Committee Meeting Highlights and Minutes

ALA Annual 2008 in Anaheim

Executive Committee
Advisory Council
2009 Program Planning Committee
Communication Studies
Curriculum Materials
Curriculum Materials Center Directory (Ad Hoc)
EBSS Distinguished Education and Behavioral Sciences Librarian Award
Electronic Resources in Communication Studies
ERIC Users Group
ERIC Users Forum
Higher Education
Information Literacy Steering Committee (Ad Hoc)
Instruction for Educators
Membership & Orientation
Nominating
Online Learning Research
Psychology / Psychiatry
Publications & Communications
Reference Sources and Services
Research Committee
Social Work / Social Welfare

Committee Name: Executive Committee
Time and place convened: 6:11p.m., Hyatt Imperial Room

Meeting Highlights:

Name of person submitting minutes: Vanessa Earp, Secretary
Members present: Penny Beile (Chair), Deborah Schaeffer (Vice-chair), Vanessa Earp (Secretary), Ann Brownson (Member-at-Large), Jessica Albano (Member-at-Large and Web Manager), Debora Cheney (Publications and Communications), Beth Broyles (Newsletter), Lori Goetsch (ACRL Board Liaison), Adam Burling (ACRL Liaison)
Members excused:

Guests: Laura Ramirz (Membership and Orientation), and Linda Kopecky (Incoming ACRL Board Liaison)

Minutes:

I. Introductions/Greetings

Penny Beile called the meeting to order at 6:11p.m. in the Imperial Room of the Hyatt.

II. Approval of Agenda

Deborah Schaeffer moved that the agenda be approved as amended and Ann Brownson seconded the motion. The agenda was approved as amended.

III. Approval of Midwinter 2008 Minutes

Deborah Schaeffer moved that the minutes be approved as amended and Beth Broyles seconded. The minutes were approved as amended.

IV. Announcements

None

V. ACRL and Board representatives

- Congratulations to Lori Goetsch on being elected ACRL President.
- It will cost EBSS $1,000 to sponsor an EBSS member to attend Emerging Leader training.
- If EBSS member is below 1,000 the section will receive a budget of $750. If EBSS membership is over 1,000 the section will receive a budget of $1,500.

VI. Officer Reports

a. Members-at-Large

Report given at Advisory Council meeting.

b. Publications and Communications

Debora Cheney reported that EBSS will need to start thinking about who will chair the Publications Committee next year.

c. Web Manager

Report given at Advisory Council meeting.

d. Newsletter Editor

Report given at Advisory Council meeting.
e. Secretary

Report given at Advisory Council meeting.

f. Vice-chair

ACRL announced that the sections (EBSS) do not need to have bylaws due to our size. The sections will be changing the bylaws into procedures; this will allow the sections to make changes without having to go through ACRL. A template was created by ACRL to make turning the bylaws into procedures easier. Vanessa Earp, EBSS Secretary, was asked to complete this task before midwinter.

g. Past-chair

Not present

h. Chair

Penny Beile thanked Deborah Schaeffer and the members of the Executive Committee for all their help and support over the last year.

VII. Discussion Items

a. CMC Directory

Currently a new CMC Directory is to be released every 5 years. The current revision will not be ready until December 2008, which will be longer than the regular 5 year cycle. The Executive Committee discussed when the next revision (after 2008) should be due. If the original 5 year cycle is followed that would mean a new directory would be due out in 2011. The committee decided that 2011 was not a long enough time frame and that the next CMC Directory should be released in 2013. The Executive Committee may also revisit the charge of the CMC Directory Ad Hoc Committee before the next version is started.

b. Meeting times – Consolidated and Advisory/Executive

- Adam Burling verified that Advisory would need to meet at 3:30-5:30 if they want to keep the late afternoon slot.
- Starting with midwinter the Executive Committee will meet on Monday mornings from 8:00-10:00 a.m. (This will mean that New Leader Orientation at annual will need to be moved from Monday morning to Saturday morning from 8:00-10:00 a.m.).
- The time changes for the programs and committee meetings are directives from ALA not ACRL.
During this discussion it was mentioned that ACRL would like to improve the quality of programs. Penny Beile asked if ACRL would be willing to provide more money to get better speakers that will raise the program quality?

It was also mentioned that when a section has a catered event it doesn't have to follow the set schedule times, the section can adjust the schedule to fit their needs.

c. Dutch Treat Dinner

Leslie Bjorncantz used to handle the scheduling of the Dutch Treat Dinner, which was not an officially sanctioned EBSS event. Since Leslie’s retirement there has not been a Dutch Treat Dinner and some EBSS members would like to see it return. The Executive Committee decided that organizing the Dutch Treat Dinner could be a responsibility of the EBSS Members-at-Large. Ann Brownson will organize the dinner for Midwinter 2009 in Denver.

VIII. Action Items

a. Publications & Communications Committee – Web oversight issues

Debora Cheney recapped what came out of the discussion at Advisory Council. The committee chairs liked the idea of the decentralized management of web content and would like to gradually phase it in. The Publications and Communications Committee would first work with committees who have the most electronic content; this work could serve as a model for the rest of the committees. The charge that Advisory gave the Publications and Communications Committee was discussed. The Executive Committee asked if the Publications and Communications committee would also work on putting together a best practices list for web content. Publications and Communications will invite the new ACRL Web Services Manager to their next meeting.

EBSS would like to know what ACRL considers a publication since ACRL has first right of refusal (this is normally for items that could make money).

Adam Burling mentioned that there are no written policies on how the individual sections manage their space on the ALA web site

b. IGI-Global sponsorship offer

The Executive Committee discussed the sponsorship offer from IGI-Global. IGI-Global would like to offer an award to a librarian who uses educational technology in innovative ways. If EBSS were to accept this offer a committee would need to be formed to create the selection criteria and IGI-Global would need to agree to a 3-5 year commitment. The committee was concerned that EBSS may not be able to sustain this award every year. Penny Beile mentioned that IGI-Global approached other ACRL sections as well. It was decided that Penny will discuss with IGI-Global and ACRL the possibility of making the sponsorship at the ACRL level instead of the individual section level. This would ensure a diverse and sustainable candidate pool.
IX. Other

a. Membership & Orientation Committee Report:

Laura Ramirez reported that some members of her committee were interested in creating an EBSS Facebook account and a new member wiki. This would mirror steps that ACRL has recently taken. The Executive Committee asked Laura to find out from the committee what the objectives of the Facebook account and wiki are. The Membership and Orientation Committee would need to decide who would be responsible for monitoring the Facebook account. Laura will ask Adam Burling who monitors the ACRL Facebook account. Both the Facebook account and the wiki would fall under the Membership and Orientation Committee, not the Publications and Communications Committee. However the Publications and Communications Committee will provide recommendations on the formatting of the wiki.

The meeting was adjourned at 7:50 p.m.

Respectfully submitted Vanessa Earp, EBSS Secretary.
Deborah Schaeffer (Vice-Chair) called the meeting to order at 4:00 p.m., June 29, 2008, at the Disneyland Hotel, Exhibit Hall Meeting Room C. Introductions were made.

II. Approval of Agenda

Debora Cheney moved that the agenda be accepted and Stephanie Davis-Kahl seconded the motion. The agenda was approved as written.

III. Approval of Midwinter 2008 Minutes

Kathy Dobda moved that the minutes be accepted as amended and Benita Strnad seconded the motion. The minutes were approved as amended.

IV. Announcements

- Lori Mestre was elected to the Vice-Chair position and Bernadette Lear was elected to the Member-at-Large position.
- The 40th Anniversary Celebration went very well, approximately 60 people attended.
- The EBSS Program “Knowledge Wants to be Known” went very well, approximately 170 people attended.
- The Research Forum was well attended. EBSS would like to thank APA for providing excellent refreshments.
- There was a good turnout for the Psychology/Psychiatry discussion program today.

V. Officer Reports

a. Members-at-Large

Ann Brownson will send out a call for current topics for the midwinter discussions in August or September.

b. Membership and Orientation

No official report was given (see EBSS Executive Minutes for the official report). There was a discussion about when the date is for the EBSS membership count. EBSS is only 5 members short of 1,000 and this means a difference in the amount of funding we receive from ACRL. If EBSS stays below 1,000 members it receives $750 from ACRL; if membership exceeds 1,000 EBSS receives $1,500 from ACRL. The idea of posting a call to the EBSS listserv to ask for members was discussed.

c. Publications and Communication
Debora Cheney will report during the Discussion portion of the agenda.

d. Web Manager

Jessica Albano recently posted the highlights and minutes from Midwinter; it was easier to post these as PDF files than dealing with the CMS. She has also fixed the broken links within the EBSS Manual. After Annual 2008 the committee rosters will be updated and new committee chairs added. Jessica is not currently working with the ACRL wiki and cannot answer any questions about it. ACRL will be holding ACRL wiki training on Monday.

e. Listserv Moderator

No report given.

f. Newsletter Editor

Beth Broyles will send out a request in mid September for newsletter items. She may need some photos as well due to the fact that her camera wasn’t working.

g. Secretary

Vanessa Earp reported that the committee highlights are due by July 7. There was some discussion on if the highlights were needed or if committee minutes would suffice. It was determined that both committee highlights and minutes must be done, due to ACRL requirements.

h. Vice-chair

- Deborah Schaeffer reported that she attended the ACRL New Leader Orientation, where a lot of information was presented. Attendees were given tip sheets that came out of the EBSS Action Plan on Effective meetings and EBSS was given credit for these.
- Applications for the Emerging Leaders Program are due by July 30 and EBSS would like to sponsor an EBSS member.
- Information was shared on ACRL Interest Groups. The Interest Groups create an area within ARCL for members where there is currently no group. Interest groups would cost $5 to join. Any ACRL member can form a group as long as they have a petition signed by 25 members expressing interest in the group. Interest Groups would have a 3 year term.
- EBSS submitted 2 action plans for 2008-2009, however neither was accepted. ACRL returned the action plans with suggested revisions. EBSS may revise the action plans and resubmit them by July 15, 2008.
- At the Leadership Council Meeting the changes to the Annual Conference meeting times and length were discussed. Starting in 2009 the conferences (both Midwinter and Annual) will end on Tuesday instead of Wednesday. ALA would also like to see more meetings held at the 8:00 a.m. and 4:00 p.m. time slots. In addition to these changes the time slots for the programs keep being shortened.
• Starting in 2010 the PDCC (Professional Development Coordinating Committee) will evaluate the strength of the conference programs before allowing them to proceed. Programs with co-sponsors would receive additional program funding.

• ACRL is requiring that the sections (including EBSS) by-laws be changed into procedures. This will allow changes to be made without having to go to ACRL for approval.

i. Past-Chair

No report given.

j. Chair

Deborah Schaeffer reported for Penny Beile who was unable to attend the meeting. These minutes were copied from the notes Penny gave to Deborah.

• Doug Cook brought to the section’s attention the fact that our bylaws were not in compliance with ACRL bylaws regarding the past-chairs service on the Nominating Committee. A bylaws change was submitted to the ACRL Bylaws Committee and approved when they met at midwinter.

• One of the charges for the 2007 program planning committee was to create a “lasting impression.” A book came out of that program. The book, edited by Darby Orcutt, is titled *Library data: Empowering practice and persuasion*. It is being published by Libraries Unlimited. Several EBSSers contributed to the publication.

• EBSS is very grateful to APA and SAGE Publications for sponsoring the EBSS 40th Anniversary Social.

• Also, Wiley & Sons representatives responded well to the request to extend-and raise-their sponsorship of the Distinguished Librarian Award. The award amount is being raised from $1,000 to $2,500 over the course of three years. This brings the DLA and the APA-sponsored Excellence award closer in amount.

• Last year EBSS was successful in getting SITE identified as a liaison organization. This year ACRL solicited candidates for the liaison position. Four candidates were forwarded from the section. Vanessa Earp was selected as the liaison to SITE. AECT has also been identified as a liaison organization and the SITE candidates were asked if they would like to be considered for that position as well. ACRL will review the candidates for the AECT Liaison at annual and make an announcement shortly after. Additionally, the ACRL Social Sciences representative position to IFLA is vacant. ACRL contacted EBSS and ANSS for candidates. Two were forwarded from the section; Penny doesn’t know if ANSS suggested anyone.

• Penny would like to thank Deborah Schaeffer for filling in for her today and for doing so much in the past. Penny would also like to thank the members of Advisory for their service to the section and asks that the chairs write a letter acknowledging the work of committee members who will be rotating off the committees this year.

VI. Discussion Items

a. Publications/Communications – web oversight issues
Debora Cheney led this discussion. In the past anything considered a publication had to first go to ACRL to see if they wanted to publish it (ACRL is given first right of refusal). If not the item would come back to EBSS for publication. Recently ACRL has selected very few EBSS publications. More and more EBSS items are being created in electronic formats that do not lend themselves well to this process. The current charge of the Publications and Communications Committee does not really address how to handle electronic documents.

With the creation of new electronic content there is some concern over who should be responsible for updating the content (whether the content is a web site or wiki page). EBSS may want to move towards a decentralized system of management. It was mentioned that RUSA had an excellent web site that EBSS might want to look at to gain some ideas. One idea discussed was to have a person from each EBSS committee act as a web liaison to the Publications and Communications Committee. This led to a discussion of who would be in charge of these liaisons and how the workflow would be managed. There was also some discussion about having a person from each committee learn the CMS (content management software) so the committees could update the materials themselves, without going through the EBSS Web Manager.

There was some concern voiced over having a committee member be responsible for updating the electronic content due to limited technology skill and committee turnover rates. Jessica Albano did mention that historically ACRL has wanted only 1 person to deal with the CMS, however ACRL now has a new Web Manager and their position on this may have changed.

Another option that was presented was that for right now a person from each committee would be appointed to work with Jessica to let her know about the changes and that she would be responsible for the updates. Eventually these committee members could work into learning the CMS and be able to make the changes themselves. The Advisory Council thought perhaps a few committees with a large amount of electronic materials could be used as a pilot group.

Other questions that arose during this discussion were: what constitutes a publication; is EBSS responsible for the quality of electronic items; and what if the item is a working document (wiki) and not a finished product?

At the end of the discussion the Advisory Council charged the EBSS Publications and Communications Committee to “rewrite the publications policy to reflect the changes in technology and committee liaison roles to the publications committee” This motion was made by Benita Strnad and seconded by Melissa Cast-Brede.

b. IGI-Global sponsorship offer

EBSS was approached by IGI-Global who would like to sponsor an award that would be given to a librarian that used/uses educational technology or applied technology. There was some concern
expressed that EBSS might not have a large enough candidate pool to sustain this type of award.
Nancy O’Brien recommended that EBSS consider sending it to ACRL for consideration.

c. Meeting times – Consolidated and Advisory/Executive

Due to the changes in the ALA time slots the Advisory Council was asked if they would like to change their regular meeting time (Sunday late afternoon). After some discussion it was agreed to keep the late afternoon slot.

VII. Action Items

The EBSS Advisory Council charged the Publications and Communications Committee to “rewrite the publications policy to reflect the changes in technology and committee liaison roles to the publications committee”

VIII. Other

No items.

The meeting was adjourned at 5:29 p.m.

Respectfully submitted Vanessa Earp, EBSS Secretary.

Committee Name: 2009 Program Planning Committee
Time and place convened: Hyatt Anaheim, Salon I, 10:30AM-12PM, June 29, 2008

Meeting Highlights:

Major Topics of Discussion:
Content and structure of the EBSS section program for Annual Conference 2009 Chicago, including potential time slots and speakers.

Major Decisions:
The committee will investigate ways to coordinate the section program with the research forum, working closely with the committee responsible for the forum. The committee will investigate podcasting the section program. Decisions regarding content, structure, and speakers were set aside until a decision is made by ACRL on our program proposal and time slot.
Upcoming Activities:
If ACRL approves our program proposal ... 

Name of person submitting minutes: Stephanie Davis-Kahl, Chairperson

Members present: Stephanie Davis-Kahl (chairperson), Vanessa Earp, Catherine Haras, Deborah Schaeffer, and Bruce Stoffel

Members excused: None (all present)

Guests: None

Minutes:
1. Identify who will take minutes
   Bruce offered to take minutes of the meeting.

2. Update from Stephanie: conference call with Megan, timeline
   We expect to find out by June 30 if our conference program proposal has been accepted by ACRL. If the proposal is accepted, we may be eligible for funding to assist with the program. There is also a possibility that EBSS will be able to contribute funds to the program. However, at this time availability of EBSS funding is uncertain.

   Our timeline:
   Our time slot needs to be finalized by July 14.
   Our program budget is due by August 13.
   The names of our speakers are due by November 7.
   Speaker contracts are due by January 9.
   Orders for audiovisual equipment are due by February 28.

3. Discussion re change in time slots
   The tentative time slot for our program is Sunday, 1:30-3. The tentative time slot for the research forum and APA presentation is Sunday, 3:30-5:30. We discussed ways we might combine the two slots into a single 1:30-5:30 slot in the same location to give us more flexibility with the length of the program (i.e., longer than 90 minutes). Stephanie will contact the appropriate party to investigate this option. We agreed to podcast the program.

4. Next steps for 2009 program:
We discussed possible program content and potential speakers. Consensus was to have an opening presentation on what library research looks like, what is needed to improve it. Perhaps a journal editor, reviewer, or person with extensive research experience could present on this. We also agreed to seek a social science researcher or editor to talk about what constitutes good qualitative social science research, to describe best practices in qualitative research. If we are allotted 90 minutes for the program, we will schedule just the two speakers. If we are allotted more time, we will try to add a third speaker, to address best practices in quantitative research. In the course of the program we hope to have speakers address the concept of the research agenda. Once we a decision has been made regarding the program time slot, we will proceed with seeking speakers to cover the topics. Once speakers have been obtained, we can prepare a program budget. Speakers who are not librarians may be eligible for an honorarium or travel expenses.

5. **Assign action items**

   Stephanie will coordinate with Helga and Melissa to finalize the time slot and to obtain information about available funding. She will report progress to committee members. Meanwhile, all committee members should help identify potential speakers and report back to the group. Stephanie will then make contacts as appropriate.

6. **Adjourn**

   The meeting adjourned at 12 noon.

**Summary**

The committee agreed on a concept for the program and on topics. The committee agreed that the program should be podcast.

Finalize time slot: by July 14.
Submit program budget: by August 13.
Submit speakers’ names: by November 7.
Submit speakers’ contracts: by January 9.
Submit equipment orders: by February 28.

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**Committee Name:** Communication Studies  
**Time and place convened:** Hyatt Anaheim, Salon I, 10:30AM-12PM, June 29, 2008

**Meeting Highlights:**

**Name of person submitting minutes:** Jessica Alverson  
**Members present:** Rebecca Murphey (Chair), Sally Neal, Monique Threatt, Cathy Michael, Amanda Hornby, Natasha Cooper, Kate Adams, and Jessica Alverson  
**Members excused:**  
**Guests:** Christy Stevens (Information Literacy Consultant), Sarah Naper (University of Northern
Summary:
Members discussed the “Information Literacy Standards for Communication Studies: Journalism” draft document (http://journalisminfolit.pbwiki.com/), whether or not it adequately addresses the points in the “ACRL Tip Sheet #4: Developing Subject Specific Information Literacy Standards,” and future steps. Christy Stevens (Information Literacy Consultant) provided feedback and explained her role in the process.

Minutes:

1. Discussion of whether or not the “Information Literacy Standards for Communication Studies: Journalism” document adequately addresses the question of “what are the special challenges related to information literacy within the discipline of journalism” (from the Tip Sheet).
   a. Members recommended that we strengthen our statement by answering “why do journalists need to be information literate?”
   b. The current draft of the document addresses ACRL as audience. The document should address journalists and journalism students as the audience. This is especially critical if we want to be able to get buy-in from the appropriate professional associations, etc.
   c. We should include specific examples of journalists’ information literacy needs and where there are gaps in the general information literacy standards. ANSS has just completed their subject-specific info lit standards, and they do a good job of pointing out these gaps.
   d. Group should look at guidelines created by journalists. Some journalist associations do have their own guidelines, but there is not one set of guidelines for the profession as a whole. However, we can pull individual guidelines from these various associations.
   e. The document should be written in the language/jargon familiar to journalists, not library-lingo.
   f. ACTION ITEM: Amanda Hornby will edit the “Introduction” to reflect these changes and emphasize how the information literacy needs of journalists are unique.
   g. Additional recommendations: We should be consistent in including examples throughout the document. ACTION ITEM: Group will go through document and include appropriate examples/scenarios.
   h. ACTION ITEM: Everyone, if you would like to include an example, please check the document to ensure that the example hasn’t been included elsewhere.

2. Discussion of whether or not the document is “aligned with the meaning and intent of the standard or indicator to which they are connected” and what that statement means.
   a. Christy Stevens clarified that we can make an explicit alignment between the ACRL Information Literacy Standards and our standards in the Introduction, but we do not need to continuously refer back to the standards throughout the document. (The relationship is implied.)
   b. Under the “Document Structure” section of the Tip Sheet, it states that “A set of subject-specific information literacy standards could include the five information literacy standards from the Information Literacy Competency Standards for Higher Education using the same language and order.” The group wondered if the use of
“could” implies that we have the option to condense the 5 standards into 4 standards. Christy felt that it was best to include the 5 standards.

c. Members also noted that there was confusion about the difference between outcomes and performance indicators; hence, the group removed the performance indicators from the document.

d. Members also questioned the numbering of the information literacy standards since numbering implies a sequentiality. Christy agreed and noted that ACRL IS is aware of this issue and recommended taking a look at the SCONUL site (a UK Info Lit group) because they have a nice diagram that demonstrates the iterative/recursive process of information literacy. (The group had initially considered dropping information literacy standard #5 from the document because the group felt that this standard is present throughout, but decided to keep this standard because it is such an important point for journalists.)

3. Discussion of Appendices
   a. Group thought it would be helpful to include scenarios in the document (or as an appendix). (Scenarios are frequently used by journalists; many could easily be taken from/linked to Poynter. Org.) **ACTION ITEM:** Group will write out/create scenarios, and include these in the addendum.
   b. Appendices should link to EBSS Journalism Collection Development Guidelines, The Harvard Rubric, and the Flow Chart/Diagram to accompany standards, and professional resources/associations as appropriate.
   c. **ACTION ITEM:** Missy will post the diagram to the wiki; the group can animate, etc.
   d. ANSS included two bibliographies in their info lit standards: 1) a list of resources on info lit from the librarian’s perspective 2) a list of resources dealing with info lit from the anthropology field’s perspective.
   e. **ACTION ITEM:** Group will create a list of resources dealing with info lit from the journalist’s perspective and include in the appendices.

4. Discussion of whether or not our outcomes are both accessible to the professional journalist AND contain Bloom’s "Taxonomy for appropriate language for outcomes"?
   a. Christy clarified that we do need to use Bloom’s Language.
   b. **ACTION:** Christy will suggest language that incorporates Bloom’s taxonomy.

5. Process and timeline for requesting approval
   a. Group walked through the checklist of things (“Procedures”) to be done and discussed where the group is in the process.
   b. The group has completed the following steps: 1) charge a committee, 2) select an IL consultant, and 3) Literature review
   c. Group is currently in the middle of consulting phase. The consulting phase involves consulting both during the drafting of the document and soliciting feedback from groups once the draft has been completed.
   d. The group took the following steps in consulting with associations and faculty initially: 1) Presented document at National Communication Association, 2) Consulted with Journalism faculty, and 3) At ALA 2007 Midwinter, faculty from Cascadia talked about how they see librarians and information literacy in a current topics discussion forum.
   e. Once a draft is finalized, the group needs to consult with the following groups: 1) CommLib (post to listserv), 2) Newslib (SLA) (post to listserv), and 3) AEJMC; Cathy offered to post to the AEJMC blog.
   f. **ACTION ITEM:** Christy Stevens will analyze the current draft of the document and send the document to Missy for distribution.
g. There was confusion about to whom we submit the final version of the document. **ACTION ITEM:** Christy will clarify who we need to submit the document to. Christy will also provide us with a specific format.

h. Amanda Hornby attended the Information Literacy standards Committee meeting at ALA. She’ll report back any interesting details.

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**Committee Name:** Curriculum Materials

**Time and place convened:**

**Meeting Highlights:**

**Major Topics of Discussion:**

Webliography & revisions to Guidelines for Curriculum Materials Centers.

**Major Decisions:**

- Rough draft of revised Guidelines will go out for comments by September 1.

**Name of person submitting minutes:** Vanessa Earp

**Members present:** Ann Brownson, Julie Derden, Vanessa Earp (chair), Cindy Judd, Karla Schmit, and Sara Seely

**Members excused:** Lisa Baures and Rita Kohrman

**Guests:** Elisa Slator (ACRL liaison to the Standards and Accreditation Committee)

**Minutes:**

Vanessa Earp called the meeting to order at 10:35a.m. at the Disneyland Hotel.

The committee discussed the Webliography. Vanessa had contacted the current editors to see if they were still interested in working on their current sections. A number of people stated they would like to rotate off for a little while. Time was spent discussing the open sections and filling those with committee members. At the end of the discussion two sections were left (Assessment/Educational Tests and Free Educational Materials). Vanessa will send these open sections to the EBSS listserv to see if any other EBSS member would like to take care of them.

The rest of the meeting was spent going over the revisions to the **Guidelines for Curriculum Materials Centers**. The committee spent time reviewing the most recent revisions. After making some minor changes the committee felt that they were ready to send out a draft to EBSS and other interested stakeholders for review. Vanessa Earp will create a pdf file that Cindy Judd will distribute to the appropriate groups. The committee hopes to have a final draft ready for the ACRL Standards and Accreditation Committee at midwinter.

The meeting was adjourned at 11:45a.m.
Committee Name: Curriculum Materials Center Directory (Ad Hoc)
Time and place convened:

Meeting Highlights:

Major Topics of Discussion:
Publishing the directory

Major Decisions:
  Jen Fabi & Judy Walker are working on the template.

Editing of data will be done equally by Jen Fabi, Alex Hodges, Winifred Flint, Jane Smith and Benita Strand. Indexing will be done by the committee after we have finished the editing.

Time Line:
- template - end of July
- editing - September 1
- Indexing - October 1
- final editing - November 1
- to publisher - November
- rough copy - by Midwinter 2009.

Name of person submitting minutes:
Members present:
Members excused:
Guests:

Minutes:

Committee Name: EBSS Distinguished Education and Behavioral Sciences Librarian Award
Time and place convened: This committee meets during Midwinter.

Committee Name: Electronic Resources in Communication Studies
Time and place convened: Sunday, June 29, 2008

Meeting Highlights:
Name of person submitting minutes: Lisa Romero

Members present: Jessica Albano, Tasha Cooper, Elliot Kanter, Sharon Ladenson, Ken Liss, Cathy Michael, Lisa Romero (Chair)

Members excused: Sharon Black, Erica Carlson Nicol, Jenifer Flaxbart, Adrian Ho, Vicky Lebbin, Darby Orcutt

Guests: Jessica Alverson, Damon Campbell, Linda Cobbs, Mary Feeney, Rosemary Franklin, Robert Hinton, Jennifer Osorio, Julie Petr, Patrick Reakes

Minutes:

I. Introductions and greetings: The meeting was convened by Lisa Romero, committee chair at 1:30 pm in Marriott Anaheim, Elite I. Lisa welcomed everyone to the meeting and asked that they briefly introduce themselves. She announced that visitors to the meeting are always welcome and encouraged to join in the discussion and ask questions.

II. Approval of agenda/Additional items: The meeting agenda was reviewed.

III. New Business:

A. JSTOR project- Visit with Anne Ray:

Anne Ray provided an overview of JSTOR and described her role in working with developing JSTOR collections. Anne discussed the E-Resources in Communication Studies Committee’s current effort to convince JSTOR to include communication studies journals in the JSTOR collection. She commended the Committee on how well organized their effort is and that JSTOR looks forward to receiving the list of titles and packet of signatures from librarians and comm. studies faculty. Anne described the process by which JSTOR follows in adding titles. A lot of JSTOR’s time and effort is spent on convincing the publishers (commercial and society) to sign an agreement to turn the titles over to JSTOR. She encouraged communication studies librarians to talk with their faculty and ultimately with academic societies (for example: AEJMC, NCA and ICA) to convince them to work with JSTOR. The JSTOR letter and packet of signatures will be sent to JSTOR by the end of July, 2008.

B. Portico- Visit with Ken DiFiore:

Ken DiFiore described Portico and their process of including titles in their archive. Similar to JSTOR, Portico must work with publishers to get a legal agreement to include the electronic version of journals in their archive. Whereas JSTOR focuses on backfiles, Portico is more interested in titles that are “born digital.” Portico is now interested in including electronic newspapers, e-books, and libraries’ local content in the Portico archive. They are also working to “insure future usability” so that formats do not become obsolete. The Committee provided Ken with a list of communication studies journals for inclusion in Portico. He will follow up with the Committee on the progress of the request.
C. ASCUS

Lisa has been working with Barry Eisenberg on soliciting feedback and input on the new ASCUS initiative. Lisa will reserve a room at the 2009 Denver Midwinter Conference for Barry and any interested communication studies librarians to meet and discuss the ASCUS project. The group commented that it would be helpful if Barry make an announcement on the COMLIB-L listserv when ASCUS is available and provide librarians “trial access” so that they might examine the project and provide Barry with valuable feedback/input. Lisa agreed to contact Barry and to promote the session before the Midwinter 2009 conference.

IV. Progress of 4 subcommittees:

A. Communication:

The following projects/updates have been posted to the COMLIB-L listserv: JSTOR initiative and numerous updates and enhancements to the website.

B. Evaluation/Assessment- Reality of Coverage of Communication Studies Databases:

The subcommittee has been working on a comparison of coverage for the 3 primary communication studies databases (CMMC, CIOS products, and Communication Abstracts). They are examining how extensively the 3 databases index, individual articles, book review, table of contents, introductory/editorial information. Because this information will be valuable to any librarian working with communication studies researchers, it was suggested that the subcommittee consider publishing their findings in the Charleston Advisor which provides review/assessments of electronic resources. Members of the subcommittee agreed to look into this possibility.

C. Scholarly Communication/Principles- Institutional repositories:

Erica and Tasha provided the group with an update and assessment of institutional repositories and how they relate to communication studies collections. While many institutions are involved with/currently building institutional repositories, information on IRs isn’t currently well organized. Tasha and Erica suggested that the first step might be for the Committee to provide a page on the “Library Resources in Communication Studies Website” that would organize and clearly present the “Who, What and Where of Institutional Repositories.” The page would include links to institutions and organizations, lists of IR initiatives, and other related information. The page would serve as a starting place for librarians who are interested in IRs. The Committee recommended that Tasha and Erica begin working on a rough draft of a “Who, What and Where of Institutional Repositories.” The committee would review the work and provide Tasha and Erica with feedback at the Midwinter 2009 conference.

D. Website:
The group reviewed the enhancements and updated made to the “Library Resources in Communication Studies Website.” The following pages were updated since the Midwinter 2008 conference:

Communication Studies Related Listservs

Vendor Contacts list

Media ratings, Data and Statistics Subject Guide

Two additional subject guides will be updated/created by Midwinter 2009:

Gaming Subject Guide (created by Cathy Michael)

Political Communication Subject Guide (updated by Sharon Black)

An additional subject guide/list was recommended: Summary/comparison of newspaper databases.

V. Future activities:

A. Assess the progress and discuss the future of the E-Resources Committee:

The group discussed issues and projects that the committee should focus on. The committee website is a valuable resource for librarians and as such, the Committee should continue to update and enhance it. Scholarly Communication is a growing concern among communication studies librarians. The Committee should continue to solicit feedback and input from librarians and communicate these concerns with publishers in an effort to insure a healthy environment for scholarly communication for our users. Communicating with the network of communication studies librarians is still important. The Committee should continue to post information on the COMLIB-L listserv regarding conference activities, professional opportunities, events and issues that concern communication studies librarians.

VI. Closing remarks and adjournment: Lisa Romero announced that her term as committee chair would end with the Annual 2008 conference. Cathy Michael has agreed to serve as committee chair for the next 2 years. Lisa praised the committee for all they have accomplished during the past 3 years and thanked them for the dedication and hard work they have given to the committee and to the entire “network” of communication studies librarians.

The meeting was adjourned at 3:30 pm by Lisa Romero
Committee Name: ERIC Users Group
Time and place convened: Saturday, June 28, 2008; 10:30am - 12:00pm, Disneyland Hotel, Magic Kingdom 2-3 (Part of the EBSS Consolidated Mtg.)

Meeting Highlights:

Major Topics of Discussion:
ERIC coverage of conference proceedings, datasets, dissertations, high impact education journals.
Coming changes in grey literature access in a world of IR’s.

Major Decisions:
Will look at issues related to datasets, descriptions to be included in database.

Upcoming Activities:
Users forum on Sunday

Name of person submitting minutes: Wil Frost
Members present: Baker, Sarah Beasley, Lesley Farmer, Wil Frost (Chair), Laura Lillard, Lorna Lueck, Judy Walker
Virtual Member: Barbara Alderman
Members excused: Suzanne Brown
Guests: Pete Dagutis (CSC), Christina Dunn (National Library of Education), Luna Levinson (National Library of Education), Heather McDonnough (EBSCO), Brian Smith (CSC)

Minutes:

1. Introductions. Committee members and guests introduced themselves.

2. Announcement. Farmer noted that the Special Libraries Association (SLA) ERIC Users Forum was a successful meeting. Education Libraries will publish a special issue on archives in the future. Article submissions are due July 1, 2008. SLA’s Education Committee members’ questions are similar to those of ACRL’s ERIC Users Committee.

Dunn commented that SLA members believe that ERIC is not picking up “cutting edge” information. Dunn explained that it is difficult for ERIC to learn about trends and interdisciplinary issues because the former clearinghouse structure is no longer in place. A discussion followed on the difficulty of identifying conference papers comprehensively.

The new ERIC model is for authors to submit their own work online. This makes it more difficult for ERIC to provide comprehensive coverage of topics, especially as ERIC does not accept Powerpoint files, which
many authors use for conference presentations, and more authors may be submitting their materials to institutional or association repositories. Education librarians should let ERIC know if there are associations whose proceedings they would like to see recorded in ERIC. The comment form on the ERIC website can be used for this purpose.

Lueck reported on a faculty member who told her he is not finding what he wants/needs in ERIC. When asked what databases he finds helpful, she said PsycINFO and business databases.

It was reported that an article found that EBSCO Education Research Complete provided better coverage of ISI-ranked journals.

3. Approval of Midwinter 2008 Minutes. Minutes were approved.

4. Update by CSC ERIC project representatives. Dakutis provided an update on the ERIC Database and official government website. A revised user interface will be released in third quarter 2008.

Levinson reported that there have been extensive meetings between CSC and content experts regarding journal coverage. An increase in content providers is expected in 2008, especially associations. ERIC’s goal is to approach the number of journals indexed in the pre-2004 ERIC Database with more comprehensive coverage of journals. Coverage of 100 new journal titles was added in the first quarter of 2008. Dagutis noted that the gap in coverage of legacy journal titles will be filled and new journals will be covered from 2004 forward.

When asked about the committee’s request for a list of ERIC journal titles in alternative formats, as recorded in the minutes of the previous meeting, Dagutis said that they are looking at providing such a list, possibly in CSV (comma separated value) format, after the site redesign this year.

For additional details, see the Notes of the ERIC Users Forum.

5. Update by Department of Education representatives. Christina Dunn provided an update on the project to ascertain the peer review status of journals indexed in ERIC. This project is continuing, slowly so far but the plan is to move ahead more quickly in the future. The committee offered to assist. Dunn stated that National Library of Education (NLE) would consider how ACRL members might participate.

Dunn asked if there is interest in a PDF version of the ERIC Thesaurus. The committee agreed that such a file would be helpful.

The contract between the government and Computer Sciences Corporation for ERIC database development and maintenance expires in 2009. An announcement is due in March.

A key concern for the Institute of Education Sciences’ What Works Clearinghouse (WWC) and NLE is how to acquire dissertations and theses in education. These materials are important sources of education research. WWC searches WorldCat to identify theses and dissertations. They have encountered difficulty in obtaining permissions from universities to index and provide access to these materials. University libraries often do not lend such materials. Royalties to thesis authors is an issue as many schools do not
have procedures in place to handle this. NLE has, in some cases, paid the individual researcher to user his or her dissertation for the WWC.

Overall, access to dissertations is becoming more difficult as ProQuest is not being used as much. Dunn said that placing dissertations in Digital Dissertations database is going out of fashion. Universities are establishing their own institutional repositories and electronic thesis and dissertation services to deliver these materials. NLE would be willing to collect theses and dissertations. How can ACRL contribute to the conversation of thesis and dissertation scholarship being accessible? Would schools of education be willing to work with ERIC to add dissertations to the ERIC Database, at least the citation, abstract, and a finding mechanism for the authors? Is there a role for EBSS?

ERIC is interested in providing access to information about education scholars and researchers, for example, via a “scholars database” to which scholars, including doctoral candidates would submit their biographical data. Dunn asked if this is happening in other disciplines. Committee members noted that some databases provide access to biographical information about authors indexed. How might ACRL help in this regard?

6. Adding bibliographic records for data sets in the ERIC database. No progress reported. Barbara Alderman, the committee’s virtual member has expressed interest in this topic.

7. Creation of action plan for ERIC Users Forum. Plans were made for the Forum to be held on Sunday, June 29, 2008, 10:30 am - 12:00 pm, Disney Grand Californian Resort, Trillium C.

8. Other topics. Dunn requested that the committee consider organizing a talk on the “changing nature of research in schools of education” at a future ERIC Users Forum. Twenty schools of education have received federal grants to change their approach to educational research. What impact has this had? Is there a move to a more rigorous approach to research? Are the kinds of information resources used by education researchers changing? Are education librarians being affected? Dunn suggested that a panel presentation by two or more education school deans would be one way to help people learn more about this.

**Time adjourned:** 11:30 am

**Summary of Action Steps**

**Action items:**

1. The committee will investigate how education librarians might assist ERIC to identify trends and interdisciplinary issues given that the ERIC clearinghouses are no longer supported to perform this function.
2. The committee will advise EBSS members that they should let ERIC know if there are associations whose proceedings they would like to see recorded in ERIC.

3. The committee will investigate how education librarians might be encouraged to inform ERIC about important associations whose recent proceedings that are not presently recorded in ERIC.

4. The committee will investigate how ACRL might assist ERIC to obtain permissions from universities to provide indexing and access to dissertations and theses.

5. The committee will investigate the value of ERIC providing access to biographical information about education scholars and researchers.

6. The committee will continue its discussion on the need to include bibliographic records for data sets in the ERIC Database. Frost will contact Alderman to take the lead.

7. The committee will discuss organizing a panel discussion on changes in educational research methods and information needs for a future ERIC User Forum.

**Committee Name:** ERIC Users Forum  
**Time and place convened:** Sunday, June 29, 2008 Disney Grand Californian Resort, Trillium C

**Name of person submitting minutes:** Wil Frost  
**Minutes:**

Wil Frost, Chair of the ERIC Users Committee, presided and welcomed the audience and panel, members of the ERIC Project Team: Pete Dagutis, Deputy Director; Brian Smith, Communications Specialist, and Jane Atwell, Communications Specialist. Frost also introduced Christina Dunn and Luna Levinson of the National Library of Education.

**ERIC Update**

The ERIC update presented by the panel included these topics:

(1) Content and Processing

(2) Digitization Project

(3) Website Update

(1) Content and Processing
Dagutis reported that more than 98,500 new records have been added to ERIC between 2004 and May 2008; 14,400 have been released during 2008 so far. There are 221 journal providers under agreement for 703 journal titles and 518 non-journal providers under agreement. 449 new journals and 195 new non-journal sources are being added as a result of content expert meetings held this last year, including titles suggested by users.

All of the new journals will be covered back to 2004. For those titles covered in the legacy file (pre-2004) any gaps in coverage will be filled. 333 sources from 127 providers have been identified with gaps. 55.2% of these gaps, mainly from 2002-2003, have been processed so far.

ERIC continues to make continuous improvements to its internal processing operations to ensure accurate records within 30 days. The goal is to acquire and process all possible current content. Database updates on the official government ERIC site are made twice a week. Updates are sent to third party suppliers once a month.

The Summer 2008 ERIC Thesaurus update will include 30 new main terms, 65 new synonyms, 60 new scope notes, and 95 updated USE relationships.

(2) Digitization Project

The project has completed digitizing 307,000 fiche documents (all converted to PDF files) from 1966-1992 and 110,000 full-text documents have been added to the database (copyright permission has been cleared).

Documents not available in full-text, because permission has not been granted, will be available from the National Library of Education via interlibrary loan. A procedure for this will be announced via the EBSS discussion list. The goal is copyright clearance of 50% of all documents by March 2009 when the current contract with CSC ends. Many of the copyright holders who decline to allow ERIC to provide the full-text of documents are associations.

The overall breakdown of sources processed is approximately: 13% federal, 3% state and local, 26% academic, 24% non-academic entities, and 34% individuals while the breakdown of those released for public use is approximately: 38% federal, 3% state and local, 18% academic, 15% non-academic, and 26% individuals.

Newly digitized documents are released to the government version of the ERIC Database once a month. Third party suppliers receive the updates one month later.

(3) Website Update
The major enhancement is Help, including very specific content help with training tutorials, some of which are motion. ERIC users participated in usability testing of the Help features.

“Find in a library” feature has been added based on information from WorldCat and the related items feature has been updated.

Advanced search now includes Education Level; this is being added to the records of the older digitized materials.

Thesaurus terms and journal titles list now include the number of postings.

Users can search Regional Education Lab and What Works Clearinghouse documents.

The citation export feature was updated.

Microfiche pull lists for libraries are updated monthly.

New information pages have been added for librarians, publishers, and contributors.

The search engine has been refined.

ERIC will investigate if they can create an exportable journal list in 2008. A file format being considered is CSV (comma separated value).

The revised website should be available in July 2008.

Following the update, Christina Dunn, National Library of Education, introduced two members of the ERIC Steering Committee, Alvin Walker (APA) and John Collins (Harvard University).

Questions from the Audience

Q. Can libraries scan fiche for ILL?
A. This could not be answered without legal advice.

Q. Can PubMed ID numbers, required by NIH grants, be included in the citations?
A. DOI number is linked to the publishing field if received from the publisher but it is not made visible. The suggestion was made to wait on this until/if the Education Department requires public posting of grant funded work. Faculty can be advised to search PubMed to find the PubMed ID number.
Q. Will ERIC continue to provide bibliographic information, even if the full text isn’t available?
A. Yes; note that most federal documents are full-text.

Q. Will peer review information be added for older journals?
A. Peer review information is being added for older materials, when possible.

Q. What’s the difference between the terms, source and provider?
A. Generally speaking, source is the journal and provider is the publisher.

Q. Are there lists of newly added digitized legacy fiche (to assist in weeding).
A. Yes, on the website.

Q. Question about mapping of education levels – how much grouping is done, e.g. did “undergraduate students” map to “higher education”?
A. Generally not much. If document is clearly about higher education that’s the education level. Education level and descriptors are separate fields.

Q. Is end user copying of fiche to disk a copyright problem?
A. This could not be answered without legal advice. Audience discussion suggested that this end user activity is comparable to photocopying: if the user is scanning for his/her own educational use, it is probably not a problem. National Library of Education provides a duplication service.

Q. Are documents with no full text added to ERIC?
A. There are no rules; based on submissions.

Q. When will the identification of peer reviewed journals be added?
A. When peer review information is available it is being added to the database in several loads. National Library of Education’s goal is to complete the peer review status project by next year but it may take much longer. It is very labor intensive work.

Q. When will a downloadable journal coverage list be available?
A. Possibly by the end of summer.

Q. Why are some ERIC documents not available in full text?
A. People should inform ERIC about such cases using the comment form on the website. Justice Department documents were offered as an example. All federal documents should be available in full text.

Committee Name: Higher Education
Time and place convened:
Meeting Highlights:
Major Topics of Discussion: Reviewed wiki of resources for librarians serving higher education programs.
Major Decisions:
  Added resources to several sections of wiki. Added section for resources to wiki.
Upcoming Activities:
  Complete wiki and maintain it.
  Consider sharing research guides through library guides.
Name of person submitting minutes:
Members present:
Members excused:
Guests:
Minutes:

Committee Name: Information Literacy Steering Committee (Ad Hoc)
Time and place convened: June 29, 2008
Meeting Highlights:

Name of person submitting minutes: Judy Walker, Chair
Members present: Sally Neal, Cynthia Crosser, Laura Koltutsky, Kathy Dobda
Guests: Lisa Baures, Cheryl Goldenstein, Terry Leonard, Dorothy Schleicher, Sara Seely, Amanda Hornby, Corinne Bishop, Helga Visscher, Mark Eddy.

Minutes:
1. Meeting was called to order by Judy Walker (chair) at 10:35 in Salon I of the Hyatt Hotel.
2. Minutes of the midwinter meeting were approved
3. Judy gave a brief introduction to the committee for the guests and then brought the committee up to speed on the status of the ILAC consultants list which was finally received in the middle of May.
4. Groups working subject specific guidelines up-dated the group on their status.
   a. Education
      1. The consultant they will be working with is Alisa Kohoid
      2. They have a rough draft ready, which concentrates on PreK-12 teacher education
      3. They are working on editing, voice, etc.
   b. Communications
      1. Christy Stevens is their consultant
      2. Narrowed it down to journalism and have already introduced it to faculty at the journalism conference.
      3. Their consultant indicated they needed to include a little more of Bloom’s taxonomy.
   c. Psych/Psych
      1. Doesn’t seem to be a high priority for the committee. In response to this comment Judy reiterated that if there were a few folks from the committee that would really like to concentrate on the project an ad hoc committee could be formed for that purpose. Also since APA has already created a document on information literacy the committee could decide that it’s not necessary to do another one. That is up to the committee but they need to let this group know what they decide.
      2. Have done some mapping to ACRL & APA
4. Kathy shared a document called Checklist for Information Literacy Guidelines that was given to her by their consultant. It basically outlines what a committee needs to do to get the guidelines approved. It appears that both the education and communications groups have already completed a good number of the items on the list. Judy will make a copy of this document and put it on the EBSS Information Literacy Wiki. She will also send it to the appropriate chairs along with the list of consultants.
5. The remainder of the meeting was an open discussion about information literacy and was designed to get feedback from the visitors. So of the main issues and/or points made include:
   a. Lisa Baures from Minnesota State University, Mankato shared her experience of triangulating the ACRL standards with the INSTEP standards used by NCATE during accreditation visits and her institutions curriculum. Judy will contact her to see if we could include an example of Lisa’s work on the wiki. Lisa indicated this helped bolster her
c. Lisa also noted a definite disconnect between AASL & ACRL standards. It doesn’t look like there was much communications between the two divisions.

c. One of the guests asked about the other subject areas not included in this section. Will they be required to come up with guidelines? Does anyone care?

7. The meeting concluded at 12 Noon.

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**Committee Name:** Instruction for Educators  
**Time and place convened:** June 28, 2008, 1:30 am meeting convened.

**Meeting Highlights:**

**Major Topics of Discussion:**

1. Minutes from Midwinter 2008 approved  
2. Reviewed Work to date on Information Literacy Standards document and Development Process.  
4. Create Timeline to complete process by Annual 2009  

**Major Decisions:**

1. Committee decided to create a process that will result in a completed document by Annual 2009.  
2. Committee developed timeline necessary to complete process by Annual 2009  

**Name of person submitting minutes:** Alison Graber  
**Members present:**  
Kathyanne W. Dobda (Co-Chair 2007-2008) k.dobda@csuohio.edu  
Dr. Alison Graber (Co-Chair 2007-2009) alison.graber@colorado.edu  
Lee Ann Lannom (2007-2009) lee.ann.lannom@vanderbilt.edu  
Kate Kristin Zoellner (2007-2009) kate.zoellner@umontana.edu  
Vicki Miller (interested in committee) millerva@wssu.edu  
Rachel Lynn Wadham (2007-2009) rachel_wadham@byu.edu  

**Members excused:**  
Dr. Henri Mondschein (2006-2008) mondsche@clunet.edu  
*Eric L. Frierson (2007-2009, virtual) efrierso@umich.edu  
*Cheryl A. Ghosh (2007-2009) cheryl.ghosh@uc.edu  
Mary E. Cassner (2007-2009, virtual) mcassner1@unl.edu  

**Guests:**
Minutes:

1. Minutes from Midwinter 2008 approved
2. Review Work to date on Standards document and Development Process.
   a. First draft completed.
   b. ACRL Information Literacy Consultant-Ellysa Cahoy appointed to work with our committee.
   c. Discussed possible academic organization/Teacher Education faculty to provide feedback
      i. AERA – Kate Corby-will present draft to AERA executive board.
      ii. Discussed other possible partners such as AASL, ISTE. Will continue to investigate options and possible program proposal(s) to present at their conferences.
3. Next Steps
   a. Committee members will identify education faculty to review the document and comment.
   b. Committee will work on strengthening connections between these information literacy standards and existing teacher education standards. Introduction should include: These literacy standards are appropriate for Teacher Education students in all programs (early childhood- grade 12).
   c. Creating a cohesive document for Teacher Education students
      i. Common Terminology for Document (Rachel will edit entire document after committee feedback):
      ii. Adding additional databases and other specifics appropriate for teacher education students.
4. Timeline and Action Items: Deadline to complete process by Annual 2009

<table>
<thead>
<tr>
<th>Month</th>
<th>Tasks</th>
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<tbody>
<tr>
<td>July</td>
<td>Send out Email to Committee with minutes, timeline, and tasks.</td>
</tr>
<tr>
<td>August</td>
<td>Entire committee continues to work on all sections of second draft.</td>
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<tr>
<td>September</td>
<td>Final second Wiki Draft DUE 9/10</td>
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<tr>
<td>October</td>
<td>Rachel will edit entire document in mid October, Third draft ready 10/30 for education faculty review</td>
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<tr>
<td>November</td>
<td>Feedback from entire committee on third draft due by Thanksgiving 2008.</td>
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<tr>
<td>December</td>
<td>Rachel will re-revise. Committee will submit document to EBSS</td>
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<tr>
<td>January</td>
<td>Midwinter in Denver</td>
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<tr>
<td></td>
<td>Finalize and sequence remaining tasks and</td>
</tr>
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</table>
Meeting adjourned: 12 noon, June 28, 2009

Committee Name:  Membership & Orientation
Time and place convened:  6/28/2008

Meeting Highlights:

Major Topics of Discussion:
Reformat and fix letters:
- add new benefits and appeal to ACRLers on subject and interdisciplinary bases
- highlight learning opportunities rather than mostly networking
Beef up partnering / outreach activities
- encourage ACRL to create more robust partner programs.
- liaison with NMRT to feed in new members
- clarify ACRL 100 type sessions to highlight appeal of EBSS for new members
- create presence in facebook

Major Decisions:
Steve will create letter to encourage EBSS board to start Facebook site.
Group will edit and recast 3 letters, and survey call.
Investigate creating podcasts to highlight members use of EBSS materials.
Try to advocate for robust ACRL partnering programs (Laura).

Name of person submitting minutes:

Members present:  Laura Lucio Ramirez (Chair), Scott Collard (Minutes), Cheryl Goldenstein, Robert Hinton, Steve McGinty, Dorothy Schleicher,

Members excused:

Guests:

Minutes:
Ramirez updated the committee on membership levels, indicating that we had unfortunately dropped below the 1000 member threshold. The group discussed the implications of this drop and examined the membership documents provided by Ramirez.

**Main Business:**
The committee brainstormed possible ways to increase membership in EBSS. Most of the ideas centered on either improving or re-editing our communications, or improving our liaison and outreach activities. The following presents a list of some of the ideas generated during the meeting:

**Communications:**
- Re-edit and add to letters that go out to new, departing, and returning members, focusing on highlighting or adding in benefits of membership. Letters currently are very focused on mechanics of membership benefits, but should be more focused on tangible usable benefits:
  - Add in the ACRL wide benefit for Life insurance
  - Highlight the usefulness and community engendered by the EBSS listserv. This should be the first thing on the list of benefits and include a quote from a user as to its value
  - Pursue “second section” members – those who have a primary section but might benefit by EBSS membership as their jobs and subject areas become more interdisciplinary
  - Add to letters that there are partnership opportunities for new members to meet others and get involved

- Look into making EBSS programs available over the ACRL website for members who can’t attend

- Create and link to a handful of interviews in audio form of members talking about what they get out of EBSS membership

- Add to the departing member survey a question asking “what could we do to encourage you to renew your membership.”

**Liaison and Outreach:**
- Build stronger relationship with NMRT to get referrals out to EBSS
- Work on attracting first-time job seekers straight out of library school
- Work through ACRL directories to identify interested parties
• Work with state chapters to identify members

• Create stronger connection with ACRL New Members materials and orientation activities to recruit new members to our section. The new members reception needs to be more than a list of acronyms; EBSS should ask for a chance to “sell” itself during the informational session.

• Build an EBSS Facebook presence if possible. [Note: McGinty wrote a statement on the utility of this approach to be delivered by Ramirez at the chairs meeting.]

• Consider implementing and sustaining a more robust “partner program” to pair new members with more experienced ones in short, informal, and easy ways (ie, a tour of the exhibits, take a new member to your meeting, etc.)

Ramirez agreed to take these suggestions, and in particular those related to building more sustained partner programs and richer information during the New Members event, back to the chairs meeting as suggestions.

The committee also decided to work on editing and recasting the membership letters over the course of the fall semester.

LAST BUSINESS:
Collard agreed to think through the range of the proposals above to attract new members in conjunction with the ACRL meeting in Seattle in 2009. Collard will formulate a document for revisiting at the ALA Midwinter meeting.

Goldenstein agreed to organize the informal EBSS social at Midwinter and draw on other committee members for help.
The committee met to discuss candidates for 2009 for the offices of vice-chair/chair-elect, secretary, and member-at-large.

A list of potential candidates was compiled. After consultation with the current section chair and chair-elect, candidates will be contacted about their willingness to run.

A list slate of candidates will be forwarded to ACRL by September 14, 2008.

The meeting was adjourned at 9:30am.

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Committee Name: Online Learning Research

Time and place convened: Saturday, June 28th 10:30-12:00

Meeting Highlights:

Major Topics of Discussion:

1. Formatting of the categories on our wiki, Librarian’s Toolkit for Online Learning, was discussed. Category names were modified to better describe the content. Additional subcategories to be used to describe each tool were suggested. We also want to add “scope notes” to the categories to define what is included (such as a brief definition of “instructional delivery tools”, and “instructional design tools”)
2. Entries were reviewed and moved, as needed to other categories.
3. For repositories, we want to focus on those public repositories that have learning objects that librarians could grab and modify or link to.
4. The group discussed how to package the information and it was suggested that we look to incorporate “wiki matrix” as a way to visually represent the features of each tool (with columns and check marks, while creating links from the tool name to more detailed descriptions of the tools. Other ways to create the matrix may be as excel, word or pdf documents with clickable regions.
5. Future projects were discussed, such as a program with Merlot to discuss incorporating learning objects into online learning. Another project to further discuss could be a survey regarding librarians’ use of learning objects with a resulting publication

Major Decisions

1. Lori will make changes to the wiki to incorporate changes suggested, as well as to create templates for the formats for each tool to be added. She will notify the group of areas that need further work. Members will choose areas they would like to work on.
2. Target date to complete additions to the wiki is August 31.
3. Corinne will investigate the “wiki matrix” and inform the group, by e-mail, about the possibility (and requirements) of using that to organize our content. Further decisions will be needed about the categories for the matrix, as well as who will be responsible for each section.
4. Lori will send a draft proposal for conducting a survey to librarians about their use of learning objects. After revisions Lori will submit to ACRL for their approval before sending off. The group would like to explore using Captivate (per Corinne’s suggestion) as the tool for
administering the survey (modeling tools we are discussing). It also has an interactive component and branching ability.

5. Lisa will send more information to the group about her ideas for a possible program with Merlot

Name of person submitting minutes: Lori Mestre

Members present: Lisa Baures, Beth Broyles, Corinne Bishop, Lori Mestre, Mona Niedbala, Johan Oberg, Alice Perez, Kate Silfen

Members excused: Cindy Judd, Sarah Cantrell

Guests:

Minutes:

Discussion Topics:

1. Members introduced themselves and welcomed three new members.
2. Minutes from midwinter 2008 were approved.
3. Current proposals from this committee that were submitted for the 2009 ACRL national conference and the 2009 ALA Midwinter Preconference were mentioned and a suggestion that if one is not accepted we might then use that topic as a possible current topic discussion for EBSS midwinter.
4. Formatting of the categories on our wiki, Librarian’s Toolkit for Online Learning, was discussed. Category names were modified to better describe the content. Additional subcategories to be used to describe each tool were suggested, such as pedagogy, accessibility, learning curve, and learner objectives. Each tool will have the same subcategories to be consistent. These will be added as template pages on the wiki for members to use as they enter content. We also want to add “scope notes” to the categories to define what is included (such as a brief definition of “instructional delivery tools”, and “instructional design tools”)
5. Entries were reviewed and moved, as needed to other categories.
6. For repositories, we want to focus on those public repositories that have learning objects that librarians could grab and modify or link to. Alice agreed to continue work on that effort.
7. The group discussed how to package the information and it was suggested that we look to incorporate “wiki matrix” as a way to visually represent the features of each tool (with columns and check marks, while creating links from the tool name to more detailed descriptions of the tools. Other ways to create the matrix may be as excel, word or pdf documents with clickable regions.
8. Future projects were discussed, such as a program with Merlot to discuss incorporating learning objects into online learning. Another project to further discuss could be a survey regarding librarians’ use of learning objects with a resulting publication

Action Items

1. Lori will make changes to the wiki to incorporate changes suggested, as well as to create templates for the formats for each tool to be added. She will notify the group of areas that need further work. Members will choose areas they would like to work on.
2. Target date to complete additions to the wiki is August 31.
3. Corinne will investigate the “wiki matrix” and inform the group, by e-mail, about the possibility (and requirements) of using that to organize our content. Further decisions will be needed about the categories for the matrix, as well as who will be responsible for each section.
4. Lori will send a draft proposal for conducting a survey to librarians about their use of learning objects. After revisions Lori will submit to ACRL for their approval before sending off. The group would like to explore using Captivate (per Corinne’s suggestion) as the tool for administering the survey (modeling tools we are discussing). It also has an interactive component and branching ability.
5. Lisa will send more information to the group about her ideas for a possible program with Merlot

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Committee Name: Psychology / Psychiatry
Time and place convened: Saturday June 28, 2008 at 8am in the Hilton Anaheim Balboa B

Meeting Highlights:


Major Decisions:

Pursue discussion forum for 2009 Chicago "Metrics and Tenure".
Consider core journals discussion for midwinter 2009 Denver "Do core journals matter?"
Continue discussion of core journals list: is it needed? If so, what standards will we use?
Continue work on information literacy standards.

Name of person submitting minutes: Cynthia Crosser
Members present: Sally Neal (co-chair), Bruce Stoffel (co-chair), Darlene Nichols, Laura Mullen, Paula McMillen, Cynthia Crosser, Tobeylynn Birch
Members excused: Laurel Haycock (virtual member)
Guests:

Minutes:
Agenda Item Minutes:

Agenda Minutes were taken by Paula McMillen

APA Presentation and Discussion: 8-8:30 am
We were joined by Linda Beebe and Susan Hillson of the American Psychological Association. They discussed PsychINFO’s ongoing focus of increasing the coverage of neuroscience (except molecular and cellular) and providing more cover to cover indexing for topical journals. In general PsychINFO has moved from covering psychology per se to covering what psychologists need to know about. They stopped the speculation about a new version of the style manual, stating that it is still 2 years away. They are continuing to work on several fronts to make tests and measures in the literature more accessible. Retrospective coverage of cited references is underway. They will be increasing their utilization of social networking and other web2.0 functionality to engage different audiences (e.g., YouTube instructional videos, blogging, and FaceBook) and will be depositing all full-text articles with a plagiarism checking service.

**Old Business**

**Update on Information Literacy Standards project** (Sally Neal). There hasn’t been much progress since the last committee meeting. Sally invited anyone interested to get involved and to attend the ACRL IL ad hoc committee meeting to find out what progress other groups are making.

**Final prep for discussion forum** (committee is Tobeylynn Birch, Laura Mullen, Dana Peterman, Bruce Stoffel). The forum has focused on the “Practical Aspects of Open Access Publishing in the Behavioral Sciences” and will be held in the Hilton Anaheim, Manhattan room Sunday, June 29, from 1:30 -3:30 pm. Laura Mullen will be serving as moderator and panelists include: Linda Beebe from APA to talk about the publishers’ perspective, Lorelei Tanji (UC-Irvine) and Brenda Johnson-Grau (UCLA Center for the Study of Women) representing IR’s and self-publishing perspective, and Jennifer Laherty (Indiana Univ. Bloomington) who will talk about libraries as hosts for open access journals.

**Report from Core Journals Taskforce** (Lisa Beall, Laura Mullen, Robin Paynter, and Diana Ramirez) Diana provided a list of talking points/considerations compiled by the taskforce members. The discussion involved the criteria to be considered when evaluating journals and even the need for such a list in the new information and publishing environment. The taskforce started with a discussion about defining the field, the purpose of a core list, and how a list would be prioritized and arranged. The taskforce would like to make this an agenda item for a future Psych/Psych committee meeting. They have submitted a proposal to the upcoming ACRL conference for a presentation on the “core journal” concept.

**New Business**

**Committee membership changes were announced**

**Issues/activities for 2008-2009**. Several possibilities were raised including:

- Changing the name of the committee by dropping Psychiatry-- since our focus is pretty exclusively on Psychology.

- Making connections with the APA teaching section to explore potential partnerships. Also find out if APA would provide a liaison position and allow librarians to attend their conferences for a reduced cost.
• A lot of interest in looking at how to measure impact in scholarly publishing—for our faculty and ourselves. Laura has done a lot of work (including writing articles) that look at various measures of scholarly impact.

• Bruce reminded the incoming chairs that deadlines for discussion forums for mid-winter and even annual 2009 were coming up quickly.

Time adjourned.
The meeting was adjourned at 10:00 am.
Summary

Motions
No official motions were made

Action Items
• Cynthia Crosser (in-coming co-chair) and subcommittee (call for volunteers will be sent out) will follow up work on information standards. Sally Neal and Cynthia Crosser will attend the discussion (at this conference) held by the EBSS Information Literacy Steering Committee (Ad Hoc).

• Laura Mullen (in-coming co-chair) and subcommittee will follow up work on core journals.

• The committee will follow up on either expanding committee activities to include psychiatry or dropping that part of the name.

• A discussion for Annual 2009 will be planned.

Committee Name: Publications & Communications
Time and place convened: Sunday, June 28, 2008, 8:30 am to 10 am in Hilton, Balboa A.

Meeting Highlights:

Name of person submitting minutes: Debora Cheney
Members present: Beth Broyles (Newsletter Editor), Kathy Dobda, Jill Woolums, Joe Weber, Karin Suni
Members excused: Jessica Albano (Web Editor)
Guests: Barbarella Frazier, Penny Beile (Chair, EBSS)

Minutes:

Discussion of the following items:
- EBSS Committee Liaisons—Final list checked for completeness and accuracy.
- Newsletter Report (Beth Broyles, Newsletter Editor)
- New Publication Review—(none as of 5/28/2008)
  Reviewed for consideration and discussion:
  http://wikis.ala.org/rusatoolkit/index.php/RUSA_Web_Policy and
  http://wikis.ala.org/rusatoolkit/index.php/Publications_Policies
- Reviewed revisions and suggestions from EBSS Research Committee (Jill Woolums, Liaison) on the
draft form of the Digital Publication Proposal Form

Time adjourned. 10:00 a.m.

Summary: Recommended to Advisory and Executive Committees changes to publications procedures,
need to discuss relationship of electronic publications to the ACRL publication process, and the need for
possible changes Committee’s charge. Purpose of revisions and recommendation is to incorporate new
digital/electronic publications into EBSS’s publications and website guidelines for long-term
maintenance of electronic publications posted on the EBSS website. Establish best practices for how to
manage this content for the future. Several approaches were discussed to be presented at the Advisory
and Executive Committee Meetings. The Committee needs guidance (a Charge) on what direction the
EBSS and its committees would prefer to move before planning and further recommendations can be
made.

Action Items: Waiting for a charge from Advisory Committee on their preference for management of
publications process for Electronic Publications.

Note to Committee Members: The Advisory Committee Minutes records the following: "At the end of
the discussion the Advisory Council charged the EBSS Publications and Communications Committee to
“rewrite the publications policy to reflect the changes in technology and committee liaison roles to the
publications committee This motion was made by Benita Strnad and seconded by Melissa Cast-Brede.”
The use of Instant Messaging reference at committee members institutions.
The use of LibGuides at committee members’ institutions.

Major Decisions:

- Committee decided to pursue resource on information about institutional rankings that focused on areas such as how college ranking and accreditation are related and the impact of college choice on rankings. This decision was made with the goal in mind of not simply duplicating other resources already out there (such as College and University Rankings site at http://www.library.uiuc.edu/edx/rankabout.htm)

Upcoming Activities:

- The committee is considering submitting one or some of its projects to College and Research Libraries News for a write up in the Internet News section.

The committee will explore the possibility of setting up a research session focusing on resources to assist with faculty who are going up for tenure.

Name of person submitting minutes:
Members present:
Members excused:
Guests:

Minutes:

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Committee Name: Research Committee
Time and place convened: Saturday, June 28, 2008 10:30 am

Meeting Highlights:

Major Topics of Discussion:

- Research Forum
  - Reviewed procedures
  - Ideas for promotion
- Research wiki development

Major Decisions:

- Minor changes to criteria
- Seek out partnerships with other sections for development of a research wiki
Committee members will build a demo wiki
Will approach CLS Research Coaches and STS Research Committee

Name of person submitting minutes: Helga Visscher
Members present: Melissa Cast-Brede, Adis Beesting, Cristina Domingues Ramirez, Dana Scott Peterman, Karen Hartman, Kornelia Tancheva, Laura Bowering Mullen, Merrie Davidson, Scott Lancaster.
Members excused: Sharon Weiner, virtual member
Guests:

Minutes:

Education & Behavioral Sciences Section: All Committees Meeting. Disneyland Hotel, in Magic Kingdom 2,3. Melissa Cast-Brede, Committee Chair, led the meeting.

Agenda Item Minutes:

I. Forum Setup

The Room set up was reviewed by Melissa Cast-Brede. The caterers worked with the room arrangement.

II. Review Criteria:

Look at the completeness of the application and relevance to Education & Behavioral Sciences.

III. Review Process.

The Committee Chair sends out the Call for Proposals to EBSS, and asks for contacts to other sections such as DLS, CLS, etc.

Send the call to Library Schools, or ask faculty to recommend someone?

Try to improve the research methodology component. The common denominator issues in reviewing the proposals were time management issues, project management. The major issue was the low number of submissions.

IV. 2009 Research Forum

Format - Discussion by members praised the format as we have it: Poster sessions presented by librarians, with review and feedback from Research Committee members and others present.

Day and time: Having it immediately after the EBSS Program is good, will attract attendees.

Having the catering done by Psych Info is a great benefit. Thank you Psych Info and Susan Hillman
Workshop / preconference: Many people thought this was a good idea, but there was not enough enthusiasm to follow up on organizing a plan or a theme for a preconference. It could be an idea for the ACRL section in general.

V. Future Activities

Wiki: Merrie Davidson suggested a wiki format for the committee but there was no format or idea. Other? Facebook or other social network?

Time adjourned. 12:15

Summary: The Research Committee will present a 2009 Forum similar in format and procedure as the one for 2008. We were disappointed in having so few proposals turned in, and even more disappointed that two proposals that we had accepted did not show up. That left only two poster sessions at our Research Forum.

Action Items: Committee Chair, Helga Visscher will send out the Call for Proposals In the Fall, 2008. Members will help by contacting other list servs, or committees to recruit people to send in proposals. An option to have a web based form to submit a proposal was mentioned, but not followed up on by Helga Visscher.

Facebook: Helga Visscher set up a Facebook Interest Group for the EBSS Research Committee. Some people joined up, but there was not much discussion or follow up regardint the Research Forum.