Call to order and introductions--The meeting was called to order at 8:07 a.m. by CLS Section Chair Doug Lehman. Doug asked those around the table to introduce themselves.

Approval of agenda--agenda approved.

Approval of minutes from the 2012 Midwinter meeting--minutes approved. Minutes will be submitted by the Secretary to ACRL.

Officer reports
Doug noted that Susan Barnes Whyte is unable to attend this morning’s meeting and that John Lehner will join the meeting later.

Chairperson—Lehman--The Chair reported that the Section finished with a positive balance in the budget. Concerning the CLS Emerging Leader Doug reported that Diana Symons’s expenses have been covered by this year’s budget. The Section will sponsor an Emerging Leader for next year too. Vice-Chair/Chair-Elect Jill Gremmels will be responsible for that appointment. The Membership Committee updated the Section brochure and there will be a cost for printing new ones. The Research for College Librarianship Committee will also have a few yearend expenses. The Chair reminded that Section membership drives the budget so keep that in mind.

The Chair provided an update on the ACRL Leadership Council meeting. Doug reported on the ACRL President’s update and the ACRL Plan for Excellence. He related that there had been a core organizational values taskforce discussion focusing on intellectual freedom and ethics. He also noted that the ACRL Board had decided to reverse some of their decisions at the previous Board meeting and committees dealing with intellectual freedom and ethics would not be disbanded. Doug talked about the branding exercise and how it related to the Communities of Practice. He further noted that there was discussion to discontinue some ACRL interest groups. He said that the decision had been made to change the numbers of signatures needed to start various ACRL-level groups. For example, discussion groups will need 25 signatures; interest groups will require 75 signatures. There are many small sections in ACRL and they face issues different from the larger sections. If an interest group has 400 members, maintained over 3 years, they can move from interest group to discussion group. Retention of members is a big part of this discussion. CLS has over 2,700
members, so as a section we are in good shape. Doug noted that the Friday Night Feast was a very nice event.

Doug took time to recognize some of the outgoing officers and committee chairs. He recognized Chris Millson-Martula for his guidance during the past year as Past-Chair. Carolyn Carpan was recognized for her service the past two years as a Member-At-Large and for the excellent job she did planning and coordinating the Friday Night Feast in 2012. Neal Baker and Martha Zimmerman were recognized by Doug for their efforts serving as Co-Chairs of the 2012 Conference Planning Committee. Doug noted that Mary Heinzman stepped in to help with the Medium-Sized Library Discussion Group meetings when Vivian Carman-Brown passed away suddenly last August. Doug thanked Sally Gibson for co-chairing the membership committee. Doug acknowledged Susan Barnes Whyte for her service as ACRL CLS liaison to the Council of Independent Colleges and the end of her three year term. Finally, Doug recognized Nancy Magnuson for her leadership on the 2012 Nominating Committee. He noted that the committee had developed an excellent slate of candidates. Thanks to these individuals and committee members for their work over the past year.

b. Vice-Chairperson/Chairperson-Elect—Gremmels—Jill said she has been busy filling committee positions. She noted that she was able to complete the process by the deadline and that all chairs should have committee rosters for the 2012-13 year.

c. Secretary—Badertscher

d. Members-at-Large—Carpan and Watson—Carolyn thanked all for coming to the Friday Night Feast. She noted that we had great sponsorship from Serials Solutions and Ebrary. Each sponsor contributed $1,500 toward sponsoring the dinner which helped keep the cost to attendees very low. The dinner was held at Mr. Stox restaurant and everything seem to go well. Carolyn will send the traveling box of information to Ann about time lines, planning, etc. Carolyn said we had forty-two attendees. Carolyn also identified Megan Griffin on the ACRL staff as the person who made all of it possible. ACRL (i.e. Megan) handled the financial and business side of the event. Ann will work with Megan Griffin to identify possible locations for the Friday Night Feast in Chicago. The question was asked if anyone recalled where we held the Feast the last time we were in Chicago? No one could recall at the time. Carolyn said the contact with Serials Solutions was Kelsey Gibson. Carolyn noted that there was one graduate student in attendance and that the Feast is a good way to help recruit new members. Carolyn thanked everyone for allowing her to join this wonderful group (CLS). She said she will not be totally out of CLS, but will move to more ULS activities.

Ann Watson reported on the 2013 Program Planning Committee and was pleased to say that the program was accepted for next year. The program title is: “Value Enhanced: Reimagining a Philosophy of Excellence”. ALA is making some logistical changes beginning at next Annual in Chicago. All programs will be held
in the convention centers and not in hotels. This means the number of programs will change from year to year depending on available space in convention centers. The idea is that this will make it more efficient for attendees to get from program to program. It also means that there may be years when sections do not have programs accepted. One way to deal with this may be to co-sponsor programs with other sections.

e. Past Chairperson—Millson-Martula--Chris reported on two items. He conducted an orientation session on Friday night prior to the Friday Night Feast for four new committee chairs and Executive Committee members and shared information with them about the section and expectations as chairs and members of the Executive Committee. The second is that Chris is on the ACRL Nominating and Leadership Committee. If you are interested in running for ACRL President contact Chris.

f. Past Secretary--Doug spoke about updates to the CLS Section Manual. The call is to go out after Annual and prior to Midwinter by the past-secretary. Doug would like to get back on the right time line. He noted that the changes we approved at Midwinter have been incorporated into the 2012 version of the manual. He also said there are two versions on the CLS web site right now, a 2012 version and the older 2010 version. The links should work now, but there is some additional work that needs to take place.

5. Committee/Discussion Group reports
   a. Best Practices—McGrew--Kevin said the committee is working on the accreditation program and they did some advertising this spring. He said there were a couple of individuals who expressed interest and were matched up. Kevin said they are working on pairings. He spoke about a major project to find out what kind of projects are out there. He related that the committee planned to reexamine their charge on the agenda for tomorrow. He noted that their main focus was the accreditation coach program and find matching institutions.

   b. CLIP Notes—Smith—Erin shared that the word “Notes” is no longer part of the title. The committee name is now the CLIPP Committee. This stands for “College Library Information on Policy and Practice”. Erin said they are waiting for proposals. So far they have received only one proposal, but they would like to get more. Any ideas of how to solicit more proposals would be appreciated.

   c. College Library Directors Discussion Group—Provine and VanderPol—Rick and Diane will be at the discussion group meeting. Diane reported that the discussion group meets tomorrow and that attendees should plan to attend, if possible. Discussion took place about the process for changing the name of the discussion group. The new name will be “Leadership and Management Issues in College Libraries Discussion Group”. The discussion group will still focus on colleges. The main issue now is what are the procedures to make these changes. Jill said we will figure it out. Conversation was held about what is the level of discussion, level of responsibility by participants. It may not necessarily be the library director. It was felt that a change might help.
Motion to change the name of the College Library Directors Discussion Group to Leadership and Management Issues in College Libraries Discussion Group approved.

The section manual will need to be updated and the changes approved at Midwinter. The past secretary will make the changes.

d. Communications—Duck—Pat reported that the Communications Committee held two virtual meetings in August and January. The Committee did a lot of work behind the scenes, such as cleaning up the website. Pat noted that Shelly worked hard on the website. Pat asked “How do you get authorization to get access to some parts of the website?” It was also noted that the committee needs to be able to access the Facebook and Twitter accounts as well as the website. The committee had a goal of over 300 likes on Facebook and they met the goal. Twitter is a more difficult challenge

COLLIB-L discussion: The two librarians that manage the list are not on the Communications Committee. The question is should they be on the committee and how to handle this since they typically do not have terms like the newsletter editor or webmaster. The question will be raised with John Lehner, our Board liaison.

Pat said she has a good committee that is very energetic. Right now they just want to make sure links work and that new members of the committee are trained. She said the newsletter looks good and thanked Gloria Creed-Dikeogu and Deborah Rinderknecht for their work as newsletter co-editors.

e. Conference Program Planning 2012—Baker and Zimmerman—Neal and Martha—The program is ready to go on Saturday afternoon at 1:30 p.m. in the Anaheim Convention Center, Ballroom A. The title of the program is: “Reference Resurrected: Models for the 21st-Century College Library”. Barbara Whitney Petruzelli (Mount Saint Mary College) will serve as moderator with David Consiglio (Bryn Mawr College) and Scott Vine (Franklin & Marshall College) as the other panelists. One of the panelists, Susan Sharpless Smith (Wake Forest University) is unable to attend, but is sending a substitute from her library, Hu (Giz) Womack (Wake Forest University).

The question came up about the College Library Section Banner and how do we get it to from one person to the next person. Jill will work on getting it to the right person.

f. Conference Program Planning 2013—Barnes-Whyte and Dickinson—Neither Susan nor Julia were able to attend the Executive Committee meeting. The CLS program proposal for ALA 2013 has been accepted. The program title is: “Value Enhanced: Reimagining a Philosophy of Excellence”. Jill wanted it to focus on College Libraries for 2013.
g. Leadership—Badertscher and O’Brien—The Committee will present the award at the beginning of the CLS program.

h. Medium-Sized Academic Libraries—Heinzman and Maciejewski—Felice said the Discussion Group met at Midwinter and focused on e-books. Attendance was forty-four people. There were some vendors in attendance. Discussion tomorrow will be on the Georgia State copyright case. There will be a new co-leader joining, Mou Chakraborty.

i. Membership—Gibson and Ruediger—It was noted that membership is down 6% from last year. With 2013 being an ACRL conference year it is expected that membership will go up. It was commented that financial reasons seem to be the main reason people drop in non-ACRL years. There was a late request to change the brochure. The plan is get new quotations for the brochure to talk about the value of CLS. ACRL would like the ACRL brochures to look similar.

j. Nominating 2013—Jeffries—They have not done anything yet, but they will develop the slate of candidates that is due in September 2012.

k. Professional Development—Guthro—Clem said they are working on the professional development blog. He asked “How can we make this sustainable?” One way would be to post information and notices in a timely manner. The chair noted that one problem with the committee is that committee members do not attend committee meetings. There are three virtual members and three face-to-face “traditional” members. This led to a discussion of “what does being a committee member mean?” According to ALA committee members must attend meetings at Annual Conference. It was noted that this is an on-going issue. Conversation took place around what to do with the proliferation of virtual members who are appointed to committees, but never participate, either in person or virtually. One of the difficulties has been the uncertainty at ALA Annual and Midwinter about the availability of internet connectivity which makes it difficult for virtual members to participate. It was noted that it can be very difficult to establish a relationship with virtual members.

[The ALA Policy Manual says:

“4.5.2 Participation:
Members of all ALA and unit committees, task forces, and similar bodies are expected to participate in the work of the group. Participation includes both attendance at synchronous meetings scheduled in conjunction with the Midwinter Meeting or Annual Conference or at other times during the year, as well as contributions through asynchronous communication methods that may be utilized by the group outside of formal meetings. Attendance at meetings may be in person, or through other means that enable synchronous communication.”1 – text inserted by Doug Lehman. This is the “official” language from the ALA Manual. It appears that the requirement to attend ALA Annual no

longer exists, but they may attend either Annual Conference or Midwinter Meeting to participate in synchronous (i.e. face-to-face) meetings, but they should attend one or the other. – Doug Lehman added July 26, 2012.

[The ALA Policy Manual still contains language about non-participation: “4.5.3 Provision of explanation of absences
Members of all ALA and unit committees, task forces, and similar bodies are expected to provide explanation of their absences and/or inability to participate to the committee chair or unit secretary. Failure to provide adequate explanation of absences from two consecutive synchronous meetings or to participate otherwise in the work of the committee constitutes grounds for removal, upon request of the chair and approval of the appropriate appointing official or governing board.”2 This language does give a committee chair the option of requesting removal of a committee member who does not attend face-to-face meetings nor participates in committee work. – Doug Lehman added July 26, 2012.]

1. Research for College Librarianship—Preston—Laurie said there would be no meeting on Saturday morning.

InPrint discussion. Laurie said they had eighty-two titles to include. She said they are planning a six month run through and will check on URL and title changes.

Research Coach Program. Laurie noted that they have made five or six active pairings. The committee is working on how to do outreach. She asked if the ACRL conference might be a possible option. Would it be possible to meet at that meeting for a program? It was suggested that the committee propose a poster session for ACRL 2013. (November 9 deadline).

Information on the CLS website. It was noted that this is more of an informational brochure type of information. There is an issue with the size of some websites. It is also hard to find all of the websites. The question was asked if we could add this information to the Facebook page. It would make it more visible on Facebook and in the newsletter.

Doug says thank you all.

6. Liaison reports
a. CIC—Barnes-Whyte—Susan was unable to attend the Executive Committee meeting and had shared with Doug that she had nothing to report.

b. ACRL Board—Lehner-John is our liaison. John is at the end of his term after 4 action packed years. Doug posed the question about the COLLIB-L moderators to John and noted that they are not part of the Communication Committee. One

http://www.ala.org/aboutala/governance/policymanual/updatedpolicymanual/section1/4elections#4.5
question is: “How do the moderators get appointed?” Could they be on the committee as members. At the most it might be five years. The question was raised about what are alternatives? It might be possible to appoint them as ex-officio members which may reduce the term limit question. John thought this seemed reasonable and a good way to go. Another question came up about what is the role of the web editor? Jill sees these roles as similar. Pat does not see them as the same. COLLIB-L is a listserv while the CLS web editor role is different. It is possible the moderators could change fairly regularly. It was decided to attempt to appoint the COLLIB-L listserv managers as ex-officio members of the Communications Committee. John will take this to the ACRL Board at their Saturday afternoon meeting.

John Lehner made the following report: Leadership Council met on Friday afternoon. He reported on the work of the CORE Values Task Force. Their focus was on Ethics and Intellectual Freedom. What is the best structure of these two core values? John noted that Ann Campion Riley will take over as the CLS ACRL Board Liaison.

Sally posed a question about committee meeting attendance roles as we had discussed earlier in the meeting. John’s responded that no Board level discussion has occurred at this point, but he has heard complaints (concerns) about this issue. It can be difficult to get enough members at a meeting to discuss business. He noted that next year’s schedule compression may make this worse before it gets better with the changes posed for next year.

Doug thanked John for his role as liaison.

c. ACRL Staff—Griffin—Megan is not here again due to budget issues at ACRL. It was noted that Megan does a great job keeping us all on track.

7. New business
   a. Governance and related issues
      i. Updates to Section Manual for Midwinter-Lehman
         1. Doug said that one of the changes that did not happen last time since it was too close to the deadline for getting the revisions done was the change from CLIP Notes to CLIPP, but that it will happen this year
         2. CLS CIC Liaison—Doug said there is no information in the section manual about the CLS/CIC liaison. He wants to codify this process to establish a mechanism for the appointment. Susan Barnes Whyte is the third person in this role, preceded by Tom Kirk and Larry Hardesty.

Doug said he had seven or eight nominations. He shared his recommendation with the Executive Committee just prior to ALA
Annual. Doug recommended Lis Chabot (Ithaca College) as the next CLS/CIC Liaison for a three year term. He asked if there were any objections. Hearing none he will contact ACRL and make sure the proper paperwork is completed. Doug will work on codifying the process for establishing a time frame for this to happen. This is a 3 year term so this will have impact serveral years from now. Thank you for confirming Lis! Amy will work with Doug to get the manual updated.

b. CLS within ACRL
   i. Emerging Leaders-Lehman—Doug will pass information on to Jill if he receives it. He asked if we want to sponsor an ALA Emerging Leader again next year. The group concurred that we will sponsor an Emerging Leader for next year. Jill will handle this next year. It was noted that it was good to see someone from a college library being sponsored by CLS and that the hope is that this will happen next year as well.

c. COLLIB-L moderators and CLS Communication Committee-Lehman--Pat spoke a little more about this. Who do the moderators report to? How did they become moderators? Could they be connected to the Communications Committee, but maybe loosely connected, like ex-officio members? That might be the best solution.

8. Other business--Chris thanked Doug for stepping up to serve as Chair of CLS. Doug talked about the year and thanked everyone for the work.

9. Adjournment--Adjourned at 9:53 AM.