

NAME OF COMMITTEE:

ACRL-OR Board

DATE : 5-18-18	LOCATION: Eastern Oregon University, La Grande	PREPARED BY: Meredith Farkas, VP
PRESENT: In-Person: Stephanie Debner, Steve Silver, Sarah Rowland, Kim Olson-Charles Online: Angie Beiringer, Molly Gunderson, Tamara Ottum, Bryan Miyagishima, Jackie Ray, Meredith Farkas		

AI = Action Item

SUBJECT	DISCUSSION	ACTION
Approve minutes (Meredith)	February minutes: https://docs.google.com/document/d/1y0FqtwkVSy8uBAAGTASmn08fltMsEcH13JzDIs9A8m8/edit . Tamara motions to approve. Meredith seconds.	Minutes approved unanimously.
Menucha		
Registration (Stephanie/Angie)	We need a conference web page put together -- should be ready as soon as possible. We have member (\$130) and non-member rates (\$155), but we have not increased the rates even though costs have increased. Costs for food have increased \$3-5 and housing costs have increased as well. \$10 increase in registration costs would cover the increases in charges. Stephanie proposes increasing the registration \$10 and staying in Creevey \$5. Meredith seconds.	Increased price approved unanimously. Added to registration form 5/19 Angie and Stephanie will add something to the registration form about environmental allergies/mold allergies and asthma so those people will not be put in Ballard. Done 5/19 Jackie will send Angie and Stephanie the registration info from the other conference Done! 05/18 Steve will get info about the website to Aja. Aja will create the Menucha Conference website.
Keynotes (Steve/Janet)	Loida and Irene have agreed to speak and contracts have been sent to them. Hopefully they contracts will be signed and back in time for the first announcement about registration.	
Programs (Meredith)	We will send out a CFP in early June. We are going to put the advocacy definition on the CFP and program website will include: https://docs.google.com/document/d/1iPX1_FXw4MTZSs0SxxSeBYaSfFpw6R9xGx3bMWwMbQ4/edit?usp=sharing . We are going to do lightning talks and posters. We plan to have a session on creating an elevator speech/pitch for advocacy and then on day 2 will do some sort of activity where people share their elevator speeches/pitches. Think about time for non-learning activities (yoga, crafting, hiking, etc.).	Meredith will get in touch with Amanda Dalton about a session on creating an elevator pitch with a \$1000 ceiling for payment. Meredith will figure out how much time we will have for lightning talks based on the previous schedules and will

		share that with the Board. Will draft a drafty schedule. Done 5/22 Meredith will draft a CFP for the conference.
Scholarships (Stephanie, Bryan, Christopher)	We need to make sure that there is continuity with the next group that takes on conference scholarships, since it goes on across two terms.	
OER pre-conference/session?	Amy and Candice Watkins were asking if they do a preconference session about OER at Menucha? We'd need to check and see if we can get access to Creevey in the morning of the conference. Last time they didn't charge and the OER folks brought their own food.	Steve will check with Menucha to see if we can get access to Creevey or another space in the morning. He will get in touch with Amy Hofer about it. If this happens, Stephanie and Angie will need to add info about the OER Preconference to the registration form. (In progress!)
Other?	We will use the hashtag #ACRLPNW	
Elections (Meredith/Molly/Janet)		Meredith will check in with Buzzy about our suggested way to go with this and see if he has any other suggestions. Meredith will then contact the candidates. Done! 5/21
Board transition meeting (Steve/Meredith)	The August 10th Board transition meeting will be held at PCC Sylvania.	Molly will take on the running GoToMeeting role for the August meeting.
OLA conference evaluations	All responses to preconference evals: https://docs.google.com/spreadsheets/d/1dOrH_LnpoJ7GmLCy0AcViK0MoUKhwkkMW7Vk2XUT4PM/edit?usp=sharing . Report on the Metacognition session: https://docs.google.com/document/d/1sjsZsuHmVbWg7dVKkTSc-YtfsiMGLmUvzVewRxVSzw/edit?usp=sharing . We might consider a preconference session around the Framework in the future. Hands-on sessions are valued as well as really concrete sessions where people can apply what they've learned. ACRL-OR might want to create guidelines around what they want to see in terms of preconference sessions.	Steve will check on the cost-sharing between ACRL-OR and LIRT for the Metacognition preconference to make sure the money is going to the right places. Meredith will fix the charts (some labels are incorrect) and share with LIRT and ILAGO chairs.
Reception (Steve/Kim)	People who attended seemed happy with it. The location had problems with billing and we didn't have our own space and we had to order it the day of instead of in the past. It was inexpensive, but less than ideal as a location. In the past, for the joint OLA/WLA conference, ACRL-OR and WA co-sponsored a reception that was in the Hilton.	Meredith will contact ACRL-WA incoming president about joint reception for OLA/WLA conference.
Scholarships (Stephanie)	We need to write up a report for the State Library funding we received. It's due June 30th. Bryan brought up concerns about conflicts of interest that came up when members of the scholarship committee (or colleagues of a member) applied for scholarships. We've decided to designate a chair for the Scholarship and Awards committees and add a fourth	Stephanie will ask scholarship recipients to write a blog post about their experience and what they learned for our blog.

	<p>person to the scholarship committee. We talked about developing a document that will have information about each committee, timelines, useful documentation, etc. We are going to develop documentation on what to do when conflicts of interest arise.</p>	<p>Janet will write up a report for the State Library and Steve will look into putting that information into our unit reporting to ACRL National and OLA.</p> <p>Stephanie will look into documentation to support people in choosing the right committees for them and info that will help committee members will be successful (where the right documentation is, what to do, timelines, etc.).</p> <p>Bryan, Chris, and Stephanie will draft documentation on what to do when there are conflicts of interest.</p>
Professional Development webinars (Aja)		Steve will check with Aja on the Digital Humanities webinar
State Library report (Tamara)	<p>Recruitment has begun for the State Librarian position. Statewide Database Licensing Program has finished the RFP and Gale was successful. They've talked about putting money towards the Orbis Cascade Alliance group subsidy for EBSCO and ProQuest. Concerns were raised about smaller academic libraries who are not members of Orbis Cascade Alliance and can't benefit.</p>	
National Library Legislative Day report (Kim)	<p>Kim attended NLLD with the rest of the legislative committee. Kim visited the offices of Schrader, Blumenauer, Merkley, Walden, and Wyden and spoke with their legislative assistants. Kim said that she had challenges knowing what stories to share with the diversity of academic libraries we have in Oregon. Suggested that the legislative liaison get stories from other academic libraries about how the government supports libraries and why that support is so valuable. The three asks were 1) Fully fund LSTA, 2) fund IMLS, and 3) Support equitable access to Broadband. They had info on how each of these things impacts a specific legislator's district. Net Neutrality resolution passed in the U.S. Senate and is going to the House soon. Sometimes it takes less than 10 constituents in helping a congressperson decide on an issue. Kim thinks that someone should represent ACRL-OR every year at NLLD so that the needs of academic libraries could be represented.</p>	<p>Kim will write an email to the membership or blog post about her experience with NLLD and tips for advocating with one's representatives in Congress.</p>
Using GTM for local professional development webinars (Meredith)	<p>GTM could be used for webinars where local members present or for journal clubs, discussion groups, etc. Tamara and Meredith expressed interest in working on this via email. Should we form this as a separate committee? Stephanie made a motion that we form a committee to develop online professional development webinars. Sarah seconded. It was unanimously approved. Jackie, Meredith, Tamara, and Sarah will serve on the committee.</p>	<p>Sarah will check in with Shirley about the specifics of our webinar software.</p> <p>Meredith will work on a survey for topics to cover in the professional development webinars and talk about it at the membership meeting and will share it with the other members.</p>

		Meredith will mention to the Board that others can join the committee if they were not at the meeting to volunteer. <i>Done! 5/18</i>
ILAGO AAOT/IL standards work report (Jackie)	ILAGO update regarding Information Literacy GenEd Outcomes Link to Appendix E: http://handbook.ccwwebforms.net/handbook/appendices/appendix-k OWEAC Resources: https://oweac.wordpress.com/public-documents/ ILAGO is working to update the GenEd Information Literacy outcomes. This is great timing because OWEAC is updating their writing outcomes right now as well. ILAGO will draft new outcomes to have JTAC look at it for either Fall or Spring (Fall may be too ambitious). They will get feedback from other academic librarians in Oregon and will look to ACRL-OR as a group to provide feedback. They've talked about doing an interdisciplinary crosswalk because the current outcomes are geared towards info lit being taught in the Writing sequence, which may not fit as well in every discipline. Jackie asked if ACRL-OR had a recommendation around whether to do a small tweak now to align with OWEAC and make bigger changes later, or to make the changes together. Members of the Board were supportive of making all of the changes at once.	Jackie will work with the ILAGO chair to draft a blog post to share with ACRL-OR regarding this work and ACRL-OR will be kept in the loop and given opportunities to provide feedback as this work progresses.
Review To-Dos from last meeting (Steve)		Steve and Molly will look into the membership survey.
Next Meeting	August 10, 2018, Portland Community College, Meredith hosting (board transition meeting)	

Action Items by Person

- Aja:
- Steve will get info about the Conference website to Aja. Aja will create the Menucha Conference website.

- Angie:
- Angie and Stephanie will add something to the registration form about environmental allergies/mold allergies and asthma so those people will not be put in Ballard. *Done!*
 - Steve will check with Menucha to see if we can get access to Creevey or another space in the morning. He will get in touch with Amy Hofer about it. If this happens, Stephanie and Angie will need to add info about the OER Preconference to the registration form.

- Bryan
- Bryan, Chris, and Stephanie will draft documentation on what to do when there are conflicts of interest on the scholarship committee.

- Chris
- Bryan, Chris, and Stephanie will draft documentation on what to do when there are conflicts of interest on the scholarship committee.

- Jackie
- Jackie will send Angie and Stephanie the registration info from the other conference. *Done!*

- Jackie will work with the ILAGO chair to draft a blog post to share with ACRL-OR regarding this work and ACRL-OR will be kept in the loop and given opportunities to provide feedback as this work progresses.

Janet:

- Janet will write up a report for the State Library and Steve will look into putting that information into our unit reporting to ACRL National and OLA.

Kim:

- Kim will write an email to the membership or blog post about her experience with NLLD and tips for advocating with one's representatives in Congress.

Molly:

- Molly will take on the running GoToMeeting role for the August meeting.
- Steve and Molly will look into the membership survey.

Meredith:

- Meredith will check in with Buzzy about our suggested way to go with this and see if he has any other suggestions. Meredith will then contact the candidates. *Done!*
- Meredith will get in touch with Amanda Dalton about a session on creating an elevator pitch with a \$1000 ceiling for payment.
- Meredith will figure out how much time we will have for lightning talks based on the previous schedules and will share that with the Board. Will draft a drafty schedule. *Done!*
- Meredith will draft a CFP for the conference. *Done!*
- Meredith will contact ACRL-WA incoming president about joint reception for OLA/WLA conference. *Done!*
- Meredith will fix the charts (some labels are incorrect) and share preconference results with LIRT and ILAGO chairs. *Done!*
- Meredith will work on a survey for topics to cover in the professional development webinars and talk about it at the membership meeting and will share it with the other members.
- Meredith will mention to the Board that others can join the committee if they were not at the meeting to volunteer. *Done!*

Sarah

- Sarah will check in with Shirley about the specifics of our webinar software.

Stephanie:

- Angie and Stephanie will add something to the registration form about environmental allergies/mold allergies and asthma so those people will not be put in Ballard. *Done!*
- Steve will check with Menucha to see if we can get access to Creevey or another space in the morning. He will get in touch with Amy Hofer about it. If this happens, Stephanie and Angie will need to add info about the OER Preconference to the registration form.
- Stephanie will look into documentation to support people in choosing the right committees for them and info that will help committee members will be successful (where the right documentation is, what to do, timelines, etc.).
- Bryan, Chris, and Stephanie will draft documentation on what to do when there are conflicts of interest on the scholarship committee.
- Stephanie will follow up with scholarship recipients to get them to write up something about their experience for the blog.

Steve:

- Steve will get info about the Conference website to Aja. Aja will create the Menucha Conference website.
- Steve will check with Menucha to see if we can get access to Creevey or another space in the morning. He will get in touch with Amy Hofer about it. If this happens, Stephanie and Angie will need to add info about the OER Preconference to the registration form.
- Steve will check on the cost-sharing between ACRL-OR and LIRT for the Metacognition preconference to make sure the money is going to the right places.

- ❑ Janet will write up a report for the State Library and Steve will look into putting that information into our unit reporting to ACRL National and OLA.
- ❑ Steve will check with Aja on the Digital Humanities webinar
- ❑ Steve and Molly will look into the membership survey.

