At the 2014 ALA Annual Conference, based on recommendation by the Committee on Organization, 2013-2014 ALA CD#27.1, Item#2, Revision of Policy A.4.3.12 Membership Initiatives Groups, the ALA Council approved the revision of Policy A.4.3.12 Membership Initiatives.

At the 2015 ALA Midwinter Meeting, upon recommendation by PMC, the Council voted that the following revised text Policy A.4.3.12 Membership Initiative Groups (MIG) be incorporated into the ALA Policy Manual as follows:

“A Membership Initiative Groups (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term, renewable mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers. Once established, a MIG may operate for three years at which point it may re-petition for another three-year term or may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it. The re-petitioning process can be renewed every three years. If the re-petition process is not carried out when due, the MIG will be disbanded.”

See “Policy Reference File” for information on MIGS
Report to ALA Council
Policy Monitoring Committee
2015 ALA Midwinter Meeting

In accordance with Policy A.4.2.6 of the ALA Policy Manual, the Policy Monitoring Committee (PMC) has reviewed all actions taken by the ALA Council during the 2014 ALA Annual Conference for possible incorporation into, addition to, or changes to the ALA Policy Manual. Based on Council actions at the Annual Conference in Las Vegas, Nevada, the following additions and changes are recommended:

**ACTION ITEMS #1-3:**

**Item #1: Communication to ALA members by ALA Committees and Council Committees**

At the 2014 ALA Annual Conference, the ALA Council adopted a Resolution on Communication by ALA and Council Committees (2014-2015 ALA CD#27.1) to read: "Each chair of an ALA Committee or a Council Committee is responsible for submitting to the ALA Executive Director at least two times each year a substantive report on the committee's work and accomplishments so that these reports can be made available to all interested ALA members. Such reports may address, but not be limited to, matters such as accomplishments, planned activities, issues that affect the committee's work and their implications for the future, interactions with other units within ALA, relationship of the committee's work to the ALA strategic plan, current level of committee members' involvement (more substantive than an attendance roll), committee self-check on its value and viability (update charge, discontinue committee, consolidate with another, change structure, other observations)."

PMC moves that the above text be incorporated into the ALA Policy Manual as Policy A.5.5.4 Committee Reporting.

**Item #2: Lifespan of Membership Initiative Groups**

At the 2014 ALA Annual Conference, the ALA Council adopted this revision to ALA Policy A.4.3.12: "Once established, a MIG may operate for three years at which point it may repetition for another three-year term or may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it. The repetitioning process can be renewed every three years. If the repetition process is not carried out when due, the MIG will be disbanded."
PMC moves that the revised text be incorporated into the ALA Policy Manual as Policy A.4.3.12 to read:

“A Membership Initiative Groups (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term, renewable mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers. Once established, a MIG may operate for three years at which point it may re-petition for another three-year term or may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it. The re-petitioning process can be renewed every three years. If the re-petition process is not carried out when due, the MIG will be disbanded.”

Item #3: Copyright: Interpretation of the Code of Ethics

At the 2014 ALA Annual Conference, the ALA Council adopted a new interpretation to the Code of Ethics regarding “The Copyright” as recommended in ALA CD#40.1.

The new interpretation to Code of Ethics will be represented in the ALA Policy Manual by means of an abstract, supplied by the originating committee, followed by a reference to the Policy Reference File, where the full text of the Interpretation will reside.

PMC MOVES INSERTION of the following as B.1.4:

B.1.4 Copyright

Librarians are sources of copyright information for their user communities. Librarians should acquire a solid understanding of the purpose of copyright law and knowledge of its details relevant to library activities. They should do so in order to develop the ability to critically analyze issues of fair use or other limits to the rights of copyright holders, as well as to gain the confidence to implement the law using good judgment. Librarians and library staff should be educated to recognize and observe copyright and its limits, to understand and act on their rights and those of their users, and to be ready to inform or properly refer users with questions pertaining to copyright. When the balance between rights holders and information users' needs to be restored, librarians should engage with rights holders and legislators and advocate on behalf of their users and user rights. Adopted, 2014. (See “Policy Reference File”: Committee on Professional Ethics Report: 2013-2014 ALA CD#40.1_63014_act)
Lifespan of Membership Initiative Groups (MIGs)

ALA Policy A.4.3.12 states:

A Membership Initiative Group (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers. [Emphasis added.]

During its meetings in Philadelphia in January 2014 COO approved two new MIGs, the Diversity Membership Initiative Group and the Programming Librarian Membership Initiative Group. COO wondered at that time what “short-term” means in Policy 4.3.12.

Governance Office staff have since provided committee members with past COO documents.

A 2008 document stated: “A Membership Initiative Group shall exist for three years, following which it must petition for another three years, apply for another place within the ALA structure, or disband.” And recommended that “The MIG will exist for three years, after which it may re-petition for another three-year period.”

Another 2008 document from ALA staff stated: “Current guidelines allow continuation of a Member Initiative Group for three (3) years, following which “the MIG must either disband or apply for a place within the ALA structure.”

And recommended that it be changed to:

“The MIG will exist for three years, after which it may re-petition for another three-year period.”

Some MIGs have been in existence for more than three years but have not petitioned for renewal. For example, the Libraries Foster Community Engagement MIG has developed into an active community serving ALA members’ interests. Periodic organizational self-examination is healthy. It is built in to the MIG structure but has not been carried out consistently. Other MIGs have served their purpose and ceased.

To preserve MIGs, a useful member organization form, and to assure that such organizations do not linger in the Handbook of Organization past their viability, COO affirms the three-year renewal cycle. The information about MIGs at http://www.ala.org/groups/mcoms/migs states that

At the end of its first three years of existence, a membership initiative group may request renewal for one additional three-year term by providing a petition for that purpose signed by at least 100 ALA members in good standing to the ALA Committee on Organization, may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it.
With the exception of special task forces (which are usually appointed by the ALA president), MIGs are the only membership units that at the time of their creation are time-limited. COO recommends the following change to the guidelines:

At the end of its first three years of existence, a membership initiative group may request renewal for an additional three-year term by providing a petition for that purpose signed by at least 100 ALA members in good standing to the ALA Committee on Organization, may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it. These same options are open to a MIG at the conclusion of each three-year period of its existence.

This requires slight revision of Policy A.4.3.12 through addition of the highlighted text:

A Membership Initiative Groups (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term, renewable mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers. Once established, a MIG may operate for three years at which point it may re-petition for another three-year term, may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it. The re-petitioning process can be renewed every three years. If the re-petition process is not carried out when due, the MIG will be disbanded.

**ACTION Item #2:** Resolved, that Council approves the following revision to ALA policy A.4.3.12:

A Membership Initiative Groups (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term, renewable mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers. Once established, a MIG may operate for three years at which point it may re-petition for another three-year term, may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it. The re-petitioning process can be renewed every three years. If the re-petition process is not carried out when due, the MIG will be disbanded.
At the 2009 ALA Annual Conference, upon recommendation by the Council Policy Monitoring Committee, the ALA Council approved the codification of ALA Policy 6.12, Membership Initiative Groups (MIG), which read:

6.12 A Membership Initiative Groups (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers.

NOTE TO READER: The following was taken from the Policy Monitoring Committee Report, 2008-2009 ALA CD#17.1:

Membership Initiative Groups. In conjunction with considering possible changes to policy to reflect use of electronic signatures, it was noted that Membership Initiative Groups are not described in the Policy Manual. Instead, the description of MIGs and processes pertaining to them appears on page 154 of the 2008-2009 ALA Handbook of Organization. In response to a request from PMC, The Committee on Organization included a definition for Membership Initiative Groups as an information item in its report at Midwinter, 2009. Since the wording is the same as has appeared on page 154, and since that wording was approved by Council when it was first written, it is now ready for insertion into the Policy Manual.
The following information was taken from the 2009 Midwinter Committee on Organization Report to Council, 2008-2009 ALA CD#27.

Information Items:

At this conference, COO approved Guidelines for Assemblies, Guidelines for Interest Groups, Guidelines for Forums, and Guidelines for Membership Initiative Groups. All of these group exist in current Council approved policy and these guidelines are an attempt to provide readily available descriptions of how these units function within ALA. (See Addendum 1 for Guidelines) We are still considering “Guidelines for Discussion Groups” and will have that process completed by the Annual Conference. I would like to thank COO Member, Edward Swanson for chairing the subcommittee responsible for this work and the subcommittee members: Melora Raney Norman, Margaret A. Oettinger, and Carol A. Parkhurst.

We also are forwarding to Policy Monitoring Committee the following description of MIGS to be placed in the ALA Policy Manual. While MIGS were authorized by Council in the 1980’s, (There are currently five MIGS functioning within ALA: Libraries Fostering Civic Engagement, Games and Gaming, Information Commons, Library Assessment, and Virtual Communities and Libraries) and they are referred to in the Bylaws and elsewhere in the Handbook of Organization, there is no mention of them in the Policy Manual.

“A Membership Initiative Group (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers.”
GUIDELINES FOR MEMBERSHIP INITIATIVE GROUPS

Definition:

A membership initiative group (MIG) is a short-term organizational vehicle that provides for prompt, organized membership activities on topical issues of mutual interest.

While possibly overlapping with other ALA units for brief times, a MIG may not assume any of the delegated responsibilities of said units that are currently being carried out by said units, nor may a MIG speak for the Association.

Formation:

A group of ALA members, having identified their common concern for some aspect of librarianship, shall present the following information to the ALA Committee on Organization:

1. A statement of purpose.
2. A petition signed by at least 100 ALA members in good standing.
3. The signatures and addresses of designated organizers.

The COO chair shall acknowledge receipt of the required documentation, with a copy to the ALA Member Programs and Services. After verification of the signatures on the petition, ALA COO shall approve or disapprove the establishment of the MIG. This action shall be reported to Council in the COO report at the next conference.

The ALA Conference Arrangements Office shall acknowledge receipt of notification and make every effort to accommodate the space/time/place needs of the group.

A membership initiative group may function in ALA for a maximum of three years, and may have meetings and programs. During this time, the Association shall provide meeting space, a listing in the Handbook of Organization, inclusion in conference schedules, and a contact person at Headquarters designated by the Executive Director to provide parliamentary counseling. In addition, the MIG may request small support items, either from Headquarters or as budgetary requests to BARC. All other MIG activities will be handled by the group.

Renewals:

At the end of its first three years of existence, a membership initiative group may request renewal for one additional three-year term by providing a petition for that purpose signed by at least 100 ALA members in good standing to the ALA Committee on Organization, may request another place within the ALA structure by following the procedures for establishing that type of group, or may request the ALA COO to disband it.

Reports:

A membership initiative group shall provide an annual report of activities to the ALA Committee on Organization by August 1 of each year or more often if requested.
As with ALA’s Open Meetings Policy, 7.4.4, the primary purpose of the policy on Open Activities is to facilitate transparency of the Association’s governance. The policy is intended to cover all activities of committees, boards, etc. of the Association and its units that take place between the meetings held at the Midwinter Meeting and Annual Conference and other official meetings scheduled between conferences. Activities such as communications, mailings, emails, discussion lists, blogs, etc. which do not meet the definition of a meeting, ALA Policy, 7.4.1, are examples of activities covered by this policy.

Exceptions to this Open Activity Policy are permissible for committees, boards, etc. whose discussions frequently touch on matters of privacy regarding individuals, institutions, and/or organizations, or where, in the opinion of the body, its work would be hindered by open member accessibility to discussions.

5. ACTION ITEM 5. Membership Initiative Groups. In conjunction with considering possible changes to policy to reflect use of electronic signatures, it was noted that Membership Initiative Groups are not described in the Policy Manual. Instead, the description of MIGs and processes pertaining to them appears on page 154 of the current (2008) ALA Handbook of Organization. In response to a request from PMC, COO included a definition for Membership Initiative Groups as an information item in its report at Midwinter, 2009. Since the wording is the same as has appeared on page 154, and since that wording was approved by Council when it was first written, it is now ready for insertion into the Policy Manual.

Because of the renumbering undertaken in Action Item 4, the new policy belongs at 6.12, taking the place of the relocated policy on Offices.

PMC MOVES INSERTION of the text below as 6.12.

A Membership Initiative Group (MIG) is formed when a group of ALA members identifies a common concern or interest about librarianship which falls outside the delegated responsibility of a single division, roundtable, or unit, and wishes to establish a short-term mechanism to address this concern or interest. To establish a MIG, which must be approved by COO and reported to Council, a group must submit to the Committee on Organization a statement of purpose, at least one hundred signatures of ALA members in good standing, and the names and addresses of designated organizers.

Numbering of policies in this section would thus be in the following order: 6.6 Committees; 6.7 Subcommittees; 6.8 Commissions; 6.9 Task Forces; 6.10 Discussion Groups; 6.11 Assemblies; 6.12 Membership Initiative Groups; 6.13 Interest Groups; 6.14 Sections; 6.15 Forums; 6.17 Open Activities; 6.18 Virtual Members; 6.20 Offices.

6. ACTION ITEM 6: Core Competences of Librarianship.

At the 2009 Midwinter Meeting Council adopted The ALA’s Core Competences of Librarianship, as amended, as a policy of the Association and as an important component of the revision of the Association’s accreditation standards.
American Library Association  
Committee on Organization  
Report to ALA Council  
Annual Meeting 2008

**Action Item**

I. To revise the composition of the Committee on Accreditation to reflect practice as follows:

The Committee on Accreditation shall be composed of twelve members including the chair. There shall be nine members at large, two public members who are neither members of ALA nor librarians, and one individual representing the Canadian library community who is appointed in consultation with the Canadian Library Association. Each public member shall be appointed for a two-year term which may be renewed once. Each of the other members shall be appointed for non-renewable four-year terms. All terms shall be staggered. No member may serve more than four years. To qualify as a public member, a person must not have enrolled in library and information studies coursework, been employed in a library, served as a library trustee, or been a member of the American Library Association or other library associations.

**Background:** This action was brought forward by ALA Senior Associate Executive Director Mary Ghikas and ALA Director of the Office for Accreditation, Karen O’Brien. It essentially clarifies current practice.

**Informational Items**

I. COO acknowledges that increasingly, informal organizational units like discussion groups and membership initiative groups are serving an important purpose for members who wish to network and discuss common professional interests. However, there is a perceived need to establish and implement procedures for setting up these groups, particularly at the Association level in order to support members who may be interested in establishing one. COO also finds it necessary to review its own charge in relation to the establishment and maintenance of said less formal organizational entities. Therefore, COO will be setting up a wiki or some other shared workspace so as to create a context for developing said procedures and for reviewing its charge, with the goal of having changes ready to recommend to Council at Midwinter 2009.

II. It has been brought to COO’s attention that some Membership Initiative Groups (MIGs) wish to continue their work in their current configurations as Membership Initiative Groups, and do not wish to transform themselves into a more formal structure. Since current guidelines assert that after three years of existence a MIG must disband or transform, COO has expanded the guidelines to read: “A Membership Initiative
Group shall exist for three years, following which it must petition for another three years, apply for another place within the ALA structure, or disband."

III The chair of the Policy Monitoring Committee asked that COO review its charge and clarify its responsibility with regard to review of unit policies. COO interprets 5.3 to mean that the Policy Monitoring Committee is charged with reviewing any division, round table, or other unit policies to ensure compliance with Council-established policies as needed.

Respectfully submitted, June, 2008

Chair:
Melora Ranney Norman*

Members whose terms end in 2008:
Joan E. Bernstein*
Peter D. Hepburn*
Antoinette Negro
Vanessa Work Ramseur
Intern: Mark A. Jacobs

Members whose terms end in 2009:
Kathleen E. Bethel*
James B. Casey*
Diane R. Chen*
Andrew Field Johnson*
Stephen L. Matthews*
Margaret Anne Oettinger*
Carol A. Parkhurst*
Edward Swanson*
Intern: Rachel Rubin*

Liaisons: Lois Ann Gregory-Wood*

*Present