



## **ASSOCIATION OF COLLEGE & RESEARCH LIBRARIES**

### ***COMMUNITY AND JUNIOR COLLEGE LIBRARIES SECTION***

ALA Annual Conference—Orlando

Executive Committee Meeting II

Sheraton World Resort – Room 304

June 29, 2004 - 8:30 a.m.

***Approved Jan. 16, 2005***

**ATTENDANCE:** Marianne C. Rough, Section Chair; Imogene I. Book, Archivist; Christine Godin, Standards Committee Chair; Lora Mirza, Secretary; Carolyn F. Norman, Research and Publications Committee Chair; Ann Campion Riley, Library Resources Review Committee Chair; Cynthia Steinhoff, Past CJCLS Chair, Chair of Nominating Committee.

### **CALL TO ORDER**

CJCLS Section Chair Marianne Rough called the meeting to order at 8:42 a.m.

### **APPROVAL OF AGENDA**

Imogene Book moved that the agenda be accepted; so moved.

### **UNFINISHED AND CONTINUING BUSINESS; COMMITTEE REPORTS**

#### **Nominating Committee**

Past Chair Cynthia Steinhoff gave nomination materials to Marianne Rough, Incoming Chair of the Nominating Committee. Getting members to take leadership roles is difficult. The Nominating Committee for 2005 needs to be put in place. Carolyn Norman and Lora Mirza volunteered to serve as members on the Nominating Committee.

**Planning and Procedures** - Co-Chair Imogene I. Book. The committee continues to work on the bylaws. The group then turned to discussion of wording for several parts of the bylaws. Additional changes in wording in the Bylaws that were discussed will be incorporated in a written report.

Imogene will get someone designated as Handbook Editor. This area should be separate from the bylaws. The Handbook should be written, as was done some years previously. The Webmaster can be part of this project.

**Library Technical Assistant Education Committee** - Chair Linda Slusar was not able to attend the meeting and had provided a written committee report.

### **League for Innovation and Other Associations**

Ann Campion Riley spoke of the League for Innovation in the Community College. The League may be valued more than ALA and supported more by college administrators. The League includes twenty institutions with exemplary programs. Executive Director Mark Milliron, an excellent speaker, spoke at Cynthia's school during an orientation and was well received. The school eventually built its fall semester Reading Circles around Milliron's reading list. CQIN or Continuous Quality Improvement Network is like the League; it is another association institutions may want to join.

### **ACRL Excellence in Academic Libraries Award**

Cynthia is a member of the Selection Committee for the ACRL Excellence in Academic Libraries Award. Helen, ACRL Chair last year, is chairing the committee. Cindy's college received the award a few years ago. There have been fewer and fewer applications over the past years. It is important to start early in the application process; applications are due in early December. It is also helpful to have someone outside the library give support. Institutions that do not receive the award one year may be encouraged to apply another year. Helen asks that we identify programs that can be invited to apply, and that we show a team effort. See the criteria on the ACRL web page under ACRL Awards. Carolyn Norman asked that we provide links to all awards.

**Action: Cynthia Steinhoff will send a reminder to Kenley Neufeld to add a link to the ACRL Excellence in Academic Libraries Award.**

Mary Reichel, Chair of the ACRL Conference 2007, to be held in Baltimore, encourages more community college librarians to attend and to present. ACRL 2005 will be held in Minneapolis.

**Standards Committee Report and Discussions** – Christine Godin, Chair, reported on the work of this ad hoc committee. She noted that Cary Sowell had been appointed to the Task Force on Standards for Libraries in Higher Education. The document draft Standards for Libraries in Higher Education developed by the Task Force is written in the language of our times. These new standards, or guidelines, were approved at the Standards and Accreditation Committee Meeting. Today the ACRL Board will vote on accepting them. The draft is on the ACRL website.

Carolyn Norman commented that after the Standards are adopted there may be another paper. Yes, said Cynthia, benchmarks are needed. Ann agreed. The academic library survey Carolyn had mentioned may help. Former guidelines had large numbers for staff and for periodicals; it will be interesting now with technology. Carolyn asked how to fund this. Ann mentioned the data available from the National Center for Educational Statistics. Discussion turned to other sources of information and of statistics from surveys. Basic Library Statistics compiled by Bob

Molyneux are available at NCLIS, the National Commission on Libraries and Information Science.

Although in one sense the work of the ad hoc Standards Committee may now seem complete, the CJCLS members present felt the committee had ongoing important work. Cynthia suggested that the Standards Committee be made a regular committee; Carolyn suggested make it an arm to accreditation. As discussion continued, attention turned to the name of the ACRL Standards and Accreditation Committee; CJCLS should consider renaming its present committee with a similar name.

Discussion followed on Information Literary library resources. Both the League and NCLR provide important resources.

### **Brainstorming and discussion lead to motion to establish Advocacy Committee**

Ann, NCLR is important, the League is important. Mark Milliron, Executive Director of the League, needs to be contacted. Ann proposed that we have an Ad Hoc Advocacy Committee to write or send people to the League. Programs could include evocative names such as “Cool Toys,” if we could we use that name. What about an Executive Leadership Institute at the League or AACC, such as the Harvard Institute for Presidents? Carolyn suggested we identify whom to target, such as secondary level administrators. Ann suggested we do this on the list. Cindy noted we could get funding from EBSCO or Gale, with ACRL approval. We could invite speakers on Executive Leadership. Perhaps, voiced Christine, librarians could come for an hour to speak at such an institute. Carolyn mentioned doing a one-page fact sheet. Ann noted that ACRL might be doing this. The group asked does this include community colleges? Carolyn brought up the perceptions other educators may have of us. Ann, Cynthia, and Carolyn support an Advocate Center. Ann said we could begin with an Ad Hoc Committee. Imogene moved, and Christine seconded having a CJCLS Advocacy Committee.

**Library Resources Review Committee** – Chair Ann Campion Riley. Alice Lubrecht is rotating off.

**Teaching and Learning Committee (Bibliographic Instruction) and Research and Publications Committee.** Carolyn Norman reported on the semiannual report of research and publications jointly with bibliographic instruction/teaching and learning. The group met late in January with Community College Instruction. A guide is ready for publication on CD; Carolyn will see if the CD has been burned. The committee has reviewed it and will pass it on to Hugh. This is a living document that we presented to Teaching and Learning. A copy will be sent to every chair of CJCLS as a shared resource for our project. Secondly, Carolyn reported that The Guide to Resources for Community College Librarians (a combination of the Books for Community College Libraries and the Guide to Vocational and Technical Resources for Community College Libraries) is up on the CJCLS website for reviews. This is a value added resource, which is easy to understand. Carolyn will send material for the section on Building Construction. There is a brief description of different heating, A/C. The link goes to a sample as a guide. Start with own institution first. People will share, will post URL. The documents are long in words; it is pleasant to say we are there. We assume it will be free – a value added service to our membership and to general email for comments. We will have generic evaluation

form. Next? There will be a call for authors and a session on how to publish an ACRL guide. Compensation to authors was discussed. The U. S. Census will send out an academic Library Survey due February 15. The National Center for Education Statistics provides a means for comparing library statistics at their web site.

Marianne thanked all present for attending the meeting; the group discussed informally plans for the remainder of the Orlando conference.

#### ADJOURNMENT

The meeting was adjourned at 11:03 a.m.

Respectfully submitted,  
Lora Mirza, CJCLS Secretary 2003-2004

*8/19/04; updated 1/10/05*

*Approved with corrections (made in this version) 1/16/05*