ALAEBSS Consolidated Committee Meeting Minutes

Advisory Council

Date: 1/06/2010

Committee name: EBSS Advisory Council

Name of person submitting minutes: Kate Silfen, Secretary

Members present: Kate Corby (Michigan State University), Sally Neale (Butler University), Bernadette Lear (Penn State), Beth Broyles (Georgia College & State University), Catherine Michael (Ithaca College), Cindy Judd (Eastern Kentucky University), Dana Peterman (UC Irvine), Deborah Schaeffer (California State University), Elisa Slater (Loyola Marymount), Gloria Colvin (Florida State University), Helga Visscher (University of Alabama), Jessica Albano (University of Washington), Jessica Alverson (New York University), Kate Zoellner (University of Montana), Laura Mullen (Rutgers University), Lesley Farmer (California State University), Mona Niedbala, Pamela Werre (Minnesota State), Scott Collard (New York University), Lori Mestre (University of Illinois), Stephanie Davis-Kahl (Illinois Wesleyan University), Wendy Mann, Kate Silfen (Boston College), Barbara Frazier (Bringham Young University).

1. Welcome & Introductions: the virtual meeting took place via Adobe Connect at 10am on January 6, 2010.

2. Lori provided an explanation of how to use Adobe Connect

3. The Advisory Committee approved the agenda for the meeting.

4. The Committee approved the minutes from Annual meeting 2009.

5. Brief Announcements:

a. Sally Neale talked about the four panel presenters for the 2010 EBSS program in Washington, DC. The program will be titled: “News Literacy and Preservation: Finding, Using, and Losing the News.”

b. Bernadette reminded Committee members about the EBSS Dutch Treat dinner in Boston.

6. The Advisory Committee had a discussion about virtual meetings:

Fourteen EBSS committees met virtually prior to Midwinter in lieu of a face-to-face meeting.
Several non-committee members asked to participate in the virtual meetings, so this form of meeting could help EBSS be more inclusive and to attract more participation. Due to economic conditions, many EBSS members cannot afford to come to two conferences a year, so virtual meetings allow these members to stay active on committees.

Gloria reported that the Higher Education Committee liked the Adobe Connect format. Committee Chairs should decide whether their committees are having a virtual midwinter meeting before the bundled registration deadline.

There is now a need to emphasize to potential committee members that they are only required to attend to one ALA conference a year. Committee chairs were reminded that committees are required to meet in-person at ALA Annual.

Lori pointed out that the virtual meeting software may encourage committees to have more than two meetings a year.

Stephanie and Lori will explore additional platforms for virtual meetings and are working on a best practices wiki for running virtual meetings as part of an ACRL action plan they are working on with the Instruction Section.

There was some discussion about whether the prevalence of virtual meetings would make ALA Midwinter meetings disappear. Deborah pointed out that ALA is financially dependent on the Midwinter meetings. She also expressed concern that the number of virtual meetings would impact attendance at EBSS Current Topics sessions at Midwinter. We can assess this after the session at Midwinter.

Committee chairs were asked to document their experiences with virtual meeting software.

7. Officer Reports:

a. Members-at-Large:
There are still spots left in the EBSS Dutch Treat Dinner in Boston.
Dana talked about the four discussions topics at the EBSS Current Topics Session in Boston. These topics include: services to distance learners, teaching visual literacy, adult basic education programs, and working with ESL students.

b. Membership & Orientation:
There will be an e-mail going out to the listserv to remind EBSS members of the Dutch Treat and Social.
EBSS now has between 800-850 members. This means that funding for EBSS has dropped significantly.
Scott reported that surveys are sent to librarians who have dropped their membership with EBSS.

The committee discussed the possibility of establishing a “buddy system” for new EBSS members. The buddy system will help new members become oriented to the section, and encourage them to remain actively involved in EBSS. (action item).

The ACRL Membership Advisory Committee is looking to form sub-committees that would work on recruitment issues across divisions.
c. Web Manager:
EBSS is still working on recruiting an Associate Web Manager who can eventually become the Web Manager.
Jessica reminded committee chairs that they all need to post their meeting minutes to ALA Connect within two weeks of their meetings.

d. Publications:
Barbaraella reported that the publications committee revised the digital project form for the publication of official EBSS documents.

e. Newsletter Editor:
ACRL decided to stop mailing print newsletters to members. All newsletters will be posted online, and EBSS members will receive an e-mail with a link to the current newsletter.

f. Secretary:
Kate Silfen reminded chairs to either send her meeting agendas, or post them on ALA Connect. If agendas are posted on ALA Connect, chairs should send Kate the link and let her know that they have been posted. When posting agendas and minutes to ALA connect remember to check the box for “public.”

g. Vice-Chair:
Stephanie reported that she will begin making committee appointments on February 1st. All chairs should let her know how many virtual members they are willing to have on their committees.
The Program Committee is having its first meeting on January 15th.
Stephanie says EBSS submitted two proposals for action plans. The first was to develop a training program for running virtual meetings. This proposal was not funded; however, the ACRL Board recommended we collaborate with the Instruction Section since they are working on the same project. The second is to sponsor a series of podcasts on the role of librarians in higher education. This was funded.

h. Past-Chair:
Deborah reported that she will work on updating the EBSS manual. She is working on the New Leader’s Orientation, and is questioning whether these orientations need to be face-to-face meetings. This will be further discussed at the Executive Committee at Midwinter.

Chair:
Lori is now booking time slots for Annual meeting. She solicited feedback on time slots, with a concensus to meet 8am to noon, with refreshments beginning at 8am. The EBSS membership meeting will begin at 11am.
She asked chairs to solicit ideas from committee members about possible topics for the research forum.

7. Research Forum
Helga Visscher reissued the call for proposals for the EBSS Reasearch Forum, which will be held on June 26, 2010, after the EBSS program. The call has been described via e-mail on the EBSS listserv. Advisory members are encouraged to promote the Research Forum, asking any colleagues to submit proposals prior to the Midwinter meeting. The Research Committee will meet on Saturday, January 16th, 10:30am to 12 noon at the Convention Center.

8. Action Items
EBSS will establish a “buddy” system to help welcome and orient new members to this section of ACRL.
EBSS will work with the Instruction Section and the Online Learning Research Committee to develop a training program for running virtual meetings.
Sponsor a series of podcasts on the role of librarians in higher education.

Executive Committee Minutes

Date: 7/13/2009

Committee Name: EBSS Executive Committee

Members Present: Lori Mestre (Chair), Stephanie Davis-Kahl (Vice-Chair), Deborah Schaeffer (Past Chair), Kate Silfen (Secretary), Bernadette Lear (Member-At-Large), Barbarella Fraiser (Publications Chair) Beth Broyles (Newsletter Editor), Dana Peterman (Member-At Large)

Guests: Joyce Ogburn

1. Introductions/Greetings

Lori Mestre called the meeting to order at 8am on January 16t, 2009 at the Boston Convention and Exhibition Center, Room 157.

2. Approval of Agenda

3. Approval of the EBSS Executive Committee Meeting Minutes from the ALA Annual Meeting in 2009.

4. Brief Announcements & Discussion

Lori announced that the Executive Committee will be able to hold our 2011 Midwinter meeting virtually. We will work with the ACRL Instruction Section on finding the right virtual meeting software.
The committee discussed alternative ways of finding funding for EBSS sponsored programs and events. EBSS membership has dropped below one-thousand members. Mary Ellen Davis (ACRL Executive Director), has discussed different funding issues. She had proposed that there may be other ways to determine where funds go other than
having them be based on the size of the ACRL division. Stephanie reminded the committee that there is the “Friends Dispersement Fund, provided by the Friends of ACRL. Stephanie has suggested that EBSS put together a wish list for programs that members would like to see. For example, EBSS may want to provide scholarships for librarians who wouldn’t otherwise be able to attend the ACRL conference.
ACRL is looking for feedback about the organization as it undergoes a strategic planning process.
The Harvard Advanced Leadership Institute still has openings for potential attendees.

5. ACRL Representative: Joyce Ogburn

Joyce invited members of the Executive Committee to share any suggestions or concerns about ACRL and EBBS. Committee members shared the following feedback:

The Curriculum materials committee is having trouble getting its Directory of Curriculum Materials published. This suggests a need for clearer communication between ACRL and the EBSS Publications Committee.
Training needs to be provided for web managers who work with ALA’s website.
The Communities of Practice Assembly will be more useful if it is longer. This meeting is seen as more valuable than the Leadership Council.
Committee members requested that the ACRL blog be divided up into sections or subtopics.
EBSS members often run into conflicts between two section meetings and ACRL programs that take place during the same time as these meetings.
Members of the Executive Committee would like to see tips for using virtual meeting software become more visible on ACRL’s website.
Joyce said that ACRL is looking at different models for funding ACRL divisions. Right now, the funding for each division is determined by its membership numbers.
The American Psychological Association released an initial printing of its new publication manual with a number of errors. It took quite a long time for APA to be open about these errors, and to remedy the situation by sending replacement copies to libraries. Committee members want to see if there is a way for ACRL to issue an official response to situations like this.
There is some concern about the future of ALA Midwinter meetings given that many librarians cannot afford to attend two conferences a year. Also a large number of committee are now meeting virtually in lieu of having a meeting at Midwinter. If EBSS committees stop meeting at Midwinter, EBSS may not have attendees at the Current Topics program that is usually held at Midwinter. There was a suggestion that EBSS have both a Conference Program and Current Topics Session at the Annual Meeting.
Another suggestion was to have Skype available for EBSS members who are not at midwinter and can’t come to the Current Topics sessions.

6. Officer Reports:

   a. Members-at-Large:
Bernadette announced that there are still spots left for the EBSS “Dutch Treat” dinner on Saturday night.
Bernadette expressed the concern that there may be a low turnout for the Current Topics discussion. The Current Topics Discussion is usually announced at the EBSS consolidated meeting, and there is no longer a Consolidated Meeting at Midwinter. Other ways of promoting Current Topics were discussed. Turnout will be assessed at today’s Current Topics Sessions.

b. Publications Committee:
The Publications Committee has revised its approval process for EBSS Publications. The Committee would like feedback on this process.
There was a discussion about where EBSS publications should live. The Committee decided that drafts of publications will live on ALA Connect and that final publications will go on the ACRL/EBSS webpage. This is a records retention issue, and there was a discussion about drafting a records retention policy. Bernadette and Barbarella offered to draft this policy to share with the Executive Committee at Annual.

c. Web Manager (Lori summarized Jessica Albano’s report):
The EBSS wiki has been updated with publications from the Reference Sources & Services Committee and the Communications Committee.
Chairs are asked to remind committee members to create profiles on ALA Connect.
Jessica is cleaning up the sidebar on the EBSS webpage’s sidebar and adding an RSS feed.
Finding an Associate Web Manager who can eventually become Web Manager is a top priority.

d. Newsletter Editor:
Beth reported that EBSS had its first online newsletter, and she is looking for suggestions for the upcoming newsletter.

e. Secretary:
Kate reported that the deadlines for submitting agendas and minutes has gotten blurry given the number of virtual meetings that are taking place both before Midwinter and at Annual.
Kate will be sending templates for agendas and minutes to EBSS chairs.

f. Vice-Chair:
Stephanie reported that the appointment to committee will begin on February 1st.
EBSS was refused funding for doing a program on running a virtual meeting.
EBSS will receive partial funding for sponsoring a series of podcasts on the role of librarians in higher education.
She proposed that EBSS form a task force to explore this.

g. Past Chair:
Deborah is looking for suggestions for improving the EBSS Manual. She would like it to be available on ALA Connect and to have it be searchable. She will draft a list of items that she would like to see in a revised manual. There was some discussion about whether the manual’s purpose is to be an archive of EBSS documents, or a manual for leaders (ask for follow-up)

h. Chair:

Lori reported that many new leaders do not like having an orientation meeting on Monday morning. There was some discussion of doing this virtually, and the Executive Committee will continue to explore this issue.
The Executive committee was reminded that the consolidated meeting will run from 8am-12pm at our Annual meeting. 11am-12pm will be dedicated to an EBSS membership meeting.
Lori reported that the Nominating Committee has a slate of nominees for leadership positions, but she does not have the list of needs. This suggests a need for clearer guidelines about that deadlines, procedures, and when information needs to become available to the Chair.
EBSS needs an Associate Web Manager who can eventually become Web Manager. The Committee discussed ways to recruit volunteers for this position. Stephanie suggested recruiting an Academic Resident at a university library to do this, or to look for library school students who would like to have this experience. Lori suggested that EBSS could provide someone with financial support to be an EBSS member if they are interested in being the Webmaster.

7. Decisions/Action Items

a. The Executive Committee will continue to explore options for virtual meetings. Executive may meet virtually for Midwinter 2011.

b. Stephanie will compile a wish list for potential programs that EBSS would like to receive funding for from the Friends Dispersement fund, and will seek feedback on this list from EBSS members via the listserv.

c. The Executive Committee voted in favor of having drafts of publications be available on ALA Connect, and final documents will be on the ARCL/EBSS web page.

d. Barbarella and Bernadette will draft a policy for record retention to share with the Executive Committee at Annual.

e. Recruiting and Associate Web Manager is a top priority.

f. A task force will be established to create and EBSS sponsored series of podcasts on the role of librarians in higher education.
Instruction for Educators Committee

Date: December 10, 2009
Committee Name: Instruction for Educators
Name of person submitting Minutes: Elisa Slater Acosta
Members Present: Kate Zoellner, Elisa Slater Acosta, Kathy Dobda, Lee Ann Lannom, Heather Moorefield-Lang, Vicki Smith-Miller, Rachel Wadham, Sara Seely
Members Excused: Mary Beth Applin, Vanessa Earp

Time and place convened and by whom: The Virtual Midwinter Meeting was convened at 9am PST – 10 MST – 11 CST – 12pm EST by Kate Zoellner, Co-chair.
Technologies used: Conference call (http://www.freeconferencecall.com/) and chat via ALA Connect.

Discussion Items:

I. Welcome and Introductions

II. Approved Annual 2009 Minutes

III. Information Literacy Standards for PK-12 Educators document
History
Kathy briefly brought everyone up-to-date on the work that has been accomplished since 2006. This committee has completed Steps 1-8 on the Checklist for Developing Subject-Specific Information Literacy Standards. Kathy believes that we are very close to a cohesive document! The steps that we have done so far are the hardest steps and steps 9-18 should move very fast.

Current Status (i.e., ACRL Information Literacy Advisory Committee’s Checklist for developing subject-specific information literacy standards)
Our draft was sent to the Advisory Council and we reviewed their comments (Step 9). There were several comments about: audience, library jargon, and requests for more examples for each standard. Our committee will take the feedback into consideration and revise the document in December and early January. Rachel volunteered to edit our document for consistency and audience. The rest of the committee will work on creating more discipline specific examples for each standard, as requested. Everyone volunteered to work on one standard.

Next Steps
Rachel will take the first run at editing the whole document for consistency. The rest of the committee will work on providing additional examples for each standard.

Timeline
December 31, 2009. Everyone will submit their revisions and examples to Kate.
January 2010. The committee will share our draft with relevant listservs & faculty and revise it, as necessary. (Steps 10-12)
February 2010. Submit final draft to EBSS Executive Council for review.
February-June 2010. Move through subsequent steps to complete work. (Steps 13-18)

IV. Connecting the Standards: The Intersection of Education and ACRL Information Literacy Standards website transfer

Kate has been communicating with Lori Mestre about moving the Best Practices website http://www.library.illinois.edu/diglit/coop/standards/index.html to the new EBSS wiki at http://wikis.ala.org/acrl/index.php/EBSS. Since it has not been moved, we can’t update it. The group discussed the role of the site and the need to review it before moving any of the content.

V. Other Business

Skype is another possibility for future virtual meetings.

Time adjourned: 10am PST – 11 MST – 12pm CST – 1 EST

Summary

Action Items
We will continue to go through the steps to get the Information Literacy Standards for Education approved and published.
Rachel will revise document & post on ALA Connect by December 18th. She will also email everyone.
Other members will create more examples for Standards 1-6, send to Kate by December 31st.
Standard 1 – Kate, Mary Beth
Standard 2 – Elisa, Vanessa
Standard 3 – Sara Seely
Standard 4 – Kathy
Standard 5 – Vicki, Lee Ann
Standard 6 – Heather
Kate will piece together Rachel’s work and all the additional examples for standards 1-6 by January 8th.

The Best Practices wiki – Kate (and Elisa) will read over and make recommendations for further action by January 29th, 2010.

Program Planning Committee Meeting

Name of Committee: EBSS 2010 Program Planning Committee
Time and place: Tuesday, December 9, 2009 – 10:00 CST- Conference Call and ALA Connect Site

In attendance: Tasha Cooper, Merinda Hensley, Lori Mestre, Steve McGinty, Nancy O’Brien
Excused: Debora Cheney

I. Introductions
II. Minutes from Annual 2009 were approved
III. Summary of Progress to Date
Speaker Forms—all forms were sent in and speakers understand that there will be no honorarium unless we get vendor support.
Donors—Tasha reviewed that we received a “No” response from Ebsco. She is waiting to hear back from Lexis/Nexis and Proquest. We discussed whether to hold off on sending requests to other vendors. The consensus was to go ahead to hopefully give us ample time for responses prior to drafting publicity and logos on give-aways. Tasha will send solicitations to Gale and to Accessible Archives. Steve will solicit donations from Newsbank and Newspaper Archives. There was a discussion about providing an example of a type of donation in the letter (such as Post-it-Notes or USB flashdrives for giveaways with the vendor and EBSS logos. Tasha will draft that into the letter and send it around for comment.
Room Reservations - We have a room reserved for 200 that we hope will be co-located with the Research Forum that will follow it.
Budget—We have been given $680.00 for our planning. That will need to cover speaker gifts, give-aways and publicity unless we get outside support. Here is what we had budgeted:
Speaker gifts and Giveaways: $350.00
Giveaways: the ctte will look for functional giveaways such as post-it-notes, jump drive, flashlight on a keychain (and add the EBSS logo)
Photocopying: $90.00—Although we discussed not printing many flyers, but instead using virtual means to produce them. However, if speakers have handouts we would need to use $$ to print those. Copying 200 evaluation forms (required) would cost ~$16.00.
Postage $60.00-not sure we need to use this money since we may not have anything to send (speakers could attach any handouts they want copied).
Total: $330.00 if no photocopying or postage. With photocopying and postage: $480.00
Bottom line: We have some room to play with speaker gifts, give-aways, and publicity (depending upon photocopy and postage fees)—up to $330.00 extra.

IV. Calendar/Timeline (posted in ALA connect) Lori reviewed the calendar and timeline and mentioned that Sally and Lori will monitor it all to keep things on track.
VI. Tasks for Committee Members (posted in ALA connect). The group went over the task list and assigned tasks to each member.
VII. Action Items
Everyone will send to the group by January 5 (maybe do this in ALA connect) the discussion lists they belong to and other groups where they could post our flyer for the program. We will then assign individuals to be responsible for specific lists (for distributing the flyers). We will also look for gaps that would be useful (such as distance education, newspaper preservation, social media lists).
Tasha will do a revision of the vendor solicitation letter and send to the group. She and Steve will contact their assigned vendors.

Lori will ask EBSS Exec. Ctte if there are stats for past program attendance, as well as where those are posted, along with a suggestion to collect and post these more visibly from the EBSS site.

At midwinter everyone will look for examples of giveaways that might be appropriate for the program. They will also look in the ALA store for suggestions for Speaker Gifts. Nancy gave an example of a Notepad Cover/binder/folder.

See also the updated Task List where additional recommendations have been included.

Meeting adjourned 10:58 CST.

**Research Committee**

**Introduction**

Members present: Helga Visscher, Chair of the EBSS Research Committee, Yu-Hui Chen, Adis C. Beesting, Cristina Dominguez Ramirez, Jason Martin, Karen Hartman, and Penny Beile

Guests present: Yvonne Roux, Anita Ondrusek, Svetlana Ordiaw

Helga Visscher, Chair of the EBSS Research Committee, welcomed the members and guests and had everyone introduce him or herself. The roster was passed around and guests signed in. Helga gave opening remarks about the meeting and the agenda.

**Approve Minutes of June 2009 Meeting**

Minutes were reviewed and approved as amended. Jason Martin’s name had been inadvertently left off of the member’s present list and added.

**Strategies for gaining more proposals prior to the meeting**

There was a discussion about the proposals submitted to the EBSS Research Committee. In all, 6 (six) proposals were submitted to the committee. Several strategies were discussed to bring more proposals to the committee. One strategy is to post the announcement on several listservs. Other suggestions for advertising the event are to announce the Call for Proposals in ALA Connect, to personally contact colleagues and distribute on listservs that the committee members currently subscribe. Another idea is to
have ACRL promote the Research Forum at the ACRL Division level. Another option to increase participation could be to change the format of the Research Forum in order to receive more proposals.

Since there has been low participation in the last few years, Committee members should keep in touch with participants throughout the process. The personal attention will help guide the participants through the application process and then to offer advice and suggestions if the proposal needs to be refined or improved. Another method to offer support and to show potential participants how to be a successful Research Forum presenter is to link to the ACRL EBSS Wiki links on how to conduct research, a template/successful model, past proposals, types of research, research methods (quantitative versus qualitative), etc. This is a project that would take some time to build; however, might prove a good resource for the Committee and for the Research Forum participants and potential participants. This project might be undertaken in 2011.

Evaluate and select proposals for Research Forum

The 6 research proposals were discussed, evaluated, and ranked based on the Committee’s criteria for inclusion into the Research Forum. The proposals were critically evaluated and suggestions were made of how each one could be improved or changed to better fit the criteria of the Research Forum. The pros/cons and strengths/weaknesses of each proposal were discussed by the Committee.

Each proposal was assigned to a Committee member for follow-up. Each member that was assigned to a particular proposal was to follow up with the individual candidate to bring the Committee’s feedback and suggestions to the candidate in order to strengthen the research project and offer support for the Research Forum presentation.

Meeting Adjourned

Minutes recorded and submitted by Cristina Dominguez Ramirez, member EBSS Research Committee

**Communication Studies**

**Date:** November 17, 2009, 4-5PM EST

**Committee Name:** Communication Studies

**Name of person submitting Minutes:** Jessica Alverson
Members Present: Kate Adams, Jessica Alverson (chair), Katherine Dabbour, Linda Hofschire, Christina Gola, Catherine Michael, Sally Neal, Rebecca "Missy" Murphey, and Julie Petr,

Guests: Joyce Garcyzinski and Maureen Perry

Minutes:
Meeting convened by Jessica Alverson at 4PM EST virtually via ALA Connect Chat.

I. Introductions
Members and guests introduced themselves.

II. Approval of Current Draft of “Information Literacy Standards Competencies for Journalism Students and Professionals”
The committee had been working virtually prior to the meeting to incorporate EBSS Executive Committee’s recommended changes to this document. Katherine Dabbour pointed out some typos in the document, and Christina Gola indicated that there was a more recent version of the AP Stylebook. Jessica Alverson agreed to correct these typos and update the bibliography to reflect the new AP Stylebook. The committee voted to approve the draft with these changes. Jessica Alverson also agreed to send the updated version of the document back to EBSS Executive Committee with explanations for the changes the committee chose not to incorporate in order to get EBSS Executive Committee’s approval before sending the document out to the EBSS membership.

III. Next Steps for the Information Literacy Standards Approval process
The committee reviewed next steps for the approval process as outlined by ACRL. The next step is to submit the document draft to the EBSS membership for comments. Jessica Alverson agreed to draft and send an email, along with the document, to the EBSS listserv asking for comments. The committee agreed that we should give the membership two weeks to respond. The committee also discussed the best place to post the document in our Communication Studies space on ALA Connect and make the document “public”, pending approval by EBSS. The committee agreed that the document needed to be clearly labeled as “draft.” The committee set a goal for accomplishing this task in December. After EBSS membership has had a chance to respond, the committee can then send the draft to other outside professional groups for comment. The committee reviewed its list of previously identified groups to target. Cathy Michael agreed to draft a sample letter to be sent to these groups. Linda Hofschire agreed to pull together the final list of groups where we will submit a draft of the document. The committee set a goal of sending out this draft in early January to the groups. The committee agreed to work virtually to figure out the details of submitting the draft to various groups whether it be via listserv, etc.

V. Media Tour for ALA Annual
The committee agreed that we should host a Media Tour at ALA Annual in Washington, DC. The committee will not tour NPR (toured at a previous meeting) or the Washington Post (Post is participating in another ALA event). The committee briefly discussed touring the Newseum but thought that it may not be the best idea because there is an
entry fee and typically the tours are free. The committee agreed to continue discussing this issue via email.

Meeting adjourned at 5pm EST on November 17, 2009.

Summary

Action Items:

Jessica will incorporate recommended changes to the Information Literacy document, draft and send an email to the EBSS listserv asking for comments on the document (December).

Linda Hofschire will draft the list of professional groups and send it to the group. The committee will then plan to send a draft of the information literacy standards to these groups in January.

Cathy Michael will draft a letter of introduction to send to these groups with the draft document.

The committee will continue to work virtually to finalize the list of groups, the letter, and divvy up the work of contacting these groups.

The committee will work virtually to decide on a media tour for ALA Annual 2

EBSS ERIC USERS COMMITTEE VIRTUAL

Present: Sarah Baker, Jeris Cssel, Mary Cassner, Lesley Farmer, Margaret Gregor, Dana Nancy DuPree
Excused: Barbara Alderman, Gail Egbers
ERIC/NLE representatives: Christina Dunn, Larry Henry, Pete Dagutis, Cheryl

The meeting was convened at noon on Tapped In, and transferred to a telephone conference call facilitated by Christina Dunn.

The group members introduced themselves.

The agenda and minutes were approved as read.

Lesley reviewed the group’s charge.

The pre-existing ERIC contractors have been selected to maintain ERIC for another five years. The selection process began a little late, but was successful. Details about the contract’s scope of service can be found at http://www.fbo.gov. Having to select a contractor every five years impedes progress; a ten-year contract would result in more effectiveness. It was M/S/P that that the committee would contact the ALA DC office to suggest that their lobbyists contact Congress in support of lengthening the contract time.

Since the contract was renewed, the staff have processed and published ERIC documents. They will give details of their recent work at ALA mid-winter: January 16 at 8am in CC162AB, and at the EBSS ERIC Forum January 17 at 10:30am in CC258AB. Margaret will represent the committee at the Saturday event, and Sarah will represent the committee on Sunday. Lesley will develop a flyer for Margaret to disseminate at mid-winter. Sarah will convene the Forum, which will have this agenda: introduction, presentation, member issues.
The same events will be scheduled at ALA annual conference in DC. The agendas will also be the same. Christina Dunn volunteered to sponsor an open house at the National Library of Education (NLE) on Monday from 4:30 to 6:30. The ERIC User committee and other EBSS committee will be invited. Christina will check details, and report results to Lesley. Jeris will be the point person for the invitation list, which she will then send to Christina.

Christina Dunn shared National Library of Education news. NLE is partnering with other federal agencies to develop a database of science education resources (http://scienceeducation.gov). The committee was encouraged to provide feedback about this beta version, which should be finalized in June. NLE provides virtual reference service for the IES regional offices and for the internal agenda offices. The service is separated between the two groups, which facilitates evaluation. IES regional offices need to publicize the library services more; virtual reference services are heavily used in-house. NLE has two librarians and several other contracted staff (also five-year contracts) who do most of the work. NLE’s program of disseminating non-selected donations is very successful; over 90% of the items were sent to requesting libraries around the nation. Dana asked about the NLE’s collection of state documents; Christina encourages people sending lists of relevant materials.

Several issues about ERIC were discussed. The identifier field is associated with geography, legislation and tests. The authority files are in-house use only. ERIC welcomes feedback, such as ERIC errors that are found. No new vendor partnerships have been formed lately; the most recent was H W. Wilson a year and a half ago. Some groups, such as universities, may license the database for their internal use. Little progress has been made on the peer-review initiative, mainly because of other service demands. Nevertheless, Christina Dunn is open to suggestions for new initiatives and will explore their possibilities.

The group liked the virtual meeting. Some members had no preference between Tapped In or the phone format; Tapped In archives the discussion, but the phone facilitates in-depth discussion.

The meeting was adjourned at 1:10pm.

Respectfully submitted, Lesley Farmer

**Curriculum Materials Centers**

Committee name: EBSS Curriculum Materials Centers

Name of person(s) submitting minutes: Sara Seely (note taker) and Cindy Judd (chair)

Chair: Cindy Judd (present)

Date: Nov. 4, 2009
Time: 11am MST

Place: Virtual meeting via Skype

Called to order by Cindy Judd

Members present:

Cindy Judd—Eastern Kentucky Univ.
Lorna Lueck--UC Santa Barbara
Christina Cicchetti --UC Riverside
Karla Schmit--Pennsylvania. State Univ.
Dorothy Schleicher—Baylor Univ.
Sara Seely--Boise State Univ.
Yvonne Roux—William Patterson Univ.

Members excused: Julie Durden—Illinois State University

Members not present: Rita Kohrman--Grand Valley State University

Agenda:
I. Call to order

II. Announcements

III. Approval of minutes from Annual meeting held Sat., July 11, 2009, in Chicago, IL.
(Cindy will provide copies)

IV. Current Projects—“Webliography” (con’t)
http://www.ala.org/ala/mgrps/divs/acrl/about-sections/ebss/cimc/cimc.cfm

Contributors
http://www.ala.org/ala/mgrps/divs/acrl/about-sections/ebss/cimc/contributorsa/contrib.cfm

Inclusion Criteria
http://www.ala.org/ala/mgrps/divs/acrl/about-sections/ebss/cimc/criteriaa/criteria.cfm

Where do we go from here?
Keep these areas:
Children’s and YA Lit—Book Awards (under this is Lorna’s area)
Associations
Lesson Plans and Teaching Activities
Add these
Review Journals
Publishers
Focus more narrowly on CMC related websites: lesson plans and resources for CMCs
Add/transfer to ALA Connect—create our own wiki/webliography
Ownership responsibility of maintenance transfers to the committee rather than to the
previous individuals who are too difficult to track down
Each member of the committee takes an area to update/maintain
Keep current committee names on wiki
V. Consumer Product Safety Improvement Act discussion
VI. Other projects/ideas
  New Chairperson—TBD by ALA Annual (I am hopeful I can serve on the committee
  for another year, but I don’t think I can serve as chair…)
  Who will be at Midwinter? No official meeting of the CMC committee

VII. Adjournment

Summary of discussion:

1. Minutes from July 11, 2009, in Chicago, IL are approved.

2. Announcements
There will not be a formal EBSS consolidated meeting at ALA midwinter. Cindy will be
attending, so if you'd like to meet informally, please email her ahead of time.

3. Current project – “Webliography” (con’t from ALA Annual)
http://www.ala.org/ala/mgrps/divs/acrl/about/sections/ebss/cimc/cimc.cfm

   Current issues:
   difficult to determine whether it is up to date
   the webliography needs an overseer or manager
   audience is unclear
   webmaster is a middleman for edits
   lack of visibility
   some areas of the webliography could be edited to pair down the list

   ALA Connect
   web presence for committee work
   potential host for webliography
   primary audience for webliography is CMC staff and personnel
   ALA Connect works as like a wiki; individuals can edit and publish content, and upload
   files
   unclear whether content is published to the open web, or to only those who have an
   account
   "about ALA Connect" implies there is "public content" so it seems we could use ALA
   Connect to publish the webliography
   http://connect.ala.org/about
   Decisions:
   open, public access is preferable
if ALA connect allows us to directly edit content, then it would be a useful tool
to move management of webliography to the committee; past members would no longer be
responsible for content

A list of committee procedures and guidelines for updating and maintaining the
webliography could be created

each committee member is assigned an area so it's maintained

A consistency template for aesthetics and organization

Add to the webliography:
Review sources (Christina Cicchetti) - recommendations for review sources and the
process of reviewing a wide variety of materials
Publisher - recommendations for collecting media, textbooks and kits
Recommended Children's & YA Resources (Lorna)
Book awards
Media awards
Outstanding book lists
Outstanding media lists

Keep in the webliography:
Children's & YA Literature - section will now focus on using literature and websites to
access
Associations (Yvonne Roux)
ESL/Bilingual (needs editor)
Multicultural resources (needs editor)
National Standards (Yvonne Roux)
Early Childhood (Karla Schmit)
Lesson Plans and Teaching Activities (Sara) – this is a huge section; send ideas for
websites to Sara

Action items

determine if pages can be public (Cindy)
archive procedures for existing (old) webliography (Cindy)
determine how to create and edit a polished page for publishing webliography (Cindy),
for example: http://connect.ala.org/node/87354
transfer content we want to maintain to ALA Connect (Who?)
To be determined - scope notes for inclusion (will be an email discussion and possibly
future Skype discussion)
all - send ideas for websites for lesson plans and teaching activities

4. Consumer Product Safety Improvement Act discussion

Book materials are exempt, but other materials such as manipulatives might not be
excluded.
While CMCs typically don't loan directly to children, our materials are used with
children.
Cindy will ask EBSS advisory for direction.
Christina will check with accrediting organizations. All, please share findings with the group.

5. Other projects: committee appointments

A new chairperson is needed by ALA Annual 2010
If you are up for appointment in 2010, please send Cindy your decision by Friday, Nov. 6th.

6. Meeting adjourned

Psychology Committee

Present: Suzanne Brown (guest), Barbaraella Frazier (member), Deborah LaFond (guest), Brian Quinn (guest), Laura Bowering Mullen (Chair, recorder), Diana Ramirez (member), Eli Sullivan (guest), Karen Hartman (guest), Matt Kramer (guest), John Hernandez (guest), Susan Hillson (APA guest), Linda Beebe (APA guest)

Members Excused: Evelyn Day, Robin Paynter, Jill Woolums
Virtual Members: Cynthia Crosser, Paul Neff, Shea Ashley Taylor

Welcome and Introductions (guests and members)

Visit from the APA (30 minutes) Discussion of tests and measures resources. Added 3 new journals to PsycARTICLES; more coming in 2010, annual ebook collections available for 2001-10 (one-time money); comparison with PsycBooks (subscription) discussed. Now a total of 217 journals in new expanded neuroscience coverage. PubMed will be added to the PsycNET platform. “Librarian Resource Center” has 50 YouTube videos, many tutorials (all vendors) and many other resources. APA Excellence in Librarianship award nominations now being accepted.

Update on Core Journals in Psychology Task Force/progress report from members: This has been a major focus of the Committee over the past year. Task Force members have been manually collecting data from Ulrich’s, Journal Citation Reports, and Scopus for input into the new Core List, which will be in a database format. Robin Paynter has taken the lead in this project, and prepared a progress report for this meeting. She has developed the database approach, coordinated the work of the Task Force Members, and taken the lead in developing a presentation at ACRL on this topic, as well as being lead author on a forthcoming article in Social and Behavioral Sciences. The presentation and article included Paynter, Mullen, and Rose Jackson of Portland State University. Task Force members reported on the progress of the data collection, which is going well- and completed in some cases. Task Force Members include Barbaraella Frazier (Ulrichs), Laura Mullen (Ulrichs), Diana Ramirez (Scopus), Robin Paynter (Journal Citation Reports), Evelyn Day (Eigenfactor), and Susan Edwards (Eigenfactor). Assisting Diana with Scopus data collection will be Deborah Lafond. Issues with actual availability/hosting of the database/publication will be discussed further at Annual. Robin
reports that the data collection will be finished, and the database is expected to be available on June 1, 2010. Details of the database construction are available from Robin and will be discussed at the next meeting.

Update on Information Literacy Standards. Cynthia Crosser provided a report of progress and completion of the IL Standards for Psychology. From Cynthia’s report: “The Psychology Information Literacy Working Group has made significant progress since Annual 2009. Using teleconference and email communication, we have revised the document twice and are getting ready for another revision. We sent a draft document to the EBSS listserv for feedback in July. We also shared a copy with PsychTeacher, a listserv for psychology faculty. We used the feedback to write a new draft, which we sent to the EBSS leadership in October. We received their feedback and then made more revisions, getting official EBSS Leadership approval in November. Our ACRL Consultant then sent the document to the Standards Committee. We received feedback and suggestions in early January and will send another draft back to the Standards Committee later this month. The current members of the Psychology Information Literacy Working Group are: Cynthia Crosser (chair), Evelyn Day, Nancy Goebel (ACRL Consultant), and Paul Neff.” Laura passed out a recent copy of the latest draft document, and this agenda item will be a major topic at Annual 2010. The committee wishes to discuss how to make sure this valuable document is integrated widely into practice.

Migration/changes to existing committee webpage content: Diana Ramirez led a discussion of issues with the current material on the webpage, much of which now needs updating. Many links are broken. Susan Edwards is working with Diana to look at the webpage and to make suggestions about content. We will carry this work and discussion over to Annual as a major agenda item. One question we have is about the audience for the material. We will want to showcase information about the IL standards, core journal list, and other important resources. The committee will need to discuss publication on the webpage and on ALA Connect. Two new volunteers to work on this effort will be Matt Kramer and Elizabeth Sullivan.

Future program ideas: We did not bring any program ideas forward at this time. Laura asked that anyone email her with future program topics or meeting discussion/agenda items.

General discussion of “hot topics” tabled for next time to include (if time allows): ebooks, weeding of print, psychology e-reference sources, data issues, other issues of interest to psychology librarianship.

Membership issues: Committee members were reminded to let Laura know if they would like to be reassigned to the committee.

Announcements/Action items: We will need to review the charge of the committee. Laura will send the current charge around in an email for comment. Since our name has changed as of Annual 2009 to the “Psychology Committee” from
“Psychology/Psychiatry” the charge might need to be revisited to reflect current work and priorities. Laura asked about preferences for virtual meetings. MidWinter meetings will most likely be virtual, and Annual will be in-person going forward. There was an announcement about an open position for a psychology librarian. The Current Topics discussions were promoted. Laura briefly asked about the need for new handbooks (print or online) for psychology librarianship and will pursue this topic as an agenda item for Annual.

Adjournment 12:00
Respectfully submitted 1/29/10 by Laura Bowering Mullen

**Electronic Resources in Communication Studies**

**Date:** December 18, 2009  
**Committee Name:** Electronic Resources in Communication Studies  
**Name of person submitting minutes:** Mary Feeney, Julie Petr  
**Members Present:** Jessica Alverson, Tasha Cooper, Juliann Couture, Shevon Desai, Mary Feeney (Virtual Member), Joyce Garczynski, Cathy Michael, Julie Petr  
**Members Absent:** Rosemary Franklin, Robert Hinton, Erica Carlson Nicol  
**Guests:** Kristen Borysewicz

**Minutes**  
The Virtual Meeting was called to order at 1:00 PM via a Verizon Conference call.

1. **Introductions**
   Everyone present introduced themselves and Cathy Michael reiterated the charge of the committee.

2. **Meeting agenda was modified.**
   Scholarly Communications was moved above Evaluation/Assessment as Tasha Cooper had to depart at 2 pm.

3. **Announcements**
   A letter from Toja Okah regarding the JSTOR development of Communications Studies was posted to ALA Connect.

Of the Committee, only Tasha and Cathy will be attending Midwinter in person. Cathy will attend the new EBSS Scholarly Communications Committee and relate to members our work to date.

4. **New Business**
   Associations and Vendor Relations. There are no vendors to invite to Annual 2010 at this time. Virtual meetings with vendors may be arranged between Midwinter and Annual.

Scholarly Communications Scholarly Communication: Initial discussions focused on whose Institutions were LOCKSS members. Participants identified New York University, Syracuse University, and the University of Arizona. Generally, it was clear that there were more questions than answers regarding procedures for nominating journals. Some of the questions asked were: Does each member institution have a contact person assigned? Are institutions archiving old journals that are a part of
LOCKSS? Are there different levels of involvement, e.g., hosting a server, making nominations, etc.?

Open access titles vs. subscription titles. How does an institution make recommendations? Is archiving by providers such as EBSCO adequate? Is archiving the same as what LOCKSS offers? Does type of institutional subscription make a difference in what can be recommended? Are journals published by major publishers more likely to be preserved? What should we be asking of our own institutions if we are members? Does nominating mean that you have to agree to preserve it? Does Victoria have a flow chart?

It was decided that Tasha and Mary would formulate questions to ask Victoria Reich (with whom some members met last summer). Jessica indicated that she found procedures on her institution’s website and she will post these to the group. Cathy suggested that it might be good to create consortia for selecting. She also suggested that we could invite the LOCKSS to speak with the group at ALA Annual. Tasha thought it might be helpful if we could identify journals that we think are important – look at your own institution’s title list, look at Darby’s list, etc.

Evaluation and Assessment The Committee discussed specific changes suggested by Joyce and Shevon to the “Criteria for the Evaluation of News Sources” on the Library Resources for Communication Studies wiki page. We agreed to preserve the original, “Evaluation Criteria used for the Communication Studies databases.” Cathy will make a new page for Newspaper Evaluation Criteria: 1) will add accessibility, 2) add mobile interface, further describe the content area including images and digital replicas, 4) build on bibliographic managers (Refworks, Endnote, etc – which does it support?) and citation format. We agreed to delete the reputation and popularity section. Content/scope: 1) regarding the comprehensive or selected indexing of titles: for news databases, specifically what types of articles are included (i.e., only news articles, obituaries, personals, classifieds, advertisements, etc.), 2) for newspapers with regional editions, are these clearly identified?, 3) is online only content indexed in the database or does database include only print edition content? In addition to articles, there may be accompanying materials like online discussions and comments, 4) can you get content ala carte? Do you have to get whole package or can you subscribe to subsets/individual titles? Searching/interface (search options): 1) can you easily filter (e.g., obits, word count, headline/lead), 2) what are the most important parts of this list of criteria? how detailed do we want to be? Licensing arrangements: Add: Is ILL allowed? Is full content list accessible? Is it included? Cross-searching: add bullet about federated searching.

Website It was decided that each month the entire Committee will review a page on the Library Resources for Communication wiki. A schedule will be drafted.

Action Items
Create a new page for the “Criteria for the Evaluation of News Sources” on the Library Resources for Communication Studies wiki page (Cathy)
Incorporate updates to the Criteria (Shevon, Jessica and Joyce)
Continue contacts with Vicky Reich on questions about LOCKSS/CLOCKSS (Tasha and Cathy) and Toja Okoh on recommendations to JSTOR (COMLIB post). Librarians from
libraries that are members of LOCKSS/CLOCKSS should continue to inquire about their local procedures.
Evaluate and update selected pages from Library Resources in Communication Studies each month. A list will be created (Mary).

Time adjourned: 3:00 PM

**Scholarly Communications**

Members Present: Vanessa Earp, Laura Mullen (Chair, recorder), Dana Peterman
Members Excused: Debora L. Cheney, Lee Dotson, Alex Hodges, Jill L. Woomens

Introductions and welcome to guests: Due to the large number of guests, the meeting was a discussion rather than a strict committee meeting with assigned work. Committee business will commence via email prior to in person meeting at Annual. The discussion provided input into future work.

Review of Charge: Members felt that the charge was fine as written. Laura led a discussion about ways that the committee could focus scholarly communication work entirely on EBSS-related areas. It is noted that there seemed great interest in taking a very focused disciplinary look at scholarly communication issues; that most discussions are too broad.

Agenda listed the following issues of importance:
Scholarly communication topics specifically of interest to EBSS
Identification of most effective potential contributions of this committee
Liaison issues (ACRL efforts, other committees, national voice for EBSS disciplines, collaborations, potential programs/panels)
Publication issues for committee work (ALA Connect, etc.)
Discussion with members and guests based on a structured outline which included:

Identification of disciplines/fields/subfields represented by EBSS (will need to revisit this inventory at Annual-not completed)
Review of definition of scholarly communication following ACRL terminology (from the ACRL Scholarly Communication Committee website). Laura asked what was missing from this list (mainly from ACRL): metrics, copyright/licensing, open access, openness, new types of publications/format changes, specific library issues, special issues of interdisciplinarity, impact/promotion and tenure issues, changes in peer review, new demands on liaisons, and librarians' communications with publishers/vendors. Attendees identified other concerns as: preservation issues (LOCKKS, CLOCKSS, Portico), data curation, and the triangular relationship between publishers, librarians and teaching faculty. Starting new journals was identified as an interest, as were JSTOR issues.
Committee will need to identify legislative issues/mandates that affect EBSS disciplines, and formulate suggestions to enable librarian involvement/response

Committee will need to identify all of the other ALA/ACRL scholarly communication groups that currently exist as formal committees at this point. Laura will try to initiate this and other work via email. Examples are: STS Open Access Task Force, ACRL Scholarly Communication Committee and others. Our members may want to attend some of these other meetings or summarize meeting minutes and report back. Catherine Michael supplied information about EBSS Communication Studies’ existing scholarly communication work. Laura will share this. We may want to suggest that other EBSS committees assist in some way with the larger scholarly communication committee effort.

Group will need to note whether there is any current research literature or large scale surveys of faculty/researchers that are targeting EBSS disciplines’ scholarly communication practices.

Discussion of current literature or “holes” where committee might do research and publish results on EBSS related scholarly communication topics. Possible that committee will keep up a bibliography of background literature specifically relevant to EBSS (no broad-brushed approach—we will scaffold on ACRL’s other available resources).

Does EBSS need its own toolkit in addition to what is provided by ACRL since we are taking a disciplinary approach? To be discussed at Annual.

Laura asked whether there were particular programs/discussions that might interest others. No suggestions were offered. The ACRL Roadtrip was discussed. Laura asked whether anyone had a specific vendor, publisher, or researcher that we might want to invite to come to a meeting to discuss a specific aspect of EBSS-related scholarly communication traditions. There were no immediate ideas on this.

Publication venues were discussed. Members will need to decide what the best way to present our committee work will be; ALA Connect, webpages, white paper, etc. There was interest in white papers from the larger group.

Other than dedicated groups on open access or specific groups, committee could gather all of the publications/tools that emanate from other EBSS committees on these topics. Examples might include the Psychology Core Journal list project, any information literacy standards that include scholarly communication topics, the Communication Studies work on scholarly communication issues, or discussions of promotion and tenure traditions in the various disciplines/subfields. Especially helpful will be any resource that can assist liaisons in working with teaching faculty or to plan workshops/outreach at home institutions.
Laura asked members and guests if they would share what their area of responsibility is in their institutions for scholarly communication topics, and asked attendees to share what they would find most useful in terms of the focus of the committee work. The question was asked as to what information would be most useful for everyday academic library work in EBSS disciplines? Reference, instruction, liaison work were mentioned as was practical information.

Laura also asked what individual libraries are doing to address issues. There was a general sharing of current repository initiatives at various institutions. A publisher of a new format journal (a video journal) shared his perspective on the current situation with some aspects of small scale journal publishing.

Announcements/action items: Laura will contact the full committee by email to confirm volunteers for information gathering. This committee will not meet in the future at MidWinter (all committees meeting virtually). The committee will meet at Annual, most likely as part of the Consolidated Meeting (Consolidated will be 8-12 on Saturday, with membership meeting using 11-12 a.m. slot).

Adjournment 12:00 p.m

Respectfully submitted by Laura Bowering Mullen, January 29, 2010.

Social Work/Social Welfare

Date: January 17, 2010
Committee Name: Social Work/Social Welfare
Name of person submitting Minutes: Kate Silfen

Members Present: Jen Darragh, Karen Hartman, Monique Andrews, Kate Silfen

Guests: Adina Mullikin, Dan Gall

Summary:
The meeting was held at the Hyatt Regency Boston, and was convened by Kate Silfen at 10:30am on Sunday, January 17th, 2010.

Welcome & Introductions
House Keeping Issues:
Discussion of meeting day and time: the committee wants to continue meet at our Sunday morning time slot. The Committee will consider meeting during the EBSS Consolidated time at a later date.
Discussion of meeting format: Kate noted that many EBSS committees are now meeting virtually at Midwinter. Members of the Social Work/Social Welfare are open to trying a virtual meeting for Midwinter next year.
Committee members split into pairs to work on revising our draft of the Social Work/Social Welfare Information Literacy Standards.
Informal Discussion
Committee members discussed the differences between Social Work Abstracts and Social Services Abstracts. There was a consensus that Social Services Abstracts is a more comprehensive and up-to-date than Social Work Abstracts. However, it is difficult to justify cancelling Social Work Abstracts because so many faculty members are used to using this database.

Action Items:
The Committee agreed to complete revisions of the Social Work Information Literacy Standards by February 2nd.
All committee members will e-mail Kate the final drafts of their portions of the standards by February 2nd.
Kate will put the standards together and send them to the EBSS Advisory Committee for review.

Instruction for Educators Committee

Date: December 10, 2009
Committee Name: Instruction for Educators
Name of person submitting Minutes: Elisa Slater Acosta
Members Present: Kate Zoellner, Elisa Slater Acosta, Kathy Dobda, Lee Ann Lannom, Heather Moorefield-Lang, Vicki Smith-Miller, Rachel Wadham, Sara Seely
Members Excused: Mary Beth Applin, Vanessa Earp
Time and place convened and by whom: The Virtual Midwinter Meeting was convened at 9am PST – 10 MST – 11 CST – 12pm EST by Kate Zoellner, Co-chair.
Technologies used: Conference call (http://www.freeconferencecall.com/) and chat via ALA Connect.

Discussion Items:

I. Welcome and Introductions

II. Approved Annual 2009 Minutes

III. Information Literacy Standards for PK-12 Educators document

History
Kathy briefly brought everyone up-to-date on the work that has been accomplished since 2006. This committee has completed Steps 1-8 on the Checklist for Developing Subject-Specific Information Literacy Standards. Kathy believes that we are very close to a cohesive document! The steps that we have done so far are the hardest steps and steps 9-18 should move very fast.

Current Status (i.e., ACRL Information Literacy Advisory Committee’s Checklist for developing subject-specific information literacy standards)
Our draft was sent to the Advisory Council and we reviewed their comments (Step 9). There were several comments about: audience, library jargon, and requests for more examples for each standard. Our committee will take the feedback into consideration and
revise the document in December and early January. Rachel volunteered to edit our document for consistency and audience. The rest of the committee will work on creating more discipline specific examples for each standard, as requested. Everyone volunteered to work on one standard.

Next Steps
Rachel will take the first run at editing the whole document for consistency. The rest of the committee will work on providing additional examples for each standard.

Timeline
December 31, 2009. Everyone will submit their revisions and examples to Kate.
January 2010. The committee will share our draft with relevant listservs & faculty and revise it, as necessary. (Steps 10-12)
February 2010. Submit final draft to EBSS Executive Council for review.
February-June 2010. Move through subsequent steps to complete work. (Steps 13-18)

IV. Connecting the Standards: The Intersection of Education and ACRL Information Literacy Standards website transfer

Kate has been communicating with Lori Mestre about moving the Best Practices website http://www.library.illinois.edu/diglit/coop/standards/index.html to the new EBSS wiki at http://wikis.al.org/acrl/index.php/EBSS. Since it has not been moved, we can’t update it. The group discussed the role of the site and the need to review it before moving any of the content.

V. Other Business
Skype is another possibility for future virtual meetings.

Time adjourned: 10am PST – 11 MST – 12pm CST – 1 EST

Summary

Action Items
We will continue to go through the steps to get the Information Literacy Standards for Education approved and published.
Rachel will revise document & post on ALA Connect by December 18th. She will also email everyone.
Other members will create more examples for Standards 1-6, send to Kate by December 31st..
Standard 1 – Kate, Mary Beth
Standard 2 – Elisa, Vanessa
Standard 3 – Sara Seely
Standard 4 – Kathy
Standard 5 – Vicki, Lee Ann
Standard 6 – Heather
Kate will piece together Rachel’s work and all the additional examples for standards 1-6 by January 8th.

The Best Practices wiki – Kate (and Elisa) will read over and make recommendations for further action by January 29th, 2010.

Membership and Orientation Committee

Minutes: December 10, 2009
NOTE: A recording of this meeting can be accessed following these instructions:
Dial (605) 477-2199
Enter Access Code: 570320#

Present: Tobeylinn Birch, Scott Collard (Chair), Cheryl Goldenstein, Linda Hofschire, Nancy O’Brien (recorder), Andy Revelle, Deborah Schaeffer

Excused: Dottie Persson

Absent: Robert Hinton (Note: Robert is most likely no longer on the committee)

Chair Scott Collard began the meeting with a welcome and introductions. A combination of conference call and chat using ALA Connect was used to conduct this virtual meeting. Nancy O’Brien volunteered to take minutes.
Details related to the EBSS Social to be held in Boston during ALA Midwinter were discussed. Locations near EBSS meetings were the primary concern in terms of convenience and proximity. Scott offered to handle the arrangements; Deborah will assist in onsite coordinating as needed.
A discussion of current membership statistics and ways to increase membership was held. Scott provided background information and referred to documents shared earlier.
A discussion of the letters that are routinely sent to those who have dropped membership or who have newly joined EBSS focused on making sure that the letters are concise. Since these messages are sent via email it is important to make sure that the email subject line is clear and catchy, and always indicates that EBSS is part of the subject. Since there was agreement that the letters may need further revisions, they will be reviewed at the annual conference meeting and added to the agenda for that meeting. A survey link that is provided in the letters to those who have dropped membership was also briefly reviewed. There was discussion of expanding the survey to ask questions of new, continuing or reinstated members as well. The general preference is to send surveys directly to renewing members not to the EBSS list if this group is surveyed. Scott asked for a volunteer to draft a survey for renewing members. Andy volunteered to do so.
Scott will draft a survey of new members.
A brief discussion of the ACRL Membership Advisory Committee (MAC) addressed MAC’s focus on recruitment and retention of members and how that overlapped with EBSS efforts in that area. A focused role for EBSS in recruitment and retention is to reach out to other ACRL sections; to maintain EBSS activities such as the social event; and to continue surveying members specifically regarding their renewal and drop
decisions. Committee members expressed renewed interest in the previously discussed “buddy system” proposal for new members attending a conference. This idea will be pursued for the annual conference. Scott will initiate the process by sending out a survey to EBSS list members willing to participate as conference buddies.
A brief discussion was held regarding the effectiveness of holding a virtual meeting. General consensus was that the meeting was effective; that the teleconference aspect was much better than a strictly chat meeting; that it was helpful to have recorded the session; and, that the organization and structure provided through an agenda was key to the success of the virtual meeting.
The minutes will be distributed to the committee for review and once approved will be posted to ALA Connect.

Action items from meeting:
Finalize arrangements for Midwinter EBSS Social (Scott & Deborah)
Initiate buddy system for new conference attendees (Scott)
Draft survey for renewing members (Andy)
Draft survey for new members (Scott)
Review letters to members for revision at Annual ALA Meeting (all)
The meeting adjourned at 1:10pm (eastern time).
Respectfully submitted,
Nancy O’Brien

Online Learning Research Committee

Date: Thursday, Dec. 17 11:00 central standard time
Location: Via Dim Dim platform
Audio at: http://recp.dimdim.com/view2/dimdim/473d5e64-3c7c-102d-9515-003048642bd7
Chat at:  http://recp.dimdim.com/chat/dimdim/473d5e64-3c7c-102d-9515-003048642bd7
Name of person submitting Minutes: Lori Mestre

Members Present: Lisa Baures Veronica Bielat, Jim Blansett, Beth Broyles, Sarah Cantrell, Lori Mestre, Sharon Naylor
Members Excused: Travis Bonnet, Kathy Dabbaur, Mona Niedbala
Guests: Merrie Davidson, Darlene Nichols, Corinne Bishop

Agenda Items:
Introductions- Lori welcomed members and guests and provided a brief introduction of the Dim Dim platform.
Minutes from Annual 2009 were approved.
IS Current Topic Discussion Update. Lisa Baures, Veronica Bielet, Lori Mestre and Mona Niedbala (OLRC members) will be facilitating an online discussion via Adobe Connect Pro on January 29th at 2:00 E.T. They had submitted a proposal that was accepted by the Instruction Section. They will be the first to conduct an online current topic discussion. The topic is: What works? Sharing best online practices for teaching information literacy. Lori also reminded the group that this will be the third discussion
facilitation by members of this committee (which is only 2 ½ years old). Corinne Bishop, Mona Niedbala and Lori Mestre facilitated one at Midwinter 2009; Mona and Lori facilitated one at ACRL last year. Mona had submitted a proposal for another at annual 2010, but it was not approved.

Article Submitted: Lori informed the group that the article that several members of this committee submitted entitled: “Creating Learning Objects for Information Literacy: An Exploration in Best Practices” was just returned from EBSS Publications Committee with their recommendations for edits. The co-authors will revise and resubmit. If the EBSS Publications Ctte feels it is of a caliber to be sent to ACRL they will do so. ACRL has the first “right of refusal” for publications submitted by any of its committees. If, after review, they do not want to publish it—then the co-authors can seek outside publication.

Discussion of the Learning Objects Toolkit: contents and maintenance

Lori provided the background of the project, including the initial work that was done in a wiki and then transferred to a web page. The group discussed moving the web page to the EBSS wiki for ease in access, maintenance and updating. They agreed this would be optimal. Lori will work with Mona (current chair) to submit the form to EBSS publishing. The actual migration might not begin until annual. Lori asked if there was a concern for having the wiki open to viewing if only parts of it were complete. The group said that as long as there was a note indicating that it is not yet complete (with perhaps the link to the web page) it should be fine. Lori also provided a link to a libguide that she did based on OLRC work. This group could work from that page as well. The url is: http://uiuc.libguides.com/learningobjects.

The group discussed procedures for updating the wiki and decided that assignments would be made at each midwinter meeting. Each OLRC member would receive a section to update with changes to be complete by annual each year. Also, Lori will check to see if ACRL has a link resolver which will facilitate the process. It was suggested that there be separate categories for open source/freeware and those that cost money—perhaps using $$ as a symbol for those items.

We also need to develop a list of standards for our entries, such as format, font size, and criteria to apply. It would also be good to include links to reviews and also have comments enabled on the wiki so that those using the wiki could also add their links, suggestions about the products.—Lori will follow up with Jessica (EBSS web manager) regarding this.

There was a desire to promote the toolkit. Lori mentioned that Mona had ideas about that as well and had submitted a proposal for annual 2010, which was not accepted. Other suggestions to promote the wiki include the EBSS newsletter, ALA connect, Educause, State Library Association pages, Merlot, and other repositories.

Virtual Meeting Wiki Project (with IS)-- part of EBSS Action Plan. Stefanie Davis-Kohl (current vice chair of EBSS) and Lori Mestre (current chair of EBSS) submitted two Action Plan Proposals to ACRL last summer. One for creating podcasts was funded and the other was approved to proceed (without funding) with the Instruction Section collaboration. That proposal was entitled “Meeting Virtually: How to Conduct and Moderate an Effective Virtual Meeting”. Lori mentioned that this would be something
that the OLRC could work on since we already had a lot of information on our Toolkit page. We would need to develop the Pedagogy and Discussion pages at: 
http://www.library.illinois.edu/diglit/coop/olrc/pedagogy/index.html and Web conferencing page at: 
http://www.library.illinois.edu/diglit/coop/olrc/networking/conferencing.html or 
http://uiuc.libguides.com/content.php?pid=64638&sid=512743 and create/links to tutorials etc. Although the work was not to begin until after annual 2010, Lori was asked by ACRL to expedite the work due to the immediate need of this information. She has several other tools/resources developed by others (including ACRL) that she can include. Veronica sent a tipsheet from her work with LIRT-TLT that discussed the effective use of virtual meetings and virtual meeting software (Elluminate). Lori will begin the process of updating the information and then communicate with Mona (the current chair) and the committee about further efforts this semester related to this project. The group also discussed exploring google wave and sent around invitations. 
Action Items: 
Lori will work with Mona to complete the necessary forms to move the Toolkit webpage to the EBSS wiki, including the need to be able to have the comment feature available. Committee members will gather web conferencing tools/reviews/tutorials etc. that we can include in the WIKI to be developed. Committee members will also send suggestions/examples of lists of criteria to apply to web pages/wikis—such as those developed for communication studies/instruction. 
Adjournment: 12:00 central standard time.

Publications & Communications

Date: 1/16/2010, ALA Midwinter, Boston Convention and Exhibition Center

Committee name: Publications and Communications Committee

Name of person submitting minutes: Barbaraella Frazier, Chair

Members present: Ms. Barbaraella Frazier, Wilson Frost, Joseph E. Weber, Jessica Beth Nancy Barker DuPree, Elizabeth Cook Broyles (Newsletter Editor)

I. Welcome & Introductions
II. Approval of Minutes from 2009 Annual
III. The minutes for the 2009 Annual meeting in Chicago were approved.
IV. In-Process Publications and Communications
   a. The most current list of in-process publications is almost three years old
      i. The committee chair will email all of the contacts listed on the Publications/Web Pages Chart to find out current status of proposals
V. Liaison Responsibilities
   a. A Liaison will be assigned for each publication proposals. The liaison will be responsible for communicating with the contact person of the proposal and for guiding the proposal though the approval process
b. Liaison responsibilities for specific publications will first be based on interest, experience and knowledge. If no person volunteers a liaison will be assigned by rotating through the committee rooster.

VI. Newsletter Report
   a. The first online only EBSS newsletter was published
   b. The newsletter was longer because an even number of pages was not required, nor was space a concern
   c. There will be less lead time for the next newsletter (April)

VII. Associate web manager position
   a. Jessica Albano will not be renewing as web manager
   b. A call has been put out but no one has responded
   c. The web manager is a Ex Officio member or the committee, but vital to the committee’s charge
   d. Ideas/brainstorming for recruiting new web manager
      i. Target outside of the EBSS listserv
         1. LITA or other technology/library driven listserves
         2. Ask EBSS listserv members to forward the call
         3. Put out an ad in a library periodical such as the C&RL News
         4. Target MLS students
            a. A MLS student will be able to network and fill out their resume
            b. Find listserves from MLS programs
      ii. Open the position
         1. Change the position to allow for virtual member who are unable to travel to ALA
         2. Allow for paraprofessionals, adjuncts or non-librarians

VIII. Other Announcements and Items—
   a. Next Chair will be nominated at the ALA Annual meeting in 2010
   b. Records retention policy needed for new chairs
Distinguished EBSS Librarian Award Committee

Meeting Minutes
Virtual Meeting (Telephone Conference) – January 8, 2010

Members in Attendance: Error! Reference source not found., Error! Reference source not found., and Judy Walker (Chair)

The committee discussed/reviewed seven nominees for the award and chose the award winner.

Judy will draft the bio to be sent to ACRL by January 19th.

Committee will need to touch base again in May to finalize activities for the presenting of the award at annual in Washington, DC.