Kristy noted the chapter's July 1, 2015 balance was \$6,213.23. Since the last board meeting, a May disbursement of \$2,116.30 was made for catering expenses at the spring conference (Drake University). Two June disbursements totaling \$169.55 also occurred. Data will be continuously updated as new reports are received.

4. Committee and Representative Reports:

- **Awards (Dan Chibnall)**

Dan noted that three applications have been received for the chapter's PR award; the committee will discuss entries and has received no submissions for the logo contest. Advertising is underway for the fall conference scholarship. Dan noted discussion as to moving the legacy awards to the spring conference; many members do not attend the fall ILA conference, possibly suggesting the change. Carrie noted that the awards could be included with the spring lunch meeting; Amy noted that the membership list is usually updated in the fall. Carrie noted option of using December roster for potential March awards. Anne Marie noted her interest in a spring recognition event.

- **Electronic Communications (Andrew Welch)**

Andrew noted the committee's plans to restructure the directory of libraries to show only director information and to link to staff rosters. Files from the legacy site are being assessed and moved to the Drupal site. Andrew noted continuing discussion on opening site content (requiring no login to portions); currently 45 pages stand behind the login, requiring account to see content. Sara noted the chapter membership list was part of this content; Carrie's quick assessment of the site noted past officers and committee rosters remain locked, as well as past membership lists.

Discussion progressed with the *Catalyst* now being available without login; should ILA/ACRL newsletter also follow same model? Is it exclusively a membership benefit? Sara noted members do not receive a login upon joining ILA/ACRL; Mary cited membership is encouraged by having a newsletter open to viewing. Discussion continued that past rosters could be placed on the Google Drive; Carrie and Andrew noted an executive board login that may be appealing option.

- **Fall Program (Amy Paulus)**

Amy noted the chapter's fall conference programming:

The preconference session will be titled “Active Teaching and Learning: Applying the Information Literacy Framework” and will be led by Dr. Jean Donham. Small group leaders will include Becky Canovan, Carrie Dunham-LeGree, Anne Marie Gruber, Chris Neuhaus, Sara Scheib, and Susan Vega-Garcia. The session will occur on Wednesday, October 14 from 10:00 a.m.-3:00 p.m.

The first concurrent session will be “College Readiness: Building K-16 Information Literacy Foundations.” The session will feature Ericka Raber, Pam Rees, and Denise Rehmke as co-presenters. The session will meet from 11:05-11:55 a.m. on Thursday, October 15.

The second concurrent session will be titled “Collaborative Professional Development: Creating Your Own Opportunities.” The session’s panelists will be Amy Blevins, Anne Marie Gruber, and Mara Egberman. The session will be held on Friday, October 16 (11:20am-12:10pm) at the fall ILA conference.

Amy also noted changes to the fall conference work routine; as chair, she has experienced little involvement in the planning. She suggested the duties of the chair may need to be revised; Sara noted an interest in waiting to see if change is needed. A possible reduction in committee members may be warranted. Amy noted ILA is directly communicating with speakers to generate publicity; committee has been outside those discussions. Ericka noted ILA did contact her group directly; ILA should also communicate with the fall chair. Amy noted sessions being on track due to leadership within the panels (Jean Donham and Anne Marie Gruber).

Rebecca noted that the fall conference schedule will appear in the next issue of the *Catalyst*. Updated descriptions of programs are now available; Amy noted costs and times of pre-conference events usually set by program chairs. Rebecca noted no attendance caps on pre-conference sessions; \$30.00 charge for ILA members; \$40.00 for non-members.

- **Membership (Jenny Parker)**

Jenny reported, as of June 30, 137 current members in the chapter. Jenny shared chapter membership patterns via graphs; year-end data, for multiple decades, also shown. Rebecca noted high membership levels in 1990s may equate to past, large staffs at libraries. Sara noted specialized hires may have tendency to join own organizations, not ILA/ACRL chapter.

Jenny noted slight adjustment in membership totals from ILA office. Data is received monthly by Jenny, Sara, and Anne Marie. List includes current members and ILA members who indicate academic library employment (but have no ILA/ACRL membership). The latter group is approached for potential membership.

The Ambassador Program now features 15 members. Some members indicate interest in more communication about board activity. Promotion of program could occur via newsletter. Sara suggested sending past minutes and upcoming agenda to Ambassadors to make personal connection.

Jenny contacted Steve Ostrem (University of Iowa) concerning the ILA-ACRL listserv. Current membership list indicated roughly half of paid ILA/ACRL members participate. Melissa Primus has suggested Google Groups as vehicle for new list, using current list to populate the new effort. Membership assessment could occur in March; purge of last year's records would be followed by export of all new data. New members would be continuously added, as they joined, until the following March.

Discussion then progressed on whether the list should be exclusively for paid members? Melissa Primus' office would assume that the list would reflect only paid members. Steve Ostrem suggested a move from the U of IA servers. A traditional email list may still be viable; anyone with an interest could subscribe. Anne Marie noted some vendors are on the current list; Rebecca noted vendors could subscribe to Facebook page. Carrie and Mary noted that vendors are ILA members. Carrie also expressed an interest in more members for the list and potentially combining the IPAL and ILA-ACRL lists.

How to determine interest in proceeding with the listserv? Jenny noted possible survey to determine interest; Anne Marie noted various opportunities for feedback. Is the listserv of value to the membership? Sara noted retired librarians had recent presence on the list; Andrew noted hesitancy in having two lists and Facebook could be the official platform. Anne Marie noted the membership committee could summarize the board's questions and take a quick chapter poll on interests. The results could be discussed at the October business meeting.

- **Newsletter (Leila Rod-Welch)**

No report from the newsletter committee, at this time.

- **Nominating (Sara Scheib)**

Sara announced ongoing work of the nominating committee. Jenny Parker will continue as membership committee chair; Amy Paulus will continue as fall program chair. Cara Stone (Grandview University) and Ellen Neuhaus (University of Northern Iowa) have accepted nominations for the At-Large position. She shared the names of two nominees for secretary/treasurer: Kimberly Babcock Mashek (Iowa Library Services) and Jennifer Sterling (William Penn University).

Motion by Ericka to approve the list of nominees for executive board openings; seconded by Dan. Motion approved.

Sara noted no candidate for VP/President role; is there an option to approve candidates via email? Dan noted ability to approve via email.

- **Spring Conference (Rebecca Funke)**

Rebecca noted she has had initial contact with the conference committee and asked about 2015 conference evaluations. Pam noted they are available. Rebecca asked about focal points for the committee; Anne Marie noted the positive response to an IPAL/ACRL combined conference, locating the event in central Iowa, and mixed reviews on having the event in March.

- **K12/Higher Ed Ad Hoc Committee (Pam Rees)**

Pam noted 2014-15 data is now available; details were shared at the spring business meeting. A final report details that eight institutions enrolled in the study and only four returned data. Five institutions will participate in 2015-16; only four may return data for analysis (given past outcomes). Upcoming participants -- DMACC, Grandview University, Wartburg, and Buena Vista University. Ericka asked about possibly working with the University of Iowa and is willing to make inquiries. Pam noted no interest from ISU for project; there is also no real knowledge of how the data is being used locally (at the institution).

Scores reflect content testing on a ninth grade level; level selected mostly due to time limitations. The report summarizes history and trends associated with the project; report may be placed on the website or distributed via the listserv. Ericka asked if the findings could be packaged for different audiences. Mary noted the importance of sharing information with state and national legislators.

Anne Marie noted the importance of sharing the data with value-added guidance. Pam noted creating an “elevator speech” and linking to the full report. Ericka and Mary noted how the results could emphasize the need for teacher librarians. Mary stressed the data could provide additional leverage needed to place teacher librarians in the schools.

- **ACRL Government Relations Representative (Mary Heinzman)**

Mary noted the recent reauthorization of the Elementary and Secondary Education Act (ESEA) and its passage in the U.S. Senate. Iowa Senators have indicated their support

for teacher librarians in all schools, not merely within districts. Legislation, proposed by Senator Harry Reid, authorizes librarian in every school.

The Fair Access to Science and Technology Research Act (FASTR) has the requirement of a six month embargo on federally-funded research projects. Following the embargo, the research is then free to access. The bill has passed half of the federal legislature and is on a fast track to passage by the full Congress.

- **ACRL Chapter Council Representative (Ericka Raber)**

Ericka noted her completion of the chapter's annual report, using past minutes to discuss the chapter's strategic goals. Sara noted the report could be placed on the ILA/ARCL website's report page.

5. Unfinished Business

- **ILA-ACRL/IASL College Readiness Joint Committee (Ericka Raber & Anne Marie Gruber)**

Anne Marie began discussion by noting the "ILA-ACRL/IASL College Readiness Joint Committee" document, drafted by herself, Dan Chibnall, Ericka Raber, and Sara Scheib. The committee's background, description, membership, time commitment, and meeting structure are detailed. Full content of the document follows:

ILA-ACRL/IASL College Readiness Joint Committee

Drafted by Anne Marie Gruber with assistance from Dan Chibnall & Sara Scheib

Background

The ILA-ACRL Board approved a proposal put forth by the association's Information Literacy Task Force on 12 May 2015. For complete proposal approved by ILA-ACRL Board, see below. The proposal supports creating a joint committee with Iowa Association of School Librarians in order to support K-12 library programs, ensure collaboration to provide strong K-16 information literacy efforts throughout the state, and continue the 1st-year college student assessment pilot now entering its 3rd year.

Committee Description

This committee is to develop and support information literacy initiatives across the state of Iowa in conjunction with IASL. The committee's project areas could include, but need

not be limited to, assessment, research, outreach, advocacy, and curricular support.

Examples of specific committee activities include:

- Continuing the 1st-year college student assessment pilot & communicating the results to various constituencies (academic librarians, school librarians & administrators, state legislators, etc.).
- Members serving as liaisons to Area Education Agencies (AEAs).
- Presenting workshops or sessions at AEAs and academic/school librarian or other conferences upon request.

Committee Members

Total of 6 members, with at least 3 each from ILA-ACRL and IASL. Additional membership from the Community College Librarians Roundtable would also be welcome. Academic and school librarian co-chairs would be optimal. ILA-ACRL members will be appointed by the Vice-President/President-Elect, in consultation with the Nominating Committee and complete membership will be approved by the Board. The committee will have a liaison relationship to both (all) Executive Boards & the academic librarian chair or co-chair will serve on the ILA-ACRL Board.

Time Commitment

At this time, there is no specific time commitment. Except for the time spent as an AEA Liaison, the committee works on projects initiated by its members. Time commitments vary by project. All members work together in order to minimize the time impact. Most projects require an average of 2-3 hours of time.

Meetings

Nearly all committee business is conducted electronically. Occasionally a face to face meeting may be called by the chair, if the circumstances warrant it. Occasional travel may be required to conduct workshops or in-person meetings. Members are encouraged to attend conferences hosted by the other association to promote communication and understanding of each other's initiatives.

Draft ILA-ACRL By-Laws Language***The ILA-ACRL/IASL College Readiness Joint Committee will:***

- i. Be co-chaired by an ILA-ACRL member Co-Chair appointed by the Vice-President/President-Elect, in consultation with the Nominating Committee; the IASL member Co-Chair will be appointed by the IASL Board.*
- ii. Consist of at least six members, including the Co-Chairs, with ILA-ACRL representatives appointed by the Nominating Committee and IASL representatives appointed within IASL. Three members will continue from previous year, if possible; at least 3 members will be IASL members; participation by community college librarians will also be encouraged.*
- iii. Support K-12 library programs, ensure collaboration to provide strong K-16 information literacy efforts throughout the state, and conduct assessment & advocacy.*

Original proposal approved by ILA-ACRL Executive Board on May 12, 2015:

ILA/ACRL IL Task Force Recommendations

Based on discussions at 2/17/15 and 3/6/15 meetings attended by:

Pam Rees, Leslie Ross, Julia Dickinson, Sara Scheib, and Ericka Raber

Submitted to ILA/ACRL Board President Anne Marie Gruber by Ericka Raber

April 2, 2015

Reminder of Charge:

1) **How can we continue the assessment pilot?** The K12/Higher Education ad hoc committee coordinated this pilot for 2 years so far, and valuable data has been collected & disseminated to various audiences.

2) **How can we continue partnering with IASL to support school library programs/school librarians?** The K12/Higher Education ad hoc committee has interfaced with IASL as well as AEAs to provide information about college-level research expectations for students. There is still valuable work to be done in supporting K-12 library programs by demonstrating how vital school libraries are to college readiness.

3) **How can we provide IL-related professional development opportunities for Iowa academic librarians?** There is strong interest in continuing conversations about IL (teaching & assessing, especially in light of the forthcoming Framework) beyond what we already offer at conferences on this topic. The Iowa Private Academic Libraries (IPAL) group has an active & informal interest group on this topic, and the Directors' Summit held in October included some conversation of furthering IL collaborations across institutions. Should ILA/ACRL lead in these efforts, and if so, how? One option might be to co-sponsor the IPAL interest group (their website is here in case you're not familiar: <http://ilove-instruction.blogspot.com/>).

Introductory Comment:

We had discussed keeping the three charges separate, but we have come to the conclusion that it would be best to combine the first two charges into a single initiative.

Recommendations:

Assessment Pilot and Partnership with IASL

The Task Force strongly felt the need to formalize a committee that could work on projects that are mutually of interest to ILA/ACRL and ILA/IASL, and to that end, we are suggesting the creation of a joint division-level committee that would include members from both ILA/ACRL and ILA/IASL. Both the assessment pilot project and the ILA/IASL-ILA/ACRL partnerships fit nicely under the umbrella of “College Readiness,” and the committee felt that both ILA/ACRL and ILA/IASL could benefit greatly from working together on these efforts. Other suggested committee names include “School to College” or “School to College Transition.”

Suggestions for Committee Charge and Organization:

The following recommendations should be considered in conversation with IASL representatives.

Both ILA/ACRL and ILA/IASL would commit to having 3-4 members on the committee. The group should be as inclusive as possible so that other ILA members, such as Community College Roundtable members, can participate.

The assessment project could be one of the responsibilities of the ACRL side of this committee.

The committee should have a liaison relationship to both ILA/IASL and ILA/ACRL Executive Boards. Liaison positions may be appointed or assigned, or perhaps the Chair might take on this responsibility. Committee liaisons may be members of the committee who also serve on one of the Executive Boards or Members-at-large may fill this role of ensuring good communication between the Board and the new committee.

One possible next step would be to approach Chelsea Sims, Iowa City teacher librarian and ILA Exec Board Member, to see how this idea would be received among ILA/IASL, and if ILA/IASL could commit 3-4 members on the proposed joint committee. We should also discuss committee options with ILA Exec Board to determine how best to establish the joint committee within the ILA structure.

Related Discussion and Consideration for Future Efforts: The Task Force recommends that the committee continue to develop and maintain communication with directors from IPAL, the State Universities, and community colleges. The Task Force strongly supports the idea of taking the assessment project to the state level, perhaps with the help of college and university library directors. This would give ownership of the project to the directors, and more schools may be encouraged to participate in the program.

IL Professional Development Opportunities

The Task Force felt that this charge will be addressed by the newly established Professional Development Ad Hoc committee, proposed by Dan Chibnall at the March 9 ILA/ACRL Board Meeting.

Ericka asked if the word “pilot” could be changed to “study.” Anne Marie noted enthusiasm from IASL for the committee’s description and the larger document. Mary suggested a joint meeting of IASL/ILA-ACRL, at the fall conference, to test interest in the committee document. Ericka noted contacting the ILA conference committee to explore possible meeting time.

- **Should Newsletter duties transition to Electronic Communications, therefore disbanding the Newsletter Committee?**

Anne Marie noted Leila’s support of the change and called for motion. Motion by Sara to transition the newsletter duties to the Electronic Communications Committee (ECC) and to disband the Newsletter Committee. Seconded by Dan; Carrie asked if the change becomes effective in January. Anne Marie confirmed change would occur in January and membership needs 30 days’ notice before the vote. Motion is approved. Jenny asked about the new workload for ECC; Andrew noted eight committee members seems adequate. Dan confirmed that the President can appoint more members, if needed.

6. New Business

- **Should Professional Development Ad Hoc Committee be permanent instead?**

Anne Marie noted transitioning the committee to permanent status; goal of committee to offer opportunities outside conferences. Committee could also offer special topics, based on chapter’s interests. Motion by Dan to move the Professional Development Ad Hoc Committee to permanent status; seconded by Carrie. Mary noted IPAL is also discussing regional professional development groups. The committee could collaborate with IPAL liaisons. Motion approved.

- **Relevant by-laws changes (draft)**

In anticipation of the executive board votes today, Anne Marie prepared drafts of changes to the chapter’s by-laws (“Proposed ILA-ACRL By-Laws Changes”). First proposed change would create the new College Readiness Joint Committee with IASL; second proposed change would create a permanent Professional Development Committee. The third proposed change would remove the existing Newsletter Committee. Full content of the document follows:

Proposed ILA-ACRL By-Laws Changes:

The ILA-ACRL Executive Board has approved initiating 2 new permanent committees and disbanding one, requiring changes to the by-laws. Proposed changes to the by-laws require a vote of the membership. Complete by-laws are available for review at: <http://www.iowaacrl.org/content/bylaws> Thank you for taking time to review the proposed by-laws changes and voting!

Voting period: (insert date range)

Number of responses required for a quorum: 35% of the voting membership (# as of date)

Required for passage: 2/3 majority

The proposed changes must be posted on the ILA/ACRL web page at least 30 days before the vote. Once posted, the amendment may not be modified. Amendments will take effect immediately following the end of the voting period unless otherwise noted. Results will be announced via the ILA-ACRL list-serv, Facebook page, and newsletter. Paper ballots will be sent to members without email addresses, or upon request.

Proposed By-Laws Change 1:

Add the following text to the by-laws to create a new College Readiness Joint Committee with IASL (Iowa Association of School Librarians):

The ILA-ACRL/IASL College Readiness Joint Committee will:

The ILA-ACRL/IASL College Readiness Joint Committee will:

- i. Be co-chaired by an ILA-ACRL member Co-Chair appointed by the Vice-President/President-Elect, in consultation with the Nominating Committee; the IASL member Co-Chair will be appointed by the IASL Board.*
- ii. Consist of at least six members, including the Co-Chairs, with ILA-ACRL representatives appointed by the Nominating Committee and IASL representatives appointed within IASL. Three members will continue from previous year, if possible; at least 3 members will be IASL members; participation by community college librarians will also be encouraged.*
- iii. Support K-12 library programs, ensure collaboration to provide strong K-16 information literacy efforts throughout the state, and conduct assessment & advocacy.*

Rationale for Proposed By-Laws Change 1:

The K-12/Higher Education Ad Hoc committee sunsets at the end of 2015 and cannot be renewed per the by-laws. In order to continue the advocacy and assessment work of the committee, the ILA-ACRL Executive Board at their May 12, 2015 meeting approved creating a new permanent committee jointly with Iowa Association of School Librarians. The joint committee with IASL will support K-12 library programs, ensure collaboration

to provide strong K-16 information literacy efforts throughout the state, and continue the 1st-year college student assessment pilot now entering its 3rd year.

The committee's project areas could include, but need not be limited to, assessment, research, outreach, advocacy, and curricular support. Examples of specific committee activities include:

- Continuing the 1st-year college student assessment pilot & communicating the results to various constituencies (academic librarians, school librarians & administrators, state legislators, etc.).
- Members serving as liaisons to Area Education Agencies (AEAs).
- Presenting workshops or sessions at AEAs and academic/school librarian or other conferences upon request.

Proposed By-Laws Change 2:

Add the following text to the by-laws to create a new Professional Development committee:

The Professional Development Committee will:

- i) Be led by a Chair appointed by the Vice-President/President-Elect, in consultation with the Nominating Committee;*
- ii) Consist of at least six members including the chair, appointed by the Nominating Committee. Three members will continue from the previous year, if possible. Attention should be paid to representing different professional areas of librarianship on the committee so as to recognize the variety that exists within our profession;*
- iii) Assess the professional development needs of members of the chapter;*
- iv) Communicate opportunities for professional development available through internal and external organizations to the membership;*
- v) Liaise with Spring Conference and Fall Program committees to ensure comprehensive professional development opportunities are offered throughout the year without duplication.*

Rationale for Proposed By-Laws Change 2:

There is a clear indication from membership surveys, conference evaluations, and our own strategic plan that creating professional developing opportunities for our members needs to be a priority. The Board wishes to respond to the needs for both formal and informal professional development opportunities beyond the annual conference, as well as providing additional membership value. There is also precedent for such a committee in the structure of the national ACRL organization.

Proposed By-Laws Change 3:

Strike following text from the by-laws, removing the existing Newsletter committee:

E. The Newsletter Committee will:

i. Be chaired by a Chair appointed by the Vice-President/President-Elect, in consultation with the Nominating Committee;

ii. Consist of at least eight members including the chair, appointed by the Nominating Committee. Four members will continue from previous year, if possible;

iii. Prepare a Chapter newsletter for periodic distribution;

iv. In cooperation with the Electronic Communications Committee distribute the newsletter to all Chapter members and others as directed by the President.

Rationale for Proposed By-Laws Change 3:

Newsletter duties will be taken over by the Electronic Communications Committee, and the current chair has indicated this is possible. It also allows the association to disband one standing committee as we potentially add 2 more. Historically there have been 7-8 standing committees; if all proposed by-laws changes are passed, there will be 8.

Dan expressed his thanks to Anne Marie for creating the by-laws document. Anne Marie noted IASL is meeting this week; ILA/ACRL will wait on their vote before moving ahead with approval for the joint committee.

No further business.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,
Kristy Raine, ILA/ACRL Secretary-Treasurer