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## ILA/ACRL Executive Board Meeting Minutes, December 16, 2019

Association of College and Research Libraries. Iowa Chapter

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ILA/ACRL Executive Board Meeting  
Monday, December 16, 2019  
10:45 am.

## Approved Minutes

### Attendees:

Julia Salting, President  
Liz Riordan, Vice-President/President-Elect  
Mary Anderson, Professional Development Committee Chair  
Cathy Cranston, Member-at-Large  
Lindsay Healey, Incoming Secretary-Treasurer  
Emma Clausen, Incoming Member-at-Large  
Jennifer Sterling, Awards Committee Chair, Past-President  
Katie Hassman, College Readiness Committee Chair  
Kate Faford-Johnson, Incoming Vice-President/President-Elect  
Maggie Halterman-Dess, Incoming Electronic Communications Committee Chair  
Laurie Neuerburg, Incoming Chair Professional Development Committee  
Erica Knapp, Incoming Fall Conference Liaison

1. Meeting called to order at 11:11
2. Agenda approved by acclamation
3. Executive Board Meeting Minutes of 18 November 2019 approved by acclamation.
4. Treasurer's Report – Julia Salting
  - a. The most recent financial report, October 2019, was circulated with the meeting agenda
  - b. DMS runs ILA's financial activities. We receive ACRL financials after the 15th of each month. One outstanding expense for Spring Conference charge will be for credit card processing.
  - c. The subdivision had no income in October 2019 and \$150.00 in expenditures.
  - d. Update re: Spring Conference budget, IPAL will cover losses up to \$1000
5. Committee and Representative Reports
  - a. Awards – Jennifer Sterling
    - i. It has been difficult to know who has won awards in the past – some info is missing on the website. This is important in situations like the Marketing Award, which a library can only receive once every 10 years. Jennifer has updated Google Docs to fill in gaps.
    - ii. PR/Marketing Award was "Advocacy Award" at some point. First awarded in 2000.
    - iii. There will be one more reimbursement submitted for the Spring Conference Scholarship, to the recipient's institution.
  - b. College Readiness – Katie Hassman

- i. Day in the Life of a Teacher-Librarian video, permission given by school to share out. Video follows a high school TL to give people a sense of what they do in a day.
  - ii. Outgoing IASL chair, Katie Kauffman, is going to start coming to meetings.
  - iii. There are conversations at the state level about changing requirements for TL certification programs. Reading endorsement could replace 12 semester hours of a TL certification. TL Leadership is arguing that does not adequately prepare for librarianship. TL Leadership group sent a letter to the Board of Educational Examiners.
- c. Electronic Communications – Maggie Halterman-Dess
  - i. There will be some additional committee members for 2020, which will be helpful
  - ii. Working to add some resources to the website – Professional Development Opportunities, Calls for Papers, Research/Publishing opportunities, etc.
  - iii. Continue to push out more social media. Social Media Policy available on the Google Drive.
- d. Fall Conference Liaison
  - i. This is a new role following the 2018 Bylaws changes which replaces the former Fall Conference Planning Committee, Erica Knapp from NICC incoming. Erica's appointment occurred at the ILA Planning Day.
  - ii. ILA conference planning committee is a 3-year commitment. Our appointments are for 2 years, so this will not line up and will require further coordinated discussion with ILA.
- e. Membership – Liz Riordan
  - i. A list of 2020 Committee Members and contact information was circulated with the meeting agenda.
- f. Professional Development Committee – Mary Anderson
  - i. Keeping Up with Iowa conversation – we only had 1 comment on the video. You do have to log in to post comments, which may be a deterrent. We might consider removing that requirement.
  - ii. Next episode will feature Abbey Elder from Iowa State about OERs.
  - iii. Book Discussion – *Small Teaching* by James Lang took place on 11/22/19 via Zoom. Six people attended the discussion on the first section. The next discussion will be in January.
- g. Spring Conference Committee
  - i. See Old Business
- h. ACRL Chapter Council
  - i. No report.
  - ii. Julia explained that this role will be changing logistically as more information and communication done virtually.
  - iii. The Chapters Council meeting traditionally at Midwinter is possibly moving to a virtual meeting.
  - iv. There is a listserv the rep has access to/can participate in.
  - v. We can submit things to the newsletter – committee work/accomplishments.

- i. ACRL Government Relations
  - i. No report
  - ii. Julia explained that this role will become vacant in 2020 – Liz is working on getting it filled.
- 6. Old Business
  - a. Spring Conference
    - i. Proposal was sent to ACRL Exec Board and IPAL Steering Committee. Revised proposal was circulated with meeting agenda. Three potential schedules were distributed. Schedule 3 is more of a “true” joint conference, but IPAL is not interested in having a joint business meeting. With schedules 1 & 2 it makes more sense to have EBSCO reception on Day 2 with Dine Arounds on Day 1, due to higher likely attendance on Day 2.
    - ii. Original proposal was to charge \$35 for the conference as a whole. That has not changed; estimated registration will be \$35 per person, \$10 for Day One (half-day) and \$25 for Day 2. Conference registration will be lower due to having no keynote and no room fees thanks to Central College.
    - iii. 2020 is a transition year. Going forward, IPAL and ACRL will both need to decide if we are going to have a joint conference
    - iv. Project Outcome is a free program. 1-hour unlimited attendance or 4-hour workshop limited to 50 people (conference space is limited to 45 people). ACRL website with differences between the two formats. This summer (2020) will be the last time it will be available as a free workshop. One hour format – room can accommodate up to 100 people.
    - v. Fyffe Award this year given to two people, which means two presentations, could take place during concurrent sessions.
    - vi. Discussion of the three potential schedules. Schedule 2 agreed upon Mary will check with Project Outcome to see if they are willing to do a 1-hour session for people who cannot come to the 4-hour workshop. This would be on Day 1.
    - vii. Spring Conference 2021
      - 1. Cathy Cranston will chair. Goal is to have location and dates set by the 2020 Conference in order to make an announcement at that time.
      - 2. Mary mentioned that there will be an ACRL National in 2021, and there was discussion about not having a Spring Conference in these years. This will be a topic for future discussion in a large-scale Zoom meeting (possibly in February).
      - 3. Survey to accompany Zoom meeting for people who cannot attend the Zoom meeting. Zoom meeting will be called a “Focus Group” to encourage participation and input. Survey will go out afterwards based on questions and input from Focus Group.

4. Structure of Spring Conference Committee – How are we going to do this if we are planning 2 years at a time. This will be discussed at another time.
- b. Establish a structure for next year's meetings
  - i. There was a suggestion made in November for chairs to submit reports before meetings. Timing of reports would be due the Monday prior to our meeting (2<sup>nd</sup> Monday of the month) and Liz would send the agenda on Wednesday.
  - ii. This would help with meeting recording (minutes) and with writing and submitting reports to ILA.
  - iii. In 2020, meetings will be on the third Monday of each month from 2:30-3:30.
7. New Business
  - a. Goals for 2020
    - i. Liz and Julia talked about ILA Planning Day. Discussions included how academic librarians can be more involved with the Fall Conference; how can we work with public librarians on some of the issues that affect us all; Information Technology Committee Chair expressed interest in wanting to do something involving Education Technology, possibly podcasting (programming and educational uses). The possibility of a pre-conference on podcasting was proposed, this will be explored further.
    - ii. Mary Hammond Iber Scholarship (and others) – There was a suggestion to explore the possibility of allowing recipients to use scholarship funds for other expenses such as childcare. Julia wants to investigate what changes to the use of the endowed scholarship award would entail -- would contacting Mary Iber's family be necessary.
    - iii. Going forward, we need to be clear that people have to pay for their travel upfront and submit for reimbursement.
    - iv. Potential 2020 conference theme from Liz – “The Great Experiment”
8. Other business or Announcements
  - a. Transfer of power from Julia to Liz.
9. Meeting adjourned at 12:40

Respectfully submitted,  
Lindsay Healey, incoming Secretary/Treasurer