

Masthead Logo

ILA/ACRL Minutes and Reports

7-16-2014

ILA/ACRL Executive Board Minutes, July 16, 2014

Association of College and Research Libraries. Iowa Chapter

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ILA/ACRL Executive Board Meeting Agenda

July 16th, 2014 10:30 AM

Kirkwood Community College

Doodle poll: <http://doodle.com/4y7u6gu5uati355x>

Present: Dan Chibnall – President (Grandview University), Anne Marie Gruber – President-Elect (University of Dubuque), Andi Beckendorf – Secretary/Treasurer (Luther College), Julia Dickinson (St. Ambrose University), Carrie Dunham-LaGree (Drake University), James O’Gorman (St. Ambrose University), Amy Paulus (University of Iowa), Mary Peterson (Simpson College), Ericka Raber (University of Iowa), Pam Rees (Grandview University), Sara Scheib (University of Iowa),

Absent: Ryan Gjerde (Luther College), Chris Neuhaus (University of Northern Iowa), Leila Rod-Welch (University of Northern Iowa), Liz Kiscaden (University of Iowa)

The meeting was called to order at 10:32 a.m.

- Greeting: Arron Wings, Director of KCC Library
 - Arron gave an overview of the changes in the library and on the Kirkwood campus, including additional regional centers. They have recently switched over to WMS; ILL module will come online later this summer.
- Approval of Executive Board minutes from April 29th, 2014
 - Spelling of Kassie McLaughlin’s name was updated
 - Motion made by Pam; seconded by Sarah; approved.
- Treasurer's Report (Andi)
 - Starting balances: May \$7051.92 / June \$4932.55 / July \$5042.55
 - 5400 incoming from conference
 - 4414.37 in conference expenses
 - 985.63 net receipt
 - Andi will add the information to Chris’ historical document, so it can be used for future reference.

Committee and Representative Reports

- Spring Conference (Mary)
 - Results & finances from May 2nd Conference
 - A lot of good responses from the evaluations. Liz put together a nice Excel file that includes the paper evaluations. Online evaluations were the move to “go green”. Mary has been working to recover outstanding registration fees from Maharishi librarians. Conversation about conference attendance from librarians who are members of ILA, but not members of ILA-ACRL (registration is \$50 for ILA members, \$65 for non-members).
 - This is the first year that ILA has charged 5% to handle the registration. That information might be included in the Bylaws. Jennifer Sterling reported to Dan that

the 5% was not charged when the conference was held in Decorah. Conversation about the charge, what it is based on, how the Board could/should communicate with the ILA-ACRL Executive Board about this. Reference to the document sent by Ryan, specifically the Financial Policies Related to Association Events, which states that the percentage will be set by the ILA Board each year. It would be good to know far in advance when they will set the amount, what the amount will be, and what it is for. Agreement that Dan, as president, should be the one to make contact with ILA.

- The Board thanked Mary for a successful conference, and Mary gave credit to the members of the Spring Conference Planning Committee.
- Introduction of new chair Liz Kiscaden (University of Iowa), who will chair the Spring Conference Planning Committee for 2015. Sara said there was overwhelming response from the feedback for pairing the ILA-ACRL and IPAL meetings. Julia is on the IPAL Steering Committee for one more year. Paul Waelchli is the current IPAL chair, and Pam is the incoming chair. May be leaning towards an eastern Iowa location. There is at least one library student on the Spring Conference Planning Committee.
- Awards (Amy)
 - Approval of revised Iber Scholarship language
 - Awards committee has revised the language for the Mary Iber scholarship
 - Approval of research award to Jeff Kushkowski
 - Amy provided an explanation; Jeff will be officially recognized at the October ILA conference. Conversation about whether the research award should be moved to the fall conference, instead of the spring conference. Julia suggested that if the award is given in the spring, the winner could be invited to present at the fall conference. Would that include paying registration and lodging for the person to attend? Maybe there would be a possibility to budget that; it would be a nice gesture. The award winner would be strongly encouraged to present, but not required. Possibility to pay the registration fee. Would ILA have the opportunity to veto that session? Julia will check with Chris Stacey-Bates. ILA-ACRL is responsible for four sessions at the fall conference, and we have only three for October. Another idea might be to pay for registration and up to \$100 in travel costs.
 - Longevity awards: last year, talked about doing something to recognize our members. There is a budget line for certificates or small recognition. Amy spent some time in the ILA-ACRL archives to try to discover when folks joined. Is this something she should continue working on, or is there something else we would like to do instead of certificates? Dan suggested 5 years, 10 years, etc. Membership seems to be at the fullest at the fall conference, so that might be a good opportunity to recognize people. Estimating 25-30 people who have served 15 years or longer. List could also be on the website and in the newsletter. CLS is

profiling members on Facebook; perhaps we should consider doing something like that. Anne Marie mentioned that would be a good way to get testimonials.

- Fall Conference Scholarship is ready to go: Catalyst in August; asking applicants to discuss how the scholarship will benefit their professional development
- Electronic Communications (Sara)
 - Has been working with Ryan; Drupal version was out of date, need to move to Version 7. They are working in a test instance; functionality of the website will not change. After the committee sees what the new version can do, there will be conversation about the possibility of moving to another platform, with the goal of making the website more graphic rather than text-based.
 - Representative from Star Chapter showed Dan what they can provide for web hosting, so he watched the demo. We pay Dreamhost \$120-140; cost for Star Chapter is \$100 per month or \$900 per year.
 - A different open source solution would likely offer more functionality than Drupal.
 - Membership survey has pointed in the direction of where member engagement could be increased. Looking for less formal, more active opportunities – one idea is a Journal Club. They have started something similar at the University of Iowa this year. Each month a member selects an article and volunteers to lead a discussion. The University of Iowa's has been focused on teaching. Electronic Communications Committee could manage this; may start with Executive Board members selecting articles and leading discussions. Diigo might be a platform for this. Recommendation is to start with short articles on current topics to generate discussion. A great way to engage members who might not be involved in other ways. The only commitment would be required by the presenter, all others are welcome and encouraged to participate. The Executive Board members could be ready to present (but not be officially scheduled every month), but we would want to leave space for others to join. Maybe this could be a way to generate conference themes and session topics; a way to get more people to contribute to that conversation. Signup/login to an additional service might be a barrier. Online discussion is a new format for our membership. How to leverage a platform where more people are? There are many options.
 - There are 148 ILA-ACRL members, approximately 90 Facebook affiliates.
 - Sara has talked with Steve Ostrem about the listserve subscription, which is approximately 300. This seems to be the best way to communicate with people, but a discussion there would result in people being dissatisfied with seeing all of those emails.
 - Discussion of closed vs. open group on Facebook. Maybe a virtual, real-time meetup would be better. Erika has attended some successful virtual hot topics sessions through ALA. Do we have capability of hosting something like that? If the Google hangout is public, there may be unlimited viewing. Other solutions might be possible, such as GoToMeeting.
 - A virtual, real-time solution would be helpful for ILA to be able to use, as well.

- Making sure that we are connecting our activities with membership comments, and make that clear.
- Fall Program (Julia)
 - Julia provided the descriptions via email of the material that will go into the Catalyst regarding the fall program.
 - Back in May, Barb Corson indicated that ILA could pay for Barbara Jones and Barbara Fister. We now have to determine if we want to make a contribution to ILA as a goodwill gesture. We do have some money in the budget.
 - Why does ILA-ACRL not have an ex officio representative to the Board? Chris Stacey-Bates is the ILA-ACRL liaison to the annual conference, specifically the speakers committee; Andrew Fuerst-Henry is our liaison to ILA Executive Board. Would be more effective to have communication coming back to us.
 - Julia suggested making a contribution of \$250 (total) for the speakers. Anne Marie suggested \$200 per speaker. There was general agreement that giving something would be a nice gesture. Dan will talk with Barb Corson.
 - Discussion of how we got to this point; ILA no longer supports the speakers for the chapters. We chose well, and they liked our speaker choices, who happen to be able to give keynotes for the entire conference. Dan indicated we are in new territory because of the change. We don't want to do anything that would make ILA reluctant to pick one of our speakers in the future.
 - News Know How: Barbara Jones, Merri Monks (State Library of Iowa), and Lorraine Borowski (Decorah Public Library). Andi asked about wifi charge, as Lorraine will be showing student work online. Mary Heinzman did hold out for a break on technology at the conference because of the change in date. Julia is going to check on requirement to use conference venue internet service and what the charge is.
 - Institutional Repository panel: there was a lot of interest at the spring conference and on the membership survey. Claudia Frazer (Drake University), Jonathon Helmke (University of Dubuque), and Chris Cox (University of Northern Iowa) have agreed to speak. They were asked because of the different elements they can bring to the panel.
- Membership (Chris)
 - Chris was not able to attend the meeting and provided a report by email.
 - Our numbers continue to move (slowly) upwards ... we're now at 148 members.
 - Jenny Parker - our very active Membership Committee member from Clarke University - has agreed to serve as Membership Chair for 2014-2015 (Chris will continue on the committee).
 - We plan to have a network of "Ambassadors" up and running for early fall so that we can recruit new members, encourage attendance at the upcoming ILA conference, and pass on any information that the ILA/ACRL Board would like to share with all college/university librarians.

- Suggestion to designate members of Membership and Newsletter Committees as Ambassadors. Sara suggested that the ECC should also be included. Five additional people have indicated interest, which would give us 13 campuses with an Ambassador (does not include Sara's suggestion of adding the ECC). For the Newsletter Committee, members are assigned a contact person at each school; perhaps that person (or another person who is on social media or especially communicative) could be the Ambassador.
 - Should the Facebook group be a closed group? One board member said that because it is open now, everyone's friends can see everything. A closed group would be a more private, and would NOT be used as a way to exclude people from the conversation. Sara will poll the current Facebook participants and make the differences clear.
- Newsletter (Leila)
 - Leila was not able to attend the meeting; there was no report.
- Nominating (Anne Marie)
 - We reviewed a slate of officers for fall election.
 - Dan moved the slate; Pam seconded. Julia and Sara abstained from voting because they are part of the slate. [Secretary's Note: There was discussion about whether or not to include the names of candidates in the meeting minutes. It was suggested that reference be made to minutes from last summer. The minutes from June 19, 2013, were consulted, and candidate names were not listed there, so they have not been listed in these minutes.] It was noted that the committee has worked hard to balance the geography, library sizes and types. The motion passed unanimously.
 - Nominating Committee has also been working on committee chairships and memberships. Chairs have been finalized for six of the eight committees. Anne Marie will share the document in the drive if anyone wants to review committee memberships.
 - Working to not have any committee chair vacancies, in case current chairs are elected to the Executive Board.
 - Dan thanked Anne Marie for her work.
- K12/Higher Ed Ad Hoc Committee (Pam)
 - Pam distributed a handout about the IL pilot. Pink indicates discrepancy in interpretation. Blue indicates the less than half answered correctly. Tested just under 1500 first-year students across the state. None of the data has been released to participants or committee yet. University of Dubuque will not participate next year; St. Ambrose and Buena Vista may join. Pam has received permission to use TRAILS again. Will meet next week with all of the pilot participants. Committee has outlined new initiatives; may continue Jean Donham's

research on IL assignments; interest in creating a unified assessment tool to test high school students who participate in the college-level orientations.

- Will be releasing generalities and trends as part of an executive summary, to library schools and IASL representatives, who would take it back to AEA.
 - Trends were provided to US legislators. Mary Heinzman had asked for that information related to Legislative Day.
 - ACRL Government Relations Representative (James)
 - Recapped the three issues (access to federally funded research, net neutrality, curbing government surveillance) that ACRL is currently concerned with.
- ACRL Chapter Council Representative (Ryan; Ericka)
 - Ryan was not able to attend the meeting.
 - Ericka was present as the incoming Chapter Council Representative. She attended the ACRL meeting and work session at the ALA meeting in Las Vegas.
 - There was a Best Practices presentation by Sarah Steiner.
 - The work session was about the 2015 ACRL proposal on leadership transition. New Chair Carolyn Fuch's efforts will focus on communication; plans to repurpose the newsletter articles for social media; will be looking for articles that are ≤ 250 words with an image; encourages local chapters to consider sustainability theme or topic for their fall newsletters. Carolyn was looking to members to contribute to the newsletter (most likely in blog form). Additionally, a few of us seemed to be supportive of the idea to meet virtually at Annual, but Carolyn argued for the need to continue in-person meetings.
 - ACRL 75th anniversary fundraiser campaign for scholarships; now looking to chapters and individuals for donations.

Old Business

- Strategic Plan Development
 - Could at-large reps be given responsibilities for assessing strategic plan accomplishments?
 - Could we develop a new ACRL leadership/networking/professional development workshop? This is in response to membership survey data.
 - Anne Marie noted that today's discussion of committee work fits well with pieces of the strategic plan. Sara pointed out that the document is about what we can do for our members.
 - Working to move this in the direction of a final draft, which would be presented at the next hangout/meeting. There would need to be a mechanism to make sure the Board is following the strategic plan. Perhaps the at-large members could act as ombudsmen, at least informally at first. If formalized, that would need to go into the Bylaws. It would serve the purpose of providing assessment, keep the board accountable, and increase the communication. James raised the question of incorporating some of the legislative issues into the strategic plan. Are we also including things that make us stretch? There are a lot of new initiatives included.

The budget might be a factor in “stretch initiatives”; we need to keep in mind that we have limited time to spend, as well.

- Looking to start this as a three-year process.

New Business

- Awards
 - Should we consider moving the research award to the fall instead of the spring?
 - Longevity awards and recognition
 - These items were discussed as part of the awards committee report.
- Membership fee structure
 - Changing membership fee structure to allow for more members since so many people have to pay into expensive national organizations. The fee structure came up as a result of conversation with health sciences librarians. Do we have the capability to provide a fee structure, to possibly provide a discount rate to ILA for librarians who are members of other professional librarian associations? Can we attract more members and make it financially easier for people? Could the Board put out a statement indicating some recommendations for best practices for institutions (for library directors, deans, etc.)? Anne Marie will create a draft.
- Physician’s Assistant Program at the University of Dubuque
 - Anne Marie is working with health sciences librarians because UD is going to begin a new program. (DMU and Iowa have programs; St. Ambrose is starting one in the fall.) The free professional development opportunity will take place Thursday, July 17. The response was very positive. Sponsored by ILA-ACRL and Health Sciences subdivision. This might also serve as a precedent for other professional development opportunities.
- ECC
 - Journal Article Club
 - These items were discussed as part of the awards committee report.

Announcements

- Barbara Hammond gift
- Mary Iber’s other sister has also given an unsolicited donation to the scholarship. Dan and Amy will discuss how to acknowledge the donations.
- Amy noted that 2016 will be the 40th anniversary of ILA-ACRL.

The meeting was adjourned at 1:20 p.m.

Respectfully submitted,
Andi Beckendorf, Secretary/Treasurer