Meeting: Thursday, January 10, 2008, 2 pm – 5:00 pm, Philadelphia Convention Center, Room 106-A/B

Present: Ann Coder (for ACRL), Vickie Hanawalt (Oberlin Group), Martha Kyrillidou (ARL), Rita Pellen, Mary Jane Petrowski (ACRL), Pam Snelson (for ACRL), Denise Davis (convener), Laura Hardesty (Census), Barbara Holton (NCES), Patty O’Shea (Census), Tai Phan (NCES).

Absent: Shawn Calhoun (ACRL), Colleen Cook (ARL), Pat Profeta.

1. Preliminaries
   a. Introductions – meeting started at 2:00 P.M.
   b. Logistics (breaks, other)
   c. Minutes approval, Annual Conference meeting, Washington, DC @ 2:03 - approved
   d. Agenda review, any new items

Information Items

2. NCES update (Phan/Holton)
   a. Public library and state library agency surveys were successfully transferred to IMLS in October 2007 (FFY 2008). Future publication of reports and data files will be on the IMLS Library Statistics Program website.
   b. The ALS survey, and the school library survey will remain with NCES
   c. Library Program staff were transferred to other activities; Barbara Holton remains with the Library Program under the direction of Tai Phan and Jeff Owings.
   d. Improvements to the remaining library surveys are delayed due to flat funding since 2006. There may be increases in 2009.
   e. NCES will retain the Library Program archive on its website.
   f. Older academic library data files were removed for confidentiality editing and are now being restored to the NCES website. The most recent revised file was 1996; the edited files will go back to 1990.
   g. Revisions to the ALS Peer Tool were slow, but are happening.
   h. The 2006 ALS First Look report is underway and should be released in summer 2008.
   i. The 2008 ALS will commence in fall 2008.
   j. The NCES Fellows Program is a weeklong training program and ALS members are encouraged to attend. The training will be held November 3-7, 2008 and more information can be found at http://ies.ed.gov/whatsnew/conferences/?id=184.
   k. The NCES Webmaster improved access to library stats by including links to most recent information in the right navigation column of the program page (example see: http://nces.ed.gov/surveys/libraries/)
1. Powerpoint slides in meeting materials. Slides represent unedited data for the top 5 rankings for various academic library characteristics.

3. Census update (O'Shea/Hardesty)

   a. 2006 Survey
      1. The edited imputed file was sent to NCES in mid-August. The suppressed version of the file that is used for the Compare Libraries tool on the web was sent also on August 14, 2007.
      2. The edited imputed file and imputation documentation was sent to NCES on December 10, 2007. The suppressed file was also sent in December.
      3. The First Look publication tables were delivered to NCES on December 20, 2007. Census staff hopes to send the NCES the Supplemental Tables very shortly.

   b. 2008 Survey
      1. Census will start working with NCES and K-Force to update the 2008 web collection application based on decisions made at this meeting. Necessary changes to Census internal program, including the post-collection system, table and imputation programs also will be made as a result of decisions at this meeting.
      2. Census will update the survey edits based on problems identified during the 2006 collection along with any new edits stemming from survey changes, as well as new parameters based on the 2006 data.

4. Other surveys and projects that do or could have an impact on NCES/ALS
   a. ACRL – any recommendations from the ACRL committees to NCES ALS committee (Snelson/Petrowski)
      1. 2007 survey invitation was sent out on January 7th aligning with the ARL survey calendar. The survey cycle is January-March, not fall as in the past.
      2. During the ACRL statistics meeting discussions in fall 2007 the option of the NCES ALS becoming an annual survey was raised. A call was arranged between ACRL and ORS staff with NCES ALS staff. Per that discussion the ALS will remain biennial. However, ACRL was encouraged to test and recommend through the survey advisory committee supplemental questions.
      3. ACRL is soliciting information from members regarding their data needs and uses of current data reports, and ACRL member leaders will be reviewing those responses to plan future data collection activities.
      4. The status of NCES ALS was questioned (Snelson). Tai Phan reassured the advisory committee that the ALS is not in jeopardy and will remain with the Elementary/Secondary & Libraries Studies Division at NCES. Tai encouraged ACRL to recommend new questions for Section H. Questions were asked about the ALS peer tool design.

   b. ARL (Kyrillidou)
1. Table of activities included with meeting materials and are attached with
the minutes.

c. Oberlin Group (Hanawalt)
   1. The transition to a web-based survey is complete and the 2007 survey
   recently closed. The Acquisition Survey also was incorporated into the
   base survey. Oberlin Group will begin adding historical data (they have
   been in existence since 1986).
   2. Data analysis has had its bumps, but overall the transition was
   successful.
   3. There will be a new Oberlin representative to NCES-ALS. Terri Fishel,
   Library Director at Macalester College, will take over as representative
   following the annual meeting in Anaheim. Hanawalt will invite her to
   attend that meeting as a guest.

d. IMLS (no representatives from IMLS attended)
   1. Denise Davis reported what she knew about the FY2008 Federal budget
   for IMLS. Approximately $10.2 million was assigned to “earmark” and
   if they are removed the funds could be restored to the appropriate
   programs at IMLS. Impacted programs include state programs (LSTA),
   Native American library services, and 21st Century Librarians.
   2. FY2008 NCLIS funding supports the closing of that agency; it is
   anticipated staff will be moved to IMLS.
   3. Things are moving along with establishing/filling the research positions
   of the newly formed Policy, Planning, Research, and Communications
   division.

e. ALA (Davis)
   A summary was provided in advance of the meeting and is attached with the
   minutes. Changed since the update was prepared are:
   1. The Member Demographics survey became part of online Membership
   renewal form in early January. Pam Snelson suggested a $1 member
   discount to those that complete the survey. Denise will refer this
   suggestion to the Member Relations office.
   2. Library Networks, Cooperatives and Consortia study is complete and
   transferred to ASCLA. The final project report is on the ORS LNCC
   website; the searchable database, tutorial and podcast is on the ASCLA
   website.
   3. Linguistic Isolation study results will be released as part of the ALA
   State of America’s Libraries report during National Library Week, April
   2008.
   4. ALA ORS is updating its Retirement Study. The project will run through
   2009, and Decision Demographics (Stephen Tordella) will conduct this
   work. Findings will be included, as appropriate, with other work being
   done as part of the ALA Graduated Dues Study.
   5. IMLS UNC Workforce Study – preliminary data will be reported to that
   project Advisory Committee Friday, January 11th.
5. Preparing for the 2008 Survey (Census, NCES)
a. OMB Calendar for clearance deadline
   1. There are no issues with the current calendar.

b. Process issues
   1. Advice for data collection procedures – 2010 interim to send a request for an update to their contact information – 2008 to send email with an invitation to the NCES training or a link to the First Look.
   2. Send letter to LR’s for test process – will be forwarding to LRs any bounce-backs to get current contact information. The earliest the letters have been sent is mid-October.
   3. In addition to the usual announcements through ACRL, it would be possible to send communications to ACRL members earlier than fall 2008.
   4. Denise asked if an ACRL/ARL and ALS questionnaire crosswalk table would be helpful. ACRL indicated one was done, but is not detailed or comprehensive. Based on data element labels (not definitions) there appears to be a high percentage of overlap. Martha Kyrillidou suggested reviewing several years of responses to determine if data are being similarly reported regardless of variation in definitions. ALA ORS staff will lead this activity, and will work with ACRL given its groundwork.

c. Survey draft for review by ALS committee
   1. Resolution of eligibility questions.
      1. It will be made clear to respondents that there is no penalty for not having a library.
      2. Second and third question rewording (someone there during all open hours) will be reviewed based on AC comments; revisions will be sent by NCES/Census staff to AC for approval.
   2. Part B - Questions 02 and 03 Discussion of revised regulations on exempt and non-exempt employees based on language provided by Colleen Cook (FLSA); AC determined this was not an issue and definitions will remain unchanged.
   3. Part D - Print Photos reported in Q22; if non-paper format (negatives or slides) they are reported in Q25.
   4. Part E – Archival materials, digital collections. This needs considerable review and will be a working item for the AC for inclusion in the 2010 data collection. (AC)
   5. Is there value in knowing the detail of digital virtual reference (Pellen). Marie Radford has done research in this area and Denise will pursue an online discussion with Marie and the ALS AC.
   6. Definition of virtual library – NISO Z39.7 has a definition (Davis)
   7. Full OMB clearance package is required for the 2010 survey and improvements to the questionnaire will be held for that survey.

d. NCES will support a one-day training for ALS Library Representatives is 2009. This will be in lieu of the ALS AC meeting; ALS AC members are encouraged to attend the training.
The work of the committee was completed on Thursday afternoon, and no Friday meeting will be held. The meeting adjourned at 5:00 p.m.

HANDOUTS SENT WITH THE AGENDA PRIOR TO THE MEETING (EMAIL)

- AC Minutes, June 2007 (Washington, DC); Committee Roster
- NCES handout
- ARL Update table
- ALA-ORS update
- Travel reimbursement form