ILA/ACRL Minutes and Reports

6-20-2016

ILA/ACRL Executive Board Minutes, June 20, 2016

Association of College and Research Libraries. Iowa Chapter

ILA/ACRL Executive Board Meeting Minutes
June 20, 2016
WebEx
10:00 - 11:30 AM

Present: Sara Scheib -- President (University of Iowa); Jennifer Sterling -- Secretary/Treasurer (William Penn University); Cara Stone Member-at-Large (Grand View University); Andrew Welch (Drake University); Jenny Parker (Clarke University); Anne Marie Gruber (University of Northern Iowa); Mary Heinzman (St. Ambrose University); Carrie Dunham-LaGree (Drake University)

Absent: Rebecca Funke (DMACC, Ankeny Campus);Ericka Raber (University of Iowa); Jill Jack (Coe College);Beth McMahon-- Vice-President/President Elect (Central College);Amy Paulus (University of Iowa); Cara Stone Member-at-Large (Grand View University)

1. **Welcome and Introductions**

The meeting was called to order at 10:00am.

2. **Approval of Minutes from April**

The minutes from April were approved.

3. **Treasurer's Report**

The April treasurer's report was approved.

4. **Committee and Representative Reports**

● **Awards (Anne Marie Gruber)**

The Mary Iber Spring Conference Scholarship was awarded to Kate Kitchens & her reflections are now on the blog. Dan Chibnall sent a picture of Kate & me, along with a note, to Mary's sister, who appreciated receiving the update about how we continue to honor Mary.

Legacy Awards that were not claimed at the conference have been mailed. Long-standing member Dottie Persson has been profiled on the blog, with other 30+ year members to follow.

The Research Award blog post is published.

One remaining award will be for the fall conference.

- **Electronic Communications (Andrew Welch)**

Blog posts are being added by exec board members, and ECC will be sending out another round of emails soon to ask for news from their institution contacts.

- **Fall Program (Amy Paulus- absent)**

- **Membership (Jenny Parker)**

Membership as of June 2, 143. Up a few from the same time last year (138).
We still have work to do to recruit Ambassadors. 19 secured out of 69 institutions. Those that we do have were responsive in a call for news updates last month.
I inquired with a recent SLIS grad on the membership committee regarding the question of free student membership. She said that students love anything free, but also $5 isn't too much to ask.

- **Nominating (Beth McMahon- absent)**

1. As I shared previously with Exec Board Pam Rees (Grand View University) has agreed to serve as Chair of Spring Conference Committee for the 2016-17 term.

2. Three new members have joined the Spring Conference Committee, and I have shared their contact info with Pam. The new members are:

Julie Meyer
Southeastern Community College

Anita Niemczyk
St. Ambrose

Stacey Haskins (referred by Mara, more detailed contact info coming soon)

Thank you to Nominating Committee members Mara Egherman and Conrad Bendixen for sharing in recruitment for Spring Conference Committee. Our sub-group is continuing these efforts to fill the remaining two seats on Spring Conference Committee.

3. Beth and Sara had a conversation since our last Exec Board meeting and agreed that Nominating Committee could take point on filling available seats on Professional Development Committee and College Readiness Committee.Nominatign Committee members are at work on this but nothing concrete to report at this time.

- **Spring Conference (Rebecca Funke- absent)**

Keeping in Step:

Libraries & the Institutional Mission

Friday, May 20, 2016 – FFA Enrichment Center, DMACC – Ankeny, IA

The theme this year is: Keeping in Step: Libraries & the Institutional Mission and we were excited about a couple new offerings this year.

·   For the very first time, we had a sponsor for the conference! We were thrilled to have bepress as a partner for the conference. Dave Stout, from bepress, presented a session at the conference and was there all day to answer questions.

·   Because of the generosity of bepress, ILA/ACRL is delighted to welcome national known speaker and academic librarian, Megan Oakleaf as our keynote speaker!

·   We moved the Business meeting into its own timeslot (just after the Keynote) instead of during lunch. This gave attendees time during lunch for casual discourse and networking.

The Conference was again held in tandem with the IPAL Conference (Thursday, May 19th @ Grand View University). This continues to be a popular request from those attending both conferences.

Conference activities also include familiar aspects: Dine-Arounds on Thursday evening, 12 breakout sessions, and Unconference.

Budget

The conference had a budget of $4,000. The conference produced a profit of $944.34

Expenses

Expenditure	Amount
Speaking Fee – Megan Oakleaf	4,000.00
Air Travel	811.20
Seat Assignment	54.91
Food – Megan Oakleaf	52.57
Parking – Megan Oakleaf	24.00
Hotel (Ankeny) – Megan Oakleaf	144.48
Catering – HyVee	2,183.50
Scholarship Winner – Kate Kitchens	150.00
ILA Administration Fee (5%)	260.00

Sched.org	125.00
Total	$7805.66

Revenue

Membership	Count		Total
Members	79		3,950.00
Non-Members	17		1,105.00
Students	4		80.00
Walk-Ins	4* (2 unpaid as of 6/21/16)		115.00
Registration Total	104		5,250.00
Sponsorship (bepress)			3,500.00
Grand Total			$8,750.00

Evaluations

A total of 50 evaluations were submitted after the conference. This was the first year we offered evaluations only in electronic format. Reviews overall were very positive. Here are a few highlights:

·   36 respondents rated the keynote as Excellent or Above Average, while 8 rated it as average

·   22 respondents participated in the unconference with 16 rating it Excellent or Above Average; all 22 said they would attend an unconference session again

·   20 respondents attended the bepress presentation; 16 rated the presentation as helpful; 4 rated it as "very likely" that they would ever consider purchasing from bepress

·   Many positive comments about having a sponsor for the conference. Here is a sampling:

o Yes. Do that whenever you can. Hopefully it will improve attendance in the future as well or draw in attendees from out of state.

o Yes, I think using a sponsor is okay. As long as the sponsor's role at the conference itself is relatively low-key (I would describe the sponsor's role this year as ""low key""), I would recommend continuing this practice. If the sponsor got to the point of dominating the actual event, that would not be good.

o Although I did not attend the sponsor's session, it seemed like many people did and that there was genuine interest in the company/product. So, if that's what allowed us to get M. Oakleaf, it was definitely worth it.

o Maybe. This is a decision that could/should be made by the executive board. It really is a cost/benefit question. I enjoyed the speaker, but do have some ethical concerns about having a sponsor.

o Great idea. Good way to get vendor information. Always enjoy listening to national speakers who present valuable information.

o This is fine by me. I think it is a great time to find out about more products.

o Yes, I thought it was appropriately balanced and unobtrusive.

·   Coordination with IPAL's conference continues to be a big hit for the 21 respondents attending both conferences

·   While no specific question was asked regarding the re-arrangement of the Business Meeting, some offered comments:

o Loved that you took the business meeting out of the lunch. Great idea. Keep that going.

o I appreciate efforts, but even at 17 minutes, most of the IA/ACRL business meeting is unnecessary -- all the committee reports can be distributed in writing. A word from the President to discuss/approve the minutes and an invitation from the VP/Pres-Elect for Nominating Cmte would reduce the time so that it could easily precede the Awards at lunch. If the awards were announced/distributed in 5-yr groups, including small group photos, instead of individually, I think 17 minutes could cover both.

o I really loved how short the meetings portions of the day were. I always find it more useful when the bulk of time is spent sharing information and talking with people from other colleges.

o I really liked having the business meeting not during lunch. I don't understand why the goal is to be fast. For many, this business meeting is their only contact with the association each year. We should be using it as a valuable communication channel, for members and non-members. I really liked having the awards over lunch too--nice to celebrate our members!

o Lunch seemed a bit long, even with the awards presentation. However, I did like the placement of the business meeting right after the keynote.

·   General Comments

o This conference was well planned and executed. I thought the facility was excellent and I would imagine it is fairly centrally located, so I would be in favor of going there again. (Easy to drive to, too.) I'd like to see the unconference part of the day continued and perhaps expanded by shortening the breaks potentially. It would be nice to see more SLIS students attend and perhaps we could offer incentives like feedback on their resumes/cover letters on-site. I didn't pay attention to what they would have to pay, but maybe take a look at that, too.

o All of the sessions that I attended were both interesting and applicable. I also enjoyed the opportunity to network with academic librarians from across the state.

o Many thanks to the conference planning committee for all of your hard work! You all deserve rich chocolates and a massage! Thank you also for bringing Megan Oakleaf in as keynote speaker. I can't wait to dig in to further assess and align what we do with the values of our major stakeholders. We know we already do a lot of good things, now we just have to do them with a clearer purpose and mission that aligns with the needs of our institutions. Thank you for also securing outside sponsorship/funding for the conference so that the budget of ILA/ACRL stays solvent!

o Great organization; conference stayed on time; wonderful facilities; very much liked the "unconference" opportunity--hope that can be an option at future conferences as well. Great job!

o I really didn't think the information attendees got coming up to the conference was all that helpful. I would have liked to have had the schedule for the conference not hidden behind a log in which it wasn't in previous years. I think you really relied too heavily on the fact you had an app. Different formats are different for different uses, for example being able to easily send a link to staff not attending to see if there is specific information they want you to follow up with speakers about is better in an open link. I admit part of my disappointment with the organization level might be coming from the fact that I was coming off the best organized and communicative conference I've ever attended back in April so coming from that to this was a very stark contrast. Also, looking at what you did, I don't think you really understand what an unconference is supposed to be. But I have to say that I got a lot of good information from the conference and especially felt that I got a lot out of the individual sessions. So I have to say it was well worth the time spent. I know how much work goes into setting up a conference and I appreciate that a lot of hard work went into this one.

o I think three concurrent segments with four 1hr-long presentations each is too many. I very much appreciate the efforts to have programs that represent a range of library roles. One year, IPAL did lightning rounds which I liked very much. I still feel that the unconference is basically wasted time -- maybe it could be used as a deliberate IPAL conference tie-in. Then members who can't go to both could still benefit from sharing & the cross-pollination of ideas. I wonder if a joint IPAL-IA/ACRL committee for presentation proposals & selection would be advantageous.

Considerations for the Future

After the conference, the Spring Conference Committee met to review evaluations and assess the conference. That meeting, along with evaluations, prompt the following considerations for future conferences.

Business Meeting: keep the business meeting outside lunch seems to be worth pursuing.

Sponsorship: perhaps not every year but certainly worth pursuing to aid with conference costs and to allow for nationally known speakers

Unconference Session: continue offering, perhaps with options for more structure and capturing notes from the sessions to be shared

IPAL: continue collaboration with IPAL when scheduling conference

State Library: this year there was no report from the State Library; an oversight

Sched.org: While there are some benefits to the sched.org site, there are also several questions that should be addressed at some point:

o Attendees continue to want paper schedules (printed about 40 copies this year and all were gone)

o How best do we use sched.org and the ILA/ACRL website? This year the ECC embedded the conference schedule from sched.org into our chapter website, to avoid maintaining 2 sites. Did this work well?

o Who will be responsible for the sched.org site for each conference? My recommendation is that this duty remains with someone for more than 1 yr. There is a bit of a learning curve and it would be most efficient if someone would assume this responsibility for 2-3 years.

o We've used this for 3 conferences now. Do we continue? While we didn't expressly ask this on the evaluation this year, we have in previous years (as well as discussed it at the EB level) and the answer was yes .

- **Professional Development (Carrie Dunham-LaGree)**
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We're continuing to edit and discuss the membership survey, including when would be best to send it to membership.

We're seeking more locations for the July 20th ACRL webinar, Modern Pathfinders.

- **College Readiness (Ericka Raber- absent)**

College Readiness –Our Research & Joint Professional Development group now has developed an annotated bibliography called College Readiness in Information Literacy in the Professional and Scholarly Literature. Two topics addressed include: 1) K-16 Collaborative Programs, and 2) What students know and/or need to know to be prepared for college-level work. The Committee is looking for recommendations for what might be done with the bibliography. Blog posts? Conference presentations? Where can we reach out to non-librarians? Two other groups are continuing to work on the Mapping School Libraries project and an IL Skills Assessment and/or College-Bound Student Research Survey. The Committee will have a face-to-face meeting in July.

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

No report.

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

I will attend the ALA Annual meeting for the group in Orlando this week. An annual report of our Chapter's activities is due at the end of July. I will provide a draft of the report for the Board to review prior to submission.

5. **Other Business**

Meeting adjourned at 4:10pm.

Respectfully Submitted,
Jennifer Sterling