

**AMERICAN LIBRARY ASSOCIATION
ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES
COLLEGE LIBRARIES SECTION**

EXECUTIVE COMMITTEE MINUTES

June 27, 1998

Eton Room, Henley Park Hotel, Washington, DC

9:30 a.m.

Membership meeting. The chair, having announced a membership meeting, asked if there was anyone present for such a meeting. There being none, the membership meeting was foregone.

1. Introductions. The following were present and introduced themselves:

Alice Bahr, Research for College Librarianship Committee chair

Lynn Chmelir, Nominating Committee chair, incoming Membership Committee chair

Marilyn A. Dunn, member at large

Paul Frisch, *CLS Newsletter* editor

Tara Fulton, member at large

Larry Hardesty, ACRL vice president/president-elect

Damon Hickey, secretary, College Library Leadership Committee chair, 1998 Program Planning Committee chair

John Jaffe, incoming vice chair/chair-elect

Michael J. McLane, Research for College Librarianship Committee

Vanaja Menon, 1999 Program Planning Committee co-chair

Lewis Miller, CLIP Notes Committee chair

Chris Millson-Martula, 1999 Program Planning Committee co-chair

Larry Oberg, chair

Susan Richards, Communications Committee chair

Catherine Rod, secretary-elect

Carolyn Sheehy, vice chair/chair-elect

Pam Snelson, past chair

Mary Lee Sweat, ACRL Board member-elect

Jennifer Taxman, College Libraries Discussion Group co-chair

Pat Weaver, College Library Directors' Discussion Group co-chair

Mickey Zemon, section past secretary, incoming member-at-large

2. Adoption of agenda. The agenda was approved as printed.

3. Approval of minutes of prior meeting. The minutes of the meetings of the Executive Committee, January 10 and 13, 1998, were approved as printed (correcting "1988" to "1998").

4. Chair's report: Larry R. Oberg. The chair, Larry Oberg, reported that the March 1998 ACRL statistics show a slight decrease in membership for both ACRL and CLS: 2338 in 1998 compared to 2372 in 1997 (1.43% decrease).

5. Chair-Elect's report: Carolyn A. Sheehy.

a. Appointments. The chair-elect has appointed four new committee chairs: Vanaja Menon and Christopher Millson-Martula for the 1999 Program Planning Committee, Lisabeth Chabot for the Continuing Education Committee, Lynn Chmelir for the Membership Committee, and Connie Dowell for the Nominating Committee. She has also appointed three new discussion group co-chairs: Cecilia Knight to join Jennifer Ross-Taxman for the College Libraries Discussion Group, Charles Getchell to join Patricia Weaver for the College Library Director Discussion Group, and Charlotte Slocum to join Jeanne Sohn for the Medium-Sized Academic Libraries Discussion Group. She has also appointed twenty members and reappointed ten members to committees (everyone who volunteered to ACRL was appointed to a committee).

b. Request for funding for CLS brochure. She has written to Althea Jenkins at ACRL requesting \$500 to update the section brochure. Funding will be decided on immediately following Annual.

c. ACRL 9th National Conference. Via COLLIB-L, members have been encouraged to participate. Scholarships are available.

d. Report on CLS Program for C&RL News. Susan Richards will report on the program.

e. Requests for all chairs. Please let John Jaffee know whether committee and discussion group members are in their first or second terms. Please discuss issues from this meeting with members. Please discuss times and dates for meetings at both Annual and Midwinter and give Carolyn those preferences. Please submit suggestions for use of the Initiative Fund, particularly in areas of legislative advocacy and outcomes assessment.

f. ACRL. All contracts must be approved by the ACRL Board. Agendas and minutes for all committee meetings should be submitted to the ACRL office within two weeks after the meetings (Executive Committee minutes should be marked as "draft," with approved minutes sent later). Either minutes or the ACRL report form may be used.

6. Past Chair's report: Pam Snelson. We did have an orientation breakfast prior to this meeting. Next year's will be under Larry's leadership.

7. Members-at-Large: Marilyn A. Dunne and Tara L. Fulton. There will be a section reception following the Library Director Discussion Group, at Timberlakes. The reception will be section-wide, not just for directors.

8. Committee reports:

a. College Library Directors' Discussion Group: Lynn K. Chmelir and Patricia Weaver, co-chairs. Two discussion ideas have come via the listserv: fundraising applying for grants and organizational issues surrounding computing in libraries that have taken on instructional technology responsibility.

b. CLIP Notes: Lewis R. Miller. The friends of college library survey went out in March with 195 responses so far. Mission statements surveys went out in April with 129 responses; a second notice will be sent soon. A proposal on local cataloging practices has been received, but has since been withdrawn, and the committee is looking for someone else to pursue this topic. A new and strong proposal on Web policies has just been received and will be pursued. The

committee's survey list is about four years old and many people are not responding. The committee may need funding for a new mailing to the Carnegie listing to create a new survey pool, plus a letter to the present list asking for recommitment. The letters will ask whether libraries prefer to receive the surveys via mail or via e-mail.

Carolyn Sheehy commented that the section budget should support the mailings. The committee intends to target the Carnegie Baccalaureate Arts I and II schools and the Comprehensive I and II schools with student FTEs of 1,000–7,500.

Larry Oberg suggested that the committee post a list of available and prospective *CLIP Notes* on the Web site, and Paul Frisch will put the site's URL in the *CLS Newsletter*. A list could be posted to COLLIB-L once a year as well.

c. Communications: Susan Richards. The committee would like to have the URLs of local library newsletters that are available on the Web. The committee is still looking for a listowner for COLLIB-L. After five years, Larry Oberg is eager to find a new listowner; time commitment is about an hour a day, sometimes seven days a week. The school must also be willing to support it. Larry's experience has been "enormously rewarding." The listowner must be a section member.

d. 1997–98 Conference Program Planning (Washington, DC): Damon D. Hickey. The topic for the 1998 CLS Program will be, "When Education Becomes a Business, What Happens to Traditional Library Values?" The program will follow a "New Hour with Jim Lehrer" format, with Damon in the Jim Lehrer role. Four librarians (Barbara Fister, Lee Hadden, John McGinty, and Linda Scarth) will discuss and debate the impact of the business-industry model on college librarianship, and the audience will then be invited to join the discussion.

e. 1998–99 Conference Program Planning Committee (New Orleans): Vanaja Menon and Christopher Millson-Martula. The 1999 program will focus on the impact of technology on library services from a user's perspective. The committee has invited case studies, and is looking for faculty and student perspectives and possibly for videotapes. The committee has identified a keynote speaker, and it may want to involve institutions in the New Orleans-area people in order to avoid travel expenses for non-ALA participants.

f. College Libraries Discussion Group: Jennifer L. Ross Taxman and Charlotte Slocum. Report on Tuesday.

g. College Library Leadership: Damon D. Hickey. The committee will sponsor a discussion entitled, "I Never Knew I Was a Library Leader" on Saturday, featuring several librarians who have developed as leaders in their own libraries, and what has helped and hindered them. The program is aimed at the non-director.

h. Continuing Education: Tara L. Fulton. Report on Tuesday.

i. Nominating (1997–98): Lynn Chmelir. No report.

j. Research for College Librarianship: Alice Bahr. As in past years, the committee plans to hold at ACRL National in Detroit several roundtable discussions about avenues for and roadblocks to

research and publication by college librarians. The committee's 1997 publication, *InPrint*, had a print run of six hundred, and only thirty-six copies remain. Preliminary discussions are underway with ALA Publishing to do a revised, updated Web version. This is a project for which initiative funds would be sought. To consolidate efforts for panel discussions at Midwinter, which RCLC holds routinely in years prior to ACRL Nationals, the CLIP Notes and RCLC committees are working toward planning a joint panel discussion for Midwinter 2000. Additionally, Ann Doyle is currently chair of a subcommittee examining and evaluating various definitions of the college library. The issue seemed worth attention, especially since one purpose of the committee is to facilitate research on college libraries.

k. Standards: Willis E. Bridegam. Report on Tuesday, June 30

l. Medium-Size Libraries Discussion Group: Jeanne G. Sohn. No report.

9. ACRL Liaison Reports:

a. ACRL Board: Bernie Fradkin. No report

b. Academic Status: Gene Mitchell. No report.

c. Budget and Finance: Janice Kemp. No report.

d. Government Relations: Peter Deekle. No report.

e. Racial and Ethnic Diversity: Clarence Toomer. No report.

f. Standards and Accreditation: Carolyn A. Sheehy. Our approach to standards will be changed radically from the quantitative/inputs approach of the past to an evaluative/outcomes approach as a result of the work of the ACRL Academic Library Outcomes Assessment Task Force. Carolyn is the ACRL Standards and Accreditation Committee liaison to CLS for both CLS Standards and the "Guidelines for Branch Libraries in Colleges and Universities." Will Bridegam represented us on both the ACRL Academic Library Outcomes Assessment Task Force and as chair of the CLS Standards Committee. The CLS committee is working on finalizing a first draft of standards at this conference. The CLS standards are not scheduled for approval until 2000-2001, but the committee is working towards an earlier approval date. Carolyn has followed up with Will and ULS (Lori Goetsch, chair) on the timeline for the revision of the "Guidelines for Branch Libraries in Colleges and Universities." All parties have agreed that these guidelines will be reviewed after the CLS standards and ULS standards have been revised, and that a joint CLS-ULS committee will work on the revision.

g. Membership: Lynn K. Chmelir. Lynn will not be able to attend the ACRL Membership Committee meeting, and wondered whether she was considered a member of that committee.

h. Reports from other ACRL committees. Larry Hardesty, ACRL president-elect-to-be, has asked Lynn Chmelir to chair the Appointments Committee, Micheline Jedrey to chair the Nominating Committee, and Scottie Cochrane to chair the Program Committee. He has appointed several other college librarians to these committees as well.

10. Old Business.

a. CLS manual revisions: Mickey Zemon. Mickey distributed copies of the revised “Manual of the College Libraries Section of ACRL,” with changes indicated. These changes are as follows:

- Delete “Preface - The CLS Historical Commission.”
- Under “The College Libraries Section and ACRL,” first paragraph, retain the first sentence but drop the rest of the paragraph and substitute, “There are fifteen sections within ACRL.” Add “African-American Studies & Librarians (AFAS),” “English and American Literature Section (EALS),” and “Extended Campus Library Services Section (ECLSS)” to the list of sections and change “Bibliographic Instruction Section (BIS)” to “Instruction Section (IS).”
- Under “Structure of the College Libraries Section,” first paragraph, replace the last sentence with the following: “Committees and discussion groups may be either standing (designated ‘s’) or ad hoc (designated ‘a’).” Eliminate the “d” (“discussion group”) designation from the list of committees. Eliminate “College Libraries Discussion Forum Committee (a)” and “Medium-sized Libraries Committee (s)” from the list. Designate all three discussion groups as “s.” In the next-to-last paragraph, change “ACRL Racial on Ethnic Diversity” to “ACRL Racial and Ethnic Diversity Committee,” and add “ACRL Committee on Status of Academic Librarians” and “ACRL University Libraries Section” to the list of ACRL groups with which the section maintains liaison.
- Under “Duties of the Officers of the College Libraries Section,” subsection “Elected Officers on the Executive Committee,” delete the first two responsibilities and replace them with “Submits Section’s budget requests for year by deadline.”
- Under “Committees of the College Libraries Section,” subsection “Ad Hoc Committees,” delete “College Libraries Discussion Forum Committee” and “Medium-sized Libraries Committee.” To “Conference Program Planning Committees,” add, “The member-at-large serves on this committee during his/her first year in office.” Under “Nominating Committee,” add, “The member-at-large serves on this committee during his/her second year in office.”
- Under “Committees of the College Libraries Section,” subsection “Discussion Groups,” add to “College Libraries Discussion Group,” the following: “To address the need for college librarians who are not directors and for support staff to have a forum for discussion within the Section.” To “Medium-Sized Libraries Discussion Group,” add “To address the needs of the ‘medium’ sized libraries; chair serves as liaison to University Libraries Section.”

Mickey thanked Pam Snelson, Carolyn Sheehy, and Larry Oberg for their help. Additional changes and the listing of the 1998 program will be made in the manual next year, and should be given to Damon Hickey. In the future, membership statistics will be the October statistics for consistent comparison. Carolyn Sheehy and Larry Oberg will appoint a task force to review the by-laws and to recommend any needed changes. These changes were moved, seconded, and passed unanimously. The revised manual will be posted on the CLS Web page. The chair thanked Mickey Zemon for her work.

b. ACRL committee liaisons: Carolyn A. Sheehy. Carolyn distributed several possible models for liaisons between ACRL and CLS. Some liaisons are appointed by ACRL or its committees, while others are appointed by CLS or its committees. Some officially-designated liaisons from ACRL and its committees never liaise with CLS or its committees, despite repeated attempts by section chairs to secure their presence. And, although CLS may wish to liaise with certain committees of ACRL (Membership or Leadership Development, for example), these committees may welcome section liaisons but not consider them to be members of their committees, resulting in poor communication between the ACRL committee and the liaison. Larry Oberg asked why we have some liaisons and not others. Pam Snelson wondered which ACRL groups we want to know about. It was decided to ask CLS committee chairs to look at which ACRL groups we want to liaise with and to report back on Tuesday, or poll their members and report to Carolyn within one month. By Midwinter Carolyn will appoint a task force to look at these recommendations to see which others we should consider. The task force could also consider how well ACRL-appointed liaisons are functioning.

11. New Business.

a. Annual membership meetings (Focus, location, etc.): Carolyn A. Sheehy and Larry R. Oberg. Carolyn presented several options for membership meetings. She felt that it is important to have a regular meeting time. Model A retains Executive Committee meetings as-is at Midwinter, with one Executive Committee and one Section (membership) meeting at Annual, possibly before or after a social event. Model B would retain Executive Committee meetings as-is at both Midwinter and Annual, and would have a separate membership meeting, possibly in conjunction with a new-member orientation/social activity and the CLS Program. In both models the membership meeting would involve reports from committees and action items requiring a membership vote.

At present the annual section (membership) meeting is required by the section bylaws. Larry Oberg wanted to be clear about what we want this membership meeting to accomplish: section business, orientation, or some other purpose. In some sections, members are encouraged to come to Executive Committee meetings and to participate, removing a need for a separate membership meeting. Some sections have Dutch-treat breakfasts, lunches, or dinners in conjunction with membership meetings. Having membership meetings in conjunction with the

section program is problematic because it would either cut into the program time (if people had issues to discuss) or have very sparse attendance. Larry Oberg would like to see something in the way of orientation for new section members and those attending ALA for the first time. If bylaw changes need to be made, do we have to have a membership meeting? The Membership Committee meeting will discuss this matter further. It was suggested that committees may want to discuss it as well as the liaison issue, to report back on Tuesday.

b. Remote participation in CLS: Carolyn A. Sheehy. Since the hour of adjournment had passed, this topic was postponed until the Tuesday meeting.

12. Adjourn. The meeting adjourned.

Damon D. Hickey, secretary

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EXECUTIVE COMMITTEE MINUTES

June 30, 1998
Jefferson E, Washington Hilton & Towers
9:30 a.m.

1. Introductions. The following were present and introduced themselves:

Willis Bridegam, Standards Committee chair
Lynn Chmelir, Membership Committee chair
Bernie Fradkin, ACRL Board liaison
Paul Frisch, *CLS Newsletter* editor
Tara Lynn Fulton, member at large
Damon Hickey, secretary, College Library Leadership Committee chair, 1998 Program Planning Committee chair
John Jaffe, incoming vice chair/chair-elect
Gene Mitchell, liaison to ACRL Committee on the Status of Librarians
Larry Oberg, chair
Susan Richards, Communications Committee chair

Catherine Rod, secretary-elect
Carolyn Sheehy, vice chair/chair-elect
Pam Snelson, past chair
Jeanne Sohn, Medium Sized Libraries Discussion Group chair
Mary Lee Sweat, ACRL Board member-elect
Jennifer Taxman, College Libraries Discussion Group co-chair
Pat Weaver, College Library Directors' Discussion Group co-chair

2. Adoption of agenda. The agenda was approved as printed, with the understanding that the order of items would vary depending on when people needed to depart. [The order of these minutes follows the order of the printed agenda.]

3. Approval of minutes of prior meeting. No minutes to approve.

4. Chair's report: Larry R. Oberg. Larry thanked everyone for the incredible amount of work done this past year and for the assistance given to him.

5. Chair-Elect's report: Carolyn A. Sheehy. Carolyn requested again that committee chairs give her a list of the members of their committees indicating whether they are in their first or second terms and their preferred meeting times for Midwinter and Annual in 1999.

a. Membership meeting. Carolyn raised again the timing and purpose of the annual membership meeting. Both the new Membership Committee and the Communications Committee had discussed it at their meetings. After considerable discussion by the Executive Committee, a consensus emerged for the New Orleans Annual Conference:

- If there is section business (such as bylaws changes), do it by mail ballot in conjunction with ALA elections.
- Make the membership meeting a very brief (five-to-ten minute) update by the chair to highlight the section, perhaps with the introduction of other officers and committee chairs, at the very beginning of the CLS Program. (Since the 1999 Program is already planned, a membership meeting at the beginning would have to be very brief indeed and Carolyn will discuss it with the Program Committee immediately. Carolyn will plan the presentation that she will make before the program, in consultation with the Membership Committee.)
- Experiment with a Friday-night dinner at Annual (with the presentation of section awards, should we decide with ACRL approval to institute them, in later years), apart from the

membership meeting (again, with a brief greeting and update by the section chair). Such a Dutch-treat dinner should be arranged outside the ALA/ACRL structure, as the Instruction Section's is, with section volunteers' making the restaurant arrangements, taking reservations, and collecting funds for the meal from those who attend.

- Publicize the fact that Executive Committee meetings are open to the membership. Distribute extra issues of the *CLS Newsletter* at Executive Committee meeting to those who are not section members.

b. Executive Committee meetings. It was agreed that at future meetings and conferences, updates from committee chairs and liaisons will be sent via e-mail prior to the Saturday meeting of the Executive Committee, and only action items that have been communicated to the section chair in advance will be dealt with at the meeting itself. The chair will bring copies of updates to the meeting. At the Tuesday meeting, chairs will be expected to be present to report for their committees, or to send substitutes to report. In order to avoid the problems caused by committee members' needing to leave early to catch planes, future Tuesday meetings will begin at 8:30 a.m., rather than 9:30.

c. Task forces. Carolyn announced the appointment of a Task Force on the Revision of the Bylaws consisting of Damon Hickey (chair), Larry Oberg, and Pat Weaver, and a Liaison Task Force consisting of Mickey Zemon (chair), Pam Snelson, and Lynn Chmelir.

d. E-mail committee participation. Carolyn raised the question of virtual committee participation via e-mail, especially for librarians new to ALA or to the section who cannot afford two meetings per year. The issue was referred to the Membership Committee for further discussion.

6. Past Chair's report: Pam Snelson. No report.

7. Members-at-Large: Marilyn A. Dunne and Tara L. Fulton. Only twelve people came to the CLS Reception, which the members-at-large attributed to the location far from the convention center, a problem which plagued several discussion activities as well.

8. Committee reports:

a. College Library Directors' Discussion Group: Lynn K. Chmelir and Patricia Weaver, co-chairs.

Pat reported that the turnout for the discussion group was only about half of what it had been for Midwinter, largely because of location. The five main topics discussed were money grants and friends of the library, electronic resources and reserves, library computing including systems librarianship and Web pages, instructional design and information literacy, and staffing issues. The informal format encourages discussion, and the chairs of the discussion group will try to work on marketing the discussion group.

Larry Oberg commented that it is important for programs and discussions to be scheduled in places that are easily accessible to the center of conference activity, and asked Carolyn to see what she can do about location in working with ALA and ACRL on scheduling. It was noted that attendance at some discussions is better at Midwinter than at Annual because there is less competition from programs.

b. CLIP Notes: Lewis R. Miller. No further report.

c. Communications: Susan Richards. Susan reported that Paul Frisch had more articles submitted to the *CLS Newsletter* than space for them. The CLS Web site is doing well also, with an average of five "hits" per day. Susan asked again that local libraries send her the URLs of their newsletters if they are on the Web, and tell her if they have a newsletter that is in print but not online. The committee is continuing to work on finding a new owner for the COLLIB-L listserv. It is also looking at other ways to communicate with the membership. The committee suggests that the Executive Committee consider the possibility of developing an award for a college library, possibly for best Web site or even for best library, based on some criteria. Bernie Fradkin commented, based upon his experience in the Community & Junior College Libraries Section, that it is helpful to have a sponsor for awards (this must be worked out through the ACRL office, which has been very helpful to him), and that awards for individuals as well as for libraries have merit (CJCLS gives a leadership award and a program award each year). Susan was asked to check with ACRL to find out what is required for a section to give awards, and what other awards there are, so that the Executive Committee can make a more informed decision about what to do and who should do it.

d. 1997–98 Conference Program Planning (Washington, DC): Damon D. Hickey. Attendance at the 1998 program was about 240, and very few left in the course of the hour and a half. Written evaluations have been largely positive. Cassette tape sales are reported to be good. The Executive Committee applauded.

e. 1998–99 Conference Program Planning Committee (New Orleans): Vanaja Menon and Christopher Millson-Martula. Carolyn Sheehy reported that the 1999 program will be on the topic, "Customer Perspectives: College Library Services in the Digital Age." The time will be 9:30–11:00 on Sunday morning once again. There will be a keynote speaker, three case studies, and questions and answers. Everyone is asked to think of things that are very creative, dynamic, and new that are being done in our institutions regarding service in the digital age, and to make proposals to Vanaja (menon@lfc.edu) by September 15 for 15-minute case studies to be included in the program. (The only ones received so far concern instruction, and the committee would like other programs as well.) If the person presenting the "customer" perspective cannot come, the committee is prepared to show video clips. The CLS brochure will be distributed at the meeting. There will be a Web site for the program, which should be linked to the CLS Web site at Austin College (Larry Hardesty).

f. College Libraries Discussion Group: Jennifer L. Ross Taxman and Charlotte Slocum. Eight people participated in the forum, and discussed issues related to copyright and electronic reserves and electronic journals, Web cataloging practices, and other issues.

g. College Library Leadership: Damon D. Hickey. On behalf of the committee, Damon moved that the Executive Committee appoint a member of the committee, Susan Richards, as liaison to the ACRL Leadership Development Committee. (Jeff Kosokoff, also a member of the committee, is willing to serve as backup should Susan be unable to attend the ACRL committee's meetings.) The committee feels that such an appointment would give Susan an official reason to attend its meetings and to be included in the committee's mailings and other communications. The ACRL committee does not want to make section liaisons members of the committee, however. The motion was seconded and passed.

Larry Hardesty reported to the committee that the New Library Directors' Mentoring Program is going well.

The committee's discussion forum was received well by the eleven people who attended. Attendance was hampered by a distant hotel and conflict with the ALA President's Program. The committee wants to have a follow-up discussion with other librarians at Midwinter: "I Never Knew I Was a Library Leader, Part 2."

The committee wants to do more to assist leadership development for non-directors, and has several ideas to discuss at future meetings. The committee wants as well to look at the issue of recruiting for college library leadership.

On behalf of the committee, Jeff Kosokoff has submitted for the ACRL National Meeting in Detroit a proposal on how to hire and be hired into leadership positions. The panel would consist of five librarians from both sides (hiring and being hired) from different types and sizes of academic libraries, geographically dispersed.

Finally, on behalf of the committee Damon moved that the committee's name be changed from College Library Leadership Committee to Leadership Committee, because the fact that it is a CLS committee implies a focus on college libraries. The motion was seconded and passed.

(Pam Snelson commented that each year the new chair should look at the *ACRL Handbook* to make sure there are no errors relating to CLS and to send corrections to the ACRL office if there are. This is the means for changing the names of committees and discussion groups in the ALA printed programs.)

h. Continuing Education: Tara L. Fulton. The availability of the "Hot Topics" tape has been advertised on the Web site for six months, with little response. It will be advertised again on COLLIB-L.

The committee has submitted a program proposal for the Detroit ACRL National Meeting, and is hoping to do a site visit to Loyola during Annual in New Orleans in 1999. The committee sponsored the Swap-N-Shop on creative use of staff at this conference and may want to build on that for a *Clip Note* or other activity..

i. Nominating. No one was present to report. If there is a report it can be sent by e-mail to committee chairs via Larry Oberg.

j. Research for College Librarianship: Alice Bahr. No further report.

k. Standards: Willis E. Bridegam. Prior to Annual the CLS Standards Committee took into account the work of the ACRL Academic Library Outcomes Assessment Task Force and drafted preliminary standards via e-mail. The committee acknowledged the ACRL task force's definitions of guidelines and standards and is clear now that the task force expects the section

to develop standards, not guidelines. The committee wants to produce a document that will be useful not only to well-established libraries but also to those that are struggling to bring themselves back up to a satisfactory level. The committee agrees that it would be appropriate to include ratios in the document. The draft document consists of a series of statements of principle, each of which is followed by a set of questions. The committee hopes to finish its first draft by August 15, to submit it to the CLS Executive Committee by September 1, to submit it to the ACRL Standards and Accreditation Committee later in September, to send a first draft to *C&RL News* and to the COLLIB-L listserv for publication by October 1, and to hold hearings at Midwinter with a notice of the hearings in the *CLS Newsletter* (publication in *C&RL News* is required before hearings may be held). Following hearings the second draft would be reviewed by Standards and Accreditation by February. By May 1999 a final draft would be ready to go to Standards and Accreditation, and then to the ACRL Board by the Annual Conference in 1999. The second publication of the actual standards would follow that and the committee's work would be complete.

Carolyn observed that Standards committees are strongly urged to include appendices to their documents giving examples to help institutions apply the standards.

The question was raised as to whether a single hearing at Midwinter is sufficient to bring the section along with a document that represents a radical change from earlier standards. Since the Standards Committee has set an ambitious schedule for itself, well ahead of the ACRL Standards and Accreditation timetable, might it be better to slow the process in order to allow the standards to have greater exposure? The Standards Committee will discuss this possibility and make the decision. Will observed that most people so far are welcoming the change, especially since our accrediting agencies are calling for a new approach. Hearings may be useful not only for preparing college librarians for change but also for helping them to understand this new approach.

I. Medium-Size Libraries Discussion Group: Jeanne G. Sohn. Only one person showed up for the discussion group, largely because it was listed as a committee, not a discussion group, in the program, and partly because of location. The group also failed to get the afternoon time slot it preferred, and would like to have a consistent time slot.

9. ACRL Liaison Reports:

a. ACRL Board: Bernie Fradkin. Bernie announced that this will be his last report to the CLS Executive Committee since he is going off the ACRL Board, and thanked the committee for allowing him to come to report.

- The Sports and Recreation Discussion Group and the Criminal Justice and Criminology Discussion Group have been approved by the ACRL Board.
- ACRL is setting up a "friends" group (initial donations of \$49–1,000) to support over and above the operating budget various things that are of interest to the membership but that are not covered by dues and other revenues.
- ACRL is setting up a trends and statistics update to understand better how our libraries are operating. (This will be a Web-based survey to which academic libraries will be asked to contribute the statistics.)
- The board is asking for input this year on how it achieves its goals and works for the membership. Constituency evaluations are going to sections and some other groups within ACRL.
- The board has approved a new chapter-relations document that should improve the way the board works with chapters and give a better understanding of revenue-sharing with chapters. (One does not have to be an ALA or ACRL member to belong to a chapter, but ACRL revenue for programming goes to chapters.)
- The board has adopted a report by the ACRL Web Task Force. ACRL Web sites do not have to reside on ALA's server, but ACRL is trying to assist those that do maintain these sites. The issue of paid advertising on the ACRL Web site is being considered.
- ACRL has given support to the National Literacy Initiative Effort (NLIE), and will be sponsoring a kickoff 4.5-day immersion program in July 1999 at Plattsburg State University to discuss issues concerning the training of academic librarians in information literacy and how we can become trainers and advocates and provide support at our colleges for information literacy. The program will be for new librarians, librarians who have not been teaching, and mid-career instruction librarians who will assume a leadership role in information literacy.
- The Detroit ACRL National Meeting will be an opportunity to focus on programming and practice rather than on meetings.
- About twenty-five people attended the ACRL New Member Luncheon, at which the Museum and Library Services Program announced that it is looking for reviewers for grant opportunities (220 grants this year for four million dollars). Bernie hopes that more academic reviewers will participate and distributed applications.

The chair thanked Bernie for his faithful and conscientious reporting to us. Carolyn asked whether there was any discussion of *Books for College Libraries*, and Bernie said that he was not aware of any. He does not know who will replace him as ACRL Board liaison.

b. Academic Status: Gene Mitchell. The plan to revise the "Standards for Faculty Status" has been on hold pending the report of the Academic Library Outcomes Assessment Task Force. The committee is satisfied with the present "Guidelines for Academic Status," but still wants to revise the "Standards for Faculty Status." Currently there is no mechanism for sanctioning institutions that ignore or violate the standards, and it may be necessary to draft the standards in such a way that individual institutions will have the leeway to interpret and adapt them.

c. Budget and Finance: Janice Kemp. No report.

d. Government Relations: Peter Deekle. No report. Peter Deekle is no longer a member of the ACRL Government Relations Committee.

e. Racial and Ethnic Diversity: Clarence Toomer. No report.

f. Standards and Accreditation: Carolyn A. Sheehy. The Academic Library Outcomes Assessment Task Force's report has been completed and is being given to the ACRL Board in the afternoon. Should it be approved, it will be added to the Web site. The task force has made three recommendations: (1) to endorse outcomes assessment, (2) to foster cooperation with regional accrediting agencies, and (3) to ask the ACRL Standards and Accreditation Committee to determine the standards for "standards" in order to ensure a uniform philosophy and to help units drafting guidelines to decide which parts of those guidelines are appropriate for outcomes. The task force recommended also that standards include appendices that would provide examples and samples of how the standards could be applied.

g. Membership: Lynn K. Chmelir. The new committee, which is not yet formally constituted, met and would like the Executive Committee appoint a liaison to the ACRL Membership Committee, as it has for the Leadership Committee. At Midwinter the committee will talk about a letter to be sent to prospective members.

h. Reports from other ACRL committees. None.

10. Old Business. None.

11. New Business. Carolyn formally acknowledged Larry's contributions as chair, particularly his thoughtfulness and articulation of concerns and issues and of what we are doing and why, his management of the section listserv, and his insights and eloquence. Others expressed appreciation for his mentorship of committee chairs and members. The Executive Committee applauded him.

12. Adjourn. The meeting adjourned.

Damon D. Hickey, secretary