



**Association of College and Research Libraries**  
**Fall Executive Committee Meeting**

Friday, October 27, 2006  
8:30 a.m. – 11:30 a.m.  
Conference Call with Board – 10:30 a.m. – 11:30 a.m.

Saturday, October 28, 2006  
8:00 a.m. – 4:00 p.m.

ALA Headquarters – 1<sup>st</sup> Floor Conference Room  
Chicago

**Fall Executive Committee Minutes**

**Attendees:**

*Executive Committee Members:* Pam Snelson, Julie Todaro, Camila Alire, Susan Kroll (absent Friday), Tyrone Cannon, and Mary Ellen Davis.

*Staff:* David Connolly and Mary Jane Petrowski.

**1.0 Call to Order**

President Pamela Snelson called the meeting to order at 8:30 a.m.

**2.0 Opening Remarks**

Snelson reminded the Executive Committee members to be mindful of good meeting practices and pointed out that Past-President Camila Alire was joining the meeting via a speakerphone from her home due to a recent injury that prevented her from attending the meeting.

**3.0 Adoption of the Agenda**

*Action:* The Executive Committee adopted the agenda without objection.

**Strategic Area: The Association**

**4.0 Reports**

**4.1 President's Report (Document 1.0)**

President Pamela Snelson reported to the Executive Committee on recent activities. Highlights included:

- In addition to those activities noted in the written report, Snelson has been invited to speak at the Delaware Library Association's conference and has been invited to ALA President Leslie Burger's planned summit to develop an agenda for libraries. ACRL Content Strategist Kathryn Deiss will facilitate Burger's summit.
- The ACRL Executive Committee selected Annie Paprocki, of Florida International University, for ACRL's sponsorship in ALA's Emerging Leaders '07 initiative. She will be appointed to an ACRL committee, most likely the new Assessment Subcommittee of the Research Committee. Snelson noted that several of the Executive Committee's other top choices also received sponsorship from other ALA units, and ACRL sections and a chapter also sponsored leaders.

## 4.2 Vice-President's Report (Document 2.0)

Todaro referred the Executive Committee to her written report for an update of her activities. She also stated that she will continue to facilitate and participate in various workshops during her term as an ACRL officer, but will be clear with Davis and the workshops whether she is working on behalf of ACRL or just as herself. Regardless, she plans to promote ACRL at any meetings or workshops she attends.

### 4.2.1 Recruitment and Retention Action Plan (Document 2.1)

*Discussion:* Todaro presented a strategic initiative action plan proposal form to lay out the area of ACRL's strategic plan that she intends to focus on for her presidential year. Her proposed focus is the membership goal area, specifically the recruitment and retention of younger members to the profession. After some discussion, the focus was expanded to include those new to the profession, who may not necessarily be "younger."

Focus groups are being organized for the 2007 Midwinter Meeting to assess the likes, dislikes, and needs of the target groups, as well as the most effective mechanisms to deliver information to them. Two focus groups will be planned, one for new members under 30 and another for new members who are librarians as a second career. The focus group for the younger members will be held during late night hours to try to cater to their schedules.

Todaro intends to use existing recruitment tools in her campaign, such as a fresh marketing effort for the 2003 ACRL recruitment video, *Faces of a Profession*. The Executive Committee discussed the possibility of refreshing and addressing some of the weaknesses of the video on a low budget, perhaps by returning to the videographer to see whether some new footage could be shot and integrated into the existing film. In particular, there has been some informal feedback that the video should have represented a greater variety of academic libraries and librarian responsibilities.

Other possible costs for the initiative include refreshments for the focus groups and the production of new brochures. Todaro stated that she already has templates for a new blog and a new wiki designed.

*Action:* The Executive Committee approved Todaro's action plan in concept, and asked that she provide the Board with an update when budget amounts have been established.

## 4.3 Councilor's Report

Division Councilor Tyrone Cannon reported that the division councilors had a breakfast that morning to try to reinvigorate their communication. The ALA Council electronic distribution list had been fairly quiet recently, with most concern just about housing availability at the 2007 Midwinter Meeting.

## 4.4 Executive Director's Report (Document 3.0)

Executive Director Mary Ellen Davis reported to the Executive Committee on recent activities as described in staff's Operations Report. Highlights included:

- Because it covers the period up to the end of the programmatic year, the fall report is the longest Operations Report of the year. As it now includes a summary of all of the association's activities in support of the strategic plan and not just staff operations, a new name for the report may be warranted in the future.
- Recent changes in staff include the retirement of Manager of Publications Hugh Thompson and the addition of Editorial Assistant/Classified Ad Coordinator Olivia Hodges and Content Strategist Kathryn Deiss. Deiss' position was retooled from Thompson's, with some of his responsibilities distributed to Production Editor Dawn Mueller and Associate Director Mary Jane Petrowski.

- Davis has been very busy reaching out to other organizations in recent months. She and Snelson presented a poster session at the Campus of the Future conference, at which they saw a definite need for quantitative standards of some kind for those building new facilities.
- At the American Society of Association Executives meeting, Davis gave a talk about dues increases for associations, based on ACRL's recent positive experience.
- Davis attended an Information Literacy Summit and had lunch with Ralph Wolff, the President and Executive Director of the Western Association of Schools and Colleges (WASC). Wolff encouraged Davis to submit a request that WASC link to ACRL's information literacy standards. It's been reported that several other accrediting agencies have been using ACRL's standards, although they generally don't like to use external standards.
- ACRL professional development highlights include:
  - ACRL's first Virtual Institute was successful and a second is planned for the fall.
  - Registration for the 2007 ACRL National Conference is open. As usual, registration for this is outsourced to a professional company. An Executive Committee member related a bad experience with the company handling registration; Davis planned to have staff investigate. Programs have been selected and scheduling is underway.
  - E-learning continues to show strong growth. Registration for e-learning has been outsourced to ALA's Membership and Customer Service department (MACS) to free up staff time and resources. There have been some technical issues with registration, which have been raised with ALA and will be discussed in an upcoming meeting.
- The ACRL Summit on Technology and Change in Academic Libraries will be held a week after this meeting. Regrettably, several of the invited attendees had to drop out shortly before the summit, notably including OCLC Vice President and Chief Strategist Lorcan Dempsey, and available replacements were not found.
- *Resources for College Libraries* is now live on the Web and the first print edition should be available by Thanksgiving.

The Executive Committee discussed the current status of the National Forum on Information Literacy (NFIL) following former chair Patricia Breivik's decision to step down. Two co-chairs had been appointed, Sharon Weiner and Lana Jackman, and meetings continue to be held. NFIL is considering moving to a membership organization model, rather than relying solely on donations. ACRL recently nominated former ACRL president Betsy Wilson as a representative to a national task force to articulate benchmarks for assessment of information literacy.

There was some brief discussion about the continuing importance of focusing on diversity in both committee appointments and the selection of new Immersion faculty members. It was noted that this year's ACRL division-level committees appointments showed better diversity representation than the section-level appointments.

## **5.0 Annual Conference Board Meeting Minutes (Document 4.0)**

There was no discussion of the draft minutes.

## 6.0 Consent Agenda

[In order to allocate more Board time to the matters of highest priority, it is recommended that we develop a consent agenda for more routine matters on which there is little perceived need for debate or on which more meaningful debate will take place in other forums and need not be repeated in the Board's discussions. We will act on these items as a group. Any item may be removed from the consent agenda if any member of the Board of Directors requests separate consideration of the item.]

The following items are placed on the consent agenda.

### Strategic Area: The Association

#### 6.1 Approval of Spring Executive Committee Meeting Minutes (Document 5.1)

*Motion:* That the ACRL Executive Committee approve the 2006 Spring Executive Committee Meeting minutes.

#### 6.2 Appointment of RBM Editor (Document 5.2 – Confidential)

*Motion:* That the Executive Committee approve the reappointment of Richard Clement as editor of RBM for a term from July 1, 2006 to June 30, 2009, as recommended by the ACRL Publications Coordinating Committee.

#### 6.3 Revise Composition of the Leadership Recruitment and Nomination Committee (Document 5.3)

*Motion:* That the Executive Committee approve a revision to the composition of the ACRL Leadership Recruitment and Nomination Committee, adding that the ACRL Vice-President/President-Elect appoint a vice-chair/chair-elect to the LRNC, giving that individual a two-year term on the committee to provide continuity of purpose and process and leadership to the committee in the second year of that term. The vice-chair should be selected from someone who has served on the ACRL Board of Directors.

### Strategic Area: Higher Education and Research

#### 6.4 Legislative Agenda (Document 5.4)

*Motion:* That the Executive Committee approve the updated ACRL Legislative Agenda.

#### 6.5 Rescission of “Guidelines for the Preparation of Policies on Library Access” (Document 5.5)

*Motion:* That the Executive Committee approve the following actions:

- (1) Rescission of “Guidelines for the Preparation of Policies on Library Access.”
- (2) Add a referral link on the ACRL “Standards & Guidelines” page that indicates that the 1992 ACRL Guidelines have been superseded by the 2005 ALA Guidelines.

#### 6.6 Ongoing ACRL/ARL Scholarly Communication Institutes (Document 5.6)

*Motion:* That the Executive Committee approve ACRL's co-sponsorship with ARL of an ongoing Scholarly Communications Institute.

*Discussion:* There was no discussion about the consent agenda.

*Action:* The Executive Committee approved the consent agenda.

### Strategic Area: Higher Education and Research

#### 7.0 Establishment of CUPA-HR Descriptions of Library Work Task Force (Document 6.0)

*Motion:* That the Board approves the creation of the (*appropriately named*) Task Force with the charge, membership, and timeline listed below.

**PROPOSED CHARGE:**

- To review and revise as necessary current CUPA academic librarian position descriptions.
- To research national academic librarian position descriptions and identify those most current and relevant to today's librarians
- To maintain an open and interactive working relationship with CUPA and ACRL staff throughout the process
- To insure that the leadership and membership of ACRL have an opportunity to comment on the revised descriptions and guide the process
- To create a mechanism that supports regular review of CUPA's published librarian position descriptions

**SPECIFIC TASKS:**

- Identify and gain commitment from TF participants
- Formally recognize their work and participation
- Agree on a plan for the time available with measurable outcomes along the way
- Conduct comprehensive national research on the common factors in related positions and develop language to reflect each
- Create forums for member feedback
- Meet all deadlines
- Publish results in *C&RL News* and other publications

**PROPOSED MEMBERSHIP:**

Specific Requirements of Membership Composition (optional):

- Chair person: (1)
- Vice Chair (1)
- Members (6-8)
  - Past ACRL Board member
  - Professor from ALA accredited library school with interest/research in the area
  - Rep from Status of Academic Librarians group (?)
  - Rep from CLS
  - Rep from CJCLS
  - Rep from LITA
  - Rep from LAMA
- ACRL leadership representation (1-2)
- ACRL technical support person (1)

**TIMELINE FOR COMPLETION OF WORK:**

- Task Force members and Chair appointed October, 2006
- Research completed and first draft prepared December 15, 2006
- Prior to mid-winter draft published in January 2007 on ACRL's webpage with announcements to lists etc.
- Hearing at mid-winter in Seattle to solicit input/reactions January 2007
- Drafts revised as needed February 2007
- Schedule ACRL National meeting time for Round Table
- Round Table discussion (or Poster Session) at ACRL National Conference in Baltimore on revised document in April 2007
- Date draft report is published in *C&RL News* and submitted to ACRL Board May, 2007
- Possible final hearing at ALA annual in Washington, DC - June 2007
- Final approval by ACRL Board in at Annual in Washington, DC at their second meeting June 2007
- Final document/discussion published to coincide with CUPA's fall 2007 publication

*Discussion:* The Executive Committee agreed that the CUPA descriptions need a thorough review and revision. The existing descriptions describe the academic and research library positions of 20 to 30 years ago and have little relevance for modern libraries. In addition to taking an active role in revising the descriptions, ACRL should work to market and publicize the new descriptions once they're completed to raise awareness.

The proposed timeline was revised, as the Executive Committee found it unrealistically short. Members also suggested possible members for the task force and agreed that ALA's Office for Human Resource Development and Recruitment (HRDR) should be involved.

It was pointed out that this is an example of good results stemming in part from Davis' participation in the Council for Higher Education Management Associations (CHEMA), of which CUPA-HR is also a member. This may have helped raise CUPA-HR's awareness of ACRL.

*Action:* The ACRL Executive Committee approved the creation of the College & University Professional Association for Human Resources (CUPA-HR) Position Descriptions of Academic Librarians Task Force with the amended charge, membership, and timeline listed below.

**CHARGE:**

- To review and revise as necessary current CUPA-HR academic librarian position descriptions.
- To research national academic librarian position descriptions and identify those most current and relevant to today's librarians
- To maintain an open and interactive working relationship with CUPA-HR and ACRL staff throughout the process
- To insure that the leadership and membership of ACRL have an opportunity to comment on the revised descriptions and guide the process
- To create a mechanism that supports regular review of CUPA-HR's published librarian position descriptions
- To create a marketing plan to let librarians know about the CUPA-HR's librarian position descriptions

**SPECIFIC TASKS:**

- Identify and gain commitment from T.F. participants
- Formally recognize their work and participation
- Agree on a plan for the time available with measurable outcomes along the way
- Conduct comprehensive national research on the common factors in related positions and develop language to reflect each
- Create forums for member feedback
- Meet all deadlines
- Publish results in *C&RL News* and other publications

**MEMBERSHIP:**

Specific Requirements of Membership Composition:

- Chair person: (1)
- Vice Chair (1)
- Members (6-8)
  - Past ACRL Board member
  - Professor from ALA accredited library school with interest/research in the area
  - Rep from ACRL Committee on the Status of Academic Librarians
  - Rep from CLS
  - Rep from CJCLS
  - Rep from LITA
  - Rep from LAMA
- ACRL leadership representation (1-2)

- ACRL technical support person (1)
- ALA HRDR liaison

#### **TIMELINE FOR COMPLETION OF WORK:**

- Task Force members and Chair appointed November 2006
- Research completed and first draft prepared January 2, 2007
- Prior to mid-winter draft published in January 2007 on ACRL's webpage with announcements to lists etc.
- Hearing at mid-winter in Seattle to solicit input/reactions January 2007 (check with staff on deadline for meeting schedule)
- Drafts revised as needed February 2007
- Propose an ACRL National meeting time for Round Table
- Propose a Round Table discussion for the ACRL National Conference in Baltimore on revised document in April 2007
- Date announcement is published in *C&RL News* with a URL to the draft and submitted to ACRL Board May, 2007
- Possible final hearing at ALA Annual in Washington, DC - June 2007
- Final approval by ACRL Board in at Annual in Washington, DC at their second meeting June 2007
- Final document/discussion published to coincide with CUPA-HR's fall 2007 publication

#### **Strategic Area: The Association**

##### **8.0 FY2006 ACRL Membership Report (FYI-4)**

Petrowski summarized the FY06 year-end membership report for the Executive Committee, pointing out that projections used for budgeting purposes had hoped for a loss of no more than 2% of membership due to the non-conference year combined with the first phase of the ACRL dues increase of \$10. In fact, ACRL only lost 1.08% of its membership in FY06. FY07 faces both the final \$10 increase in ACRL dues as well as the first of three annual increases in ALA dues. It is hoped that the usual bump in membership from the ACRL National Conference will help offset any membership attrition due to those increases. Staff was asked to verify that the registration fees for the Baltimore National Conference was still set to make it attractive to become a member to qualify for the ACRL member discounted registration, after accounting for the dues increases.

Petrowski also noted a change in ALA's inclusion of lapsed members in its membership reports, reducing the number of months they are carried over by one, may also have reduced the apparent number of current members. Further reductions in the number of months lapsed members are kept in the count would help give a more accurate number of current members.

There are also fewer members that belong to ACRL to the exclusion of other divisions compared to the previous year. Providing a home within ACRL for academic and research librarians in areas such as electronics resources, digital library work, systems, assessment, metadata, bibliographic control, scholarly communication, cataloging, collection management, administration and management, and technical services in general continue to appear to be areas the association needs to strengthen its efforts. It has even been suggested that ACRL has an obligation to provide a home for resource managers to provide them a route up to library directorships.

Recent efforts to include more programming for technical services at ACRL National Conferences have begun to be noticed and will be evident again at the 2007 conference, but might also benefit from targeted marketing of those programs as a distinct track. E-learning offerings in this area could also be strengthened. The Board's Structure Working Group is also looking specifically at potential new governance structures that would provide more flexibility for diverse niche groups. The working group is expected to report to the Board at the 2007 Midwinter Meeting. The First-Time Orientation at the National Conference was identified as an ideal time to inform members of the process for establishing new units within ACRL.

The Executive Committee decided that a more proactive approach was needed to establish a home for “technical services” within ACRL, since no group has stepped up to follow the current procedures to do so, yet complaints of the absence of such a niche continue. There could be a Board-driven effort to hold a public meeting or discussion group at the Midwinter Meeting, carefully marketed as a type-of-activity focused specifically for academic librarians, which is clearly within ACRL’s purview. Another suggestion was an invitational breakfast to about 25 people in “technical services” at the National Conference to show ACRL’s commitment to meeting their needs and encouraging them to start working to establish something.

Efforts like these could help get the message out that the Board has heard the complaints and is responding by laying out exactly what needs to be done to establish a new unit within ACRL. Such an effort could also benefit from mention in the *ACRLlog* (ACRL’s blog). It may also be useful to include some questions around this issue in Todaro’s focus groups at Midwinter or the ACRL focus groups at the National Conference. It might be good to talk to some academic library members of the Association for Library Collections and Technical Services (ALCTS) to find out what that division isn’t already covering that they would like to see. It was also agreed that a more inclusive, contemporary name for this niche than “technical services” was needed. A LAMA member had suggested “Resource Organization and Management” when discussing this issue with some Executive Committee members at the division leadership meeting.

### **8.1 Taiga Forum**

A new business item was introduced to discuss the possibility of ACRL serving as the home for the Taiga Forum ([www.taigaforum.org](http://www.taigaforum.org)), in response to a query Snelson received from Sandy Hurd of Innovative Interfaces, Inc. (III). III sponsored the first forum in March 2006 and will sponsor the second forum in January 2007, immediately preceding the ALA Midwinter Meeting in Seattle. The Taiga Forum brought together an exclusive group of Assistant University Librarians (AULs) and Assistant Directors, primarily from Association of Research Libraries (ARL) schools, in the areas of technical services, public services, collection development, and information technology, to re-examine traditional models of organization and management in the face of recent advances in information technology that have spawned numerous new digital services and added complexity to the modern academic library.

The first Taiga Forum produced a set of “provocative statements,” which were published in *Reference Services Review* with responses by invited peers. The forum was also written up in *Library Journal* and seemed to evoke generally favorable buzz in the academic library community. Executive Committee members also reported speaking to attendees who returned from the forum excited about the experience and eager to repeat it.

III is talking to different ALA divisions looking to gradually transition the forum to a new permanent home. The forum has a steering committee that includes 2007 ACRL Vice-President/President-Elect candidate Scott Walter, of the University of Illinois at Urbana-Champaign. The Executive Committee agreed that ACRL was the most natural fit for the forum among ALA’s divisions, but was concerned about maintaining the exclusive nature of the group, which gave the forum its distinctive nature, given ACRL’s open character and open meetings policy. There was some sense that it was similar to the selective application process for the ACRL/Harvard Leadership Institute or ACRL’s Immersion programs, which would avoid the exclusivity concern. Another suggestion was the creation of subgroups or different levels within Taiga for the different types of libraries. There was also discussion about the possibility for the forum helping to establish a home within ACRL for technical services, as discussed above, in agenda item #8.0.

From a business perspective, the first forum cost III about \$60,000 for food and meeting space, with attendees paying their own way to get there. The second forum will charge a \$95 registration fee to help defray costs. One suggestion was to treat the forum more like a subscription product than as a

membership service, which could also help address the exclusivity concern. Snelson and Davis planned to speak with Hurd in early November to discuss the issue further.

## **9.0 Strategic Planning and Structure (Documents 7.1 & 7.1a; also 3.0 & 9.2)**

### **9.1 Review of Strategic Plan Progress and Gaps in Progress**

The Executive Committee reviewed ACRL's strategic plan and discussed the progress that had been made in advancing its objectives, as well as gaps that had not been addressed and what, if anything, should be done to fill them. Highlights of the discussion in each area, if any, follow below.

#### **Overview and Assessment**

The plan should be outcome-oriented, not just activity-based. The current strategic plan is much tighter than previous ones, but still very flexible. Focus and specific expected outcomes are needed to determine progress made toward the plan's objectives. The Board continues to struggle between being too directive, or "top down," and just letting activities come up from interests expressed by ACRL's units, or a "bottom up" approach. The Board, while developing the strategic plan, originally brainstormed specific activities for each strategic objective, but it had pulled back from that level of specificity as it tried to maintain focus on the higher-level plan.

While it would consume too many resources to fully assess the entire plan, some assessment effort is needed. The Board's growing effort to require ACRL units to propose an assessment plan in conjunction with any strategic action plan proposals or requests for funding could go a long way toward addressing this need. The recently established Assessment Subcommittee will also help. For example, one of the subcommittee's tasks is to develop some outcomes-based assessment training for ACRL leaders, possibly by tailoring an online training unit being developed by the Institute of Museum and Library Services (IMLS) once it is in the public domain. The Board had also decided to assess the activities around each ACRL president's strategic area of focus. Difficulty with that had already been experienced, however, as the consultant hired to assess Alire's grassroots library advocacy initiative ran into resistance from attendees to provide contacts for follow-up on their campuses.

It may also be useful in the future to have committees establish longer-range goals and clear annual work plans that work toward these goals. This might be helpful for committee succession, as well, maintaining focus and momentum as the committee's membership and leadership turns over.

Ending legacy activities that don't contribute to the advancement of the strategic plan continues to be difficult, if not impossible, for ACRL to do. For those activities that do advance the plan, some standard needs to be used to determine when enough progress has been made, so that resources can be redirected to other areas. Some sort of focused environmental scan using key institutions or sampling different types of libraries could also help ACRL assess progress toward its strategic plan.

#### **Strategic Area: Higher Education and Research**

**Goal Area: Learning - ACRL and its members are recognized as collaborative leaders in teaching lifelong learning skills, improving techniques for assessing learning outcomes, and in creating environments for discovery.**

**Strategic Objective: 3. ACRL increases member abilities to create and manage physical and virtual spaces and services as environments for discovery.**

Spurred on by feedback received from architects and planners by Snelson and Davis at their poster session at the Campus of the Future conference the previous summer, and from queries received regularly by the ACRL office, the Executive Committee agreed that a more quantitative resource was needed in addition to the *Standards for Libraries in Higher Education*. This led to the establishment of the joint ACRL/LAMA Designing Higher Ed Library and Learning Spaces Guide Task Force in agenda

item #9.3. It was also thought that some progress might be made toward this at the upcoming ACRL technology summit.

**Goal Area: Scholarship - ACRL and its members are recognized as authorities on knowledge management; and the creation, collection, preservation, access, and exchange of information.**

**Strategic Objective: 3. Strengthen ACRL's emphasis on evolving knowledge management systems including, but not limited to, the creation, collection, identification, preservation, access, and exchange of information.**

Little progress has been made here, although it was suggested that simply directing program planners to look for opportunities in these areas could help address it. There seem to be many people who still don't know what knowledge management is. Dominican University has well-regarded knowledge management coursework; it was suggested that ACRL could work with the university to develop an e-course about knowledge management. Davis will look into that idea. An article defining the basics of knowledge management and content management in *C&RL News* could also be a good first step in addressing this area.

**Strategic Objective: 4. Strengthen ACRL's relationships with learned societies.**

There were a number of strategic action plan proposals in this area, but without strongly defined outcomes. ACRL needs to take a better look at the purposes and expected outcomes for sending members to external organizations, particularly since it seems to be such a popular area for action plan requests, and might be best coordinated with the Council of Liaisons.

**Goal Area: Advocacy - ACRL has greater influence on the higher education and research environment.**

**Strategic Objective: 1. Increase ACRL's influence on campus information, academic, and communication technology priorities.**

ACRL takes out its usual ad in the *Chronicle of Higher Education* each year congratulating the Excellence in Academic Libraries Award-winning libraries, which was initially intended to run for a year or two but is now institutionalized. Little active work is being done in this area. The Executive Committee suggested publishing similar ads in targeted discipline-specific journals to get exposure with faculty members, as the *Chronicle* may only be reaching administrators. This could be particularly effective by placing an ad mentioning workshops or poster sessions being presented by ACRL members just before they attend a disciplinary conference. Additionally, the *Chronicle* ad should be placed in the online version, not just the print edition.

The Executive Committee directed the ACRL Marketing Academic and Research Libraries Committee (MARL) to have them look at how the *Chronicle* ad's effectiveness could be evaluated and to look at other subject-area journals for ad placement, especially where ACRL is funding members to attend conferences.

The Executive Committee also wanted to see more Board involvement with MARL. Alire is working with the committee this year as past-president and Todaro intends to appoint her to the committee next year. In the future the Board may want to consider formally selecting former Board members to assign to work with specific committees.

**Strategic Objective: 5. Increase ACRL's influence on accrediting entities.**

As mentioned in the Executive Director's Report, agenda item #4.4 above, Davis will be following up with WASC on just this issue. Additionally, it was suggested that ACRL sections be asked what relationships their members have with the various accrediting agencies, so that existing relationship may be leveraged.

**Strategic Area: The Profession**

**Goal Area: Continuous Learning - ACRL provides continuous learning opportunities enabling members to strengthen their effectiveness and achieve recognition as valued contributors to their academic and research communities.**

**Strategic Objective: 2. Increase professional development opportunities focused on assisting librarians in advocating the value of the library.**

The planned repurposing of Alire's grassroots library advocacy workshop, bringing a version of it to various Chapters, would help address this. Snelson's presidential focus would also provide valuable information to advance this objective. The profession is under fire and being increasingly marginalized. Effective sound bites and "elevator speeches" are needed to help members with their advocacy. ARL is reportedly considering an advertising campaign to articulate the value of research libraries, but all academic libraries need to work together on this mission.

There are several consultants and academics in economics and marketing looking at the value of academic libraries and library instruction sessions. Public and school libraries have done this well, but their work doesn't translate directly to academic libraries. An Executive Committee member mentioned that the Texas Library Association undertook a study along these lines, demonstrating, for example, that a database investment of \$x produced an increase of \$y for the school in additional revenue.

**Goal Area: Leadership - ACRL members achieve recognition as leaders and advocates for academic and research libraries.**

**Strategic Objective 4. Increase ACRL's activities in support of succession planning in academic and research libraries.**

The association has not done much in support of this objective, although its sponsorship of a member selected to participate in the ALA Emerging Leaders '07 initiative is a start. There was discussion of reviving the coach-teach IMLS grant proposal from 2004 in support of this; Davis will consider whether it would be worthwhile this year.

The Executive Committee felt that mentoring programs and succession planning warranted additional efforts and directed that funding be added to the Budget Assumptions document, in agenda item #12.2. There is a sense in some ACRL Sections that there are many members who fear taking leadership or management roles. This may be due in part to a generational boundary, with younger librarians perceiving leadership positions as severely limiting other aspects of their lives.

The Membership Advisory Committee should work to coordinate and develop ACRL's mentoring programs. The committee is also working on a welcome space on the ACRL Web site for new members. It was pointed out that the recently established New Members Discussion Group should definitely be involved in that effort.

**Goal Area: Information Technology - Academic and research librarians are leaders in using information and academic technologies to create and manage information resources and to deliver library and information services.**

There are still significant gaps here, but the Executive Committee agreed that it needed to see what the outcomes of the following week's ACRL technology summit were before adding new activities.

There was also some additional discussion of the need to establish a dedicated home unit for technology services academic and research librarians within ACRL, as discussed above in agenda item #8.0.

### **9.2 Review/Update of the Strategic Plan**

In a review of ACRL's strategic plan, a new Board member had asked the Executive Committee to help her identify whether several values and issues might be implicitly included in the plan or if they should be explicitly added. The Executive Committee agreed that the following issues were all adequately represented within the objectives of the current plan: privacy, intellectual property, international students, immigration, increase in non-librarians in the profession, and higher education funding problems.

There was a general sense that the plan is still well constructed to keep it at a high level and adaptable as new issues arise, allowing more specific documents such as ACRL's Legislative Agenda to provide specifics.

*Motion:* That the Executive Committee add "and leadership development at every level" to follow "planning" in the fourth strategic objective under The Profession: Leadership.

*Discussion:* Based on the discussion of mentoring and succession planning in the review of Strategic Plan progress and gaps in progress, agenda item #9.1 above, the Executive Committee felt this expansion of the succession planning objective was warranted.

*Action:* The Executive Committee approved the addition "and leadership development at every level" to follow "planning" in the fourth strategic objective under The Profession: Leadership. The objective now reads "4. Increase ACRL's activities in support of succession planning and leadership development at every level in academic and research libraries."

### **9.3 ACRL Board's Role in Advancing the Strategic Plan**

The Executive Committee discussed what the Board's role in advancing the association's strategic plan should be. As discussed earlier, in agenda item #9.1, it can be difficult in a member-driven organization such as ACRL to determine how much of a directive role the Board should play in assigning units to work on specific activities that advance the strategic plan. One role the Executive Committee agreed the Board had to play was ensuring that the membership was kept aware of what work had been done to advance the plan and where the Board sees the association in terms of the plan's objectives. The Executive Committee liked the idea of handing out a single double-sided page distilling the accomplishments described in the operations report to just the "big picture" activities, arranged by goal area instead of by individual objective.

The issue of building and facilities people who need quantitative standards described above in agenda item #9.1 was brought up as an example of a need that could be identified by the Board or Executive Committee, but which would not necessarily come up naturally through ACRL's other units. As interest in such standards has been an ongoing issue for some time, with some people reportedly still using standards developed in the 1980s, staff had been brainstorming about a document that would fill this need without undermining the qualitative *ACRL Standards for Libraries in Higher Education*. The building standards were seen as a complement to the existing standards, not at all a replacement. There is also a sense that academic institutions are moving back toward more number-based evaluations and that libraries could suffer without something quantitative to point to.

The Executive Committee supported creating a definitive document to address this in the long-term, but in the immediate future a stopgap measure of some sort was needed. This was identified as a good opportunity to collaborate with the Library Administration and Management Association (LAMA). It

was also suggested that EDUCAUSE could make a good partner for collaboration on the longer-term document.

After approaching LAMA's leadership during a break and receiving an enthusiastic reaction, the Executive Committee decided to establish a joint task force to compile a guide to all relevant type-of-library space and facilities documents and portions of documents. The end product would be a web-based guide and a brochure for conferences. In particular, it would be valuable to have the document ready for the American Institute of Architects (AIA) conference in May 2007. A proposed title for the guide is "A Guide to Designing Higher Ed Library and Learning Spaces." ACRL may want to have a poster session or booth at the AIA conference to build awareness of the Guide. Staff was directed to find out deadlines and costs.

To create the document with such a short timeframe, a weekend meeting at a hotel near a major airport was envisioned for around 10 people, with an estimated cost of about \$20,000. The ACRL Standards and Guidelines Committee should also be involved, beginning with seeing if they have a member familiar with building and facilities issues. Some reference to the ACRL *Standards for Libraries in Higher Education* should also be included in the document, indicating that this guide was developed with an awareness of those standards and is not intended to supersede any part of them.

*Action:* The ACRL Executive Committee approved the establishment of a joint ACRL/LAMA Designing Higher Ed Library and Learning Spaces Guide Task Force, with the following charge:

- To develop a guide that pulls together existing resources for planning library buildings and learning spaces, such as those available from ACRL, ARL, LAMA, EDUCAUSE, and other organizations as appropriate.

Up to \$20,000 in FY07 is allocated to support a meeting outside the ALA Midwinter Meeting to facilitate a completed product for initial distribution at the May 3 – 5, 2007 American Institute of Architects (AIA) Annual Conference in San Antonio, TX.

## **10.0 Conference Call with Board of Directors**

The Executive Committee participated in a conference call with the full Board of Directors, including Directors-at-Large Nancy Allen, Janis Bandelin, Mary Carr, Lori Goetsch, Debbie Malone, Dorothy Ann Washington, and Karen Williams. Director-at-Large Lynne King and Budget and Finance Committee Chair Susan Kroll were unable to participate.

### **Strategic Area: The Association**

#### **10.1 Leadership Recruitment and Nomination Committee Recommendations (Documents 8.1 & 8.1a)**

The Board's Leadership, Selection, Recruitment, and Development Working Group reported to the Board with a proposed revision to the composition of the Board of Directors and a number of options to revise the nomination process for selecting candidates and the composition of the Leadership Recruitment and Nomination Committee (LRNC). The working group proposed a transition to a model of seven member-at-large positions on the Board slated by the LRNC and an eighth at-large seat appointed directly by the sitting ACRL Board of Directors. This is a significant change from the current practice of nominations coming up from Sections, Sections Council, and Chapters Council.

A revised version of the "Qualities and Expectations of ACRL Board Members" was also developed in response to concerns that the current document alternated between addressing issues for current Board members and nominees for the Board. The revised document also adds an entry about competencies and expertise, to begin moving toward more of a knowledge-based Board. The Board agreed generally that the revised document made worthwhile changes, however a few suggestions were made, including:

- Add citations for anything that is ACRL policy, such as the Conflict of Interest policy;
- Explicitly state that Board members must complete the Board's meeting effectiveness and governance appraisal surveys; and
- Strengthen the statement about the expectation to complete committee and task force assignments under the "Commitment to Board Service" section, perhaps by adding something at the beginning of that paragraph about the whole range of other programmatic participation that Board members are expected to support. It needs to be clear that the time commitment goes beyond the Board meetings and that task force assignments are serious and need to be finished on deadline.

Working Group Chair Lori Goetsch agreed to look at the Board service section to strengthen and clarify that statement.

The proposed shift in the way nominations are brought forward makes the composition of the LRNC critical, as Sections and Chapters should still feel their interests are represented on the Board. Some concern was expressed that it was not evident that anything in the current structure was "broken" and that such a change was necessary, but it was pointed out that this was perceived more as a way to enhance and improve the Board, rather than an effort to correct a problem.

There is some sense that the association has had strong Boards due more to luck than by design. Not all sections and chapters councils through the years have followed a deliberate, thoughtful, careful process as they have put forward candidates; sometimes there is a last minute rush, and the first two members who volunteer are put forward as candidates. The units also seem to be inconsistent in their efforts to inform potential candidates about the obligations and scope of work performed by Board members. For the future, the goal is to ensure that the nominee's capacity to serve as an excellent Board member is valued above the unit that they come from.

The Board recognized that there would be some units that felt they were losing leverage to influence the makeup of the Board, but philosophically the Board hopes to move from a representative-based composition to a knowledge- and skills-based one. Once elected, Board members should represent the interests of the association as a whole, not just those of one unit. Some Board members felt that the new process could actually open up the opportunity to run for the Board to people who might be interested but may not have the right connections to be put forward in the current decentralized system.

There was some support for the idea of adding advisory councils to bring in the knowledge and skills the Board sought, rather than changing the Board itself. It was pointed out that the proposed change in the nomination process would ultimately require a Bylaws change, so the membership could vote against it if they were not convinced that it was a worthwhile change. Overall the Board indicated interest in pursuing this further, but some concerns were expressed as to the necessity of any change.

The Board discussed the various proposed options for revision to the composition of the LRNC. A summary of the response to each option follows.

**(a)** LRNC members are the past-chairs of all ACRL Sections plus the past-chair of Chapters Council.

This would not allow broad representation of ACRL beyond its units.

**(b)** LRNC members are chairs of Sections/Chapters Council nominating committees.

**(c)** LRNC members are two individuals identified by Sections Council and one by Chapters Council with the Vice-President/President-Elect appointing two members.

This option may be too small, limiting the pool of potential candidates to those already known by leadership. This option could simply have its numbers doubled to address that concern, if the rest of its makeup was found to be sound. It was pointed out that under the current structure, some of the nominating committees have had as few as 3 members.

It was suggested that some subset of the Sections Council made up of a formula of type-of-library and type-of-activity section representation could ensure that there is an ongoing rotation of input and representation from different sections. If that option were implemented, the Board might ask the Sections Council to come up with its own process to select its subset.

(d) LRNC members are (a) or (b) plus ACRL Board officers.

(e) LRNC members are appointed by the ACRL past-president, president, and vice-president/president-elect with the following guidelines: members have two-year, staggered terms; committee composition would reflect the association and its constituencies, balancing things like type of library and knowledge bases without creating a strict representative structure that draws from specific sections/groups within ACRL. For example, an LRNC member may come from a community college but is not on the LRNC as a representative of CJCLS. There would be no set limit on the size of the committee.

This option could be seen most strongly as protecting an “insiders” mentality, essentially the Board nominating itself. It was supported by at least one Board member.

The Board concluded that it was most interested in the “enhanced” version of option C, making some change to increase the number of committee members under that option, and asked the working group to prepare a revised version of the document focused on that option for the Board’s strategic planning workday prior to the Midwinter Meeting. Assuming the Board is able to come to agreement on a final proposal that day, the proposed changes will be presented at the Midwinter ACRL Leadership Council.

## **10.2 Mega Issues Discussion (Document 8.2)**

*Action:* That the Board of Directors approve the revised list of mega issues as provided in Document 8.2.

*Discussion:* The Board thanked Director-at-Large Nancy Allen for chairing the Mega Issues Working Group and for her considerable work on the initial revision of the mega issue list. Allen explained that the working group considered several ways to reconstruct the list and settled on this version, which merged many of the questions on the original list and expanded the introduction. Mega issue questions that were nearly identical to parts of the strategic plan were eliminated and closely related questions were combined to eliminate duplication.

There was some discussion about question #10, “How does ACRL assist organizations engaged in joint use programs or collaborative work, or in consolidating academic libraries or library service points?” with some confusion about the meaning and applicability of it to the profession at large. It was pointed out that for some states it was a big issue, with some language in the Library Services and Technology Act (LSTA) encouraging this kind of collaboration in order to get certain funding. The Board agreed on a revision to question #10 that simplified the language.

*Action:* The ACRL Board of Directors approved the revised list of mega-issues as amended, with question 10 revised to read, “How does ACRL assist libraries engaged in collaborative and cooperative work?”

## **10.3 Section Activity Definitions (Document 8.3)**

Lori Goetsch, Director-at-Large and chair of the Board's Bylaws Working Group, reported on the groups progress developing a policy that defines an inactive section for purposes of dissolving that section, as per the ACRL Bylaws. After consulting with ACRL section leadership and surveying subscribers to ACRL's leadership electronic discussion list, the following criteria was narrowed down from about a dozen possible criteria and is proposed as the policy defining the inactivity of a section.

- Failure of elected officers to meet, virtually or face-to-face, for two consecutive years as documented by ACRL staff.
- Section is no longer relevant or meeting its purpose as outlined in the section bylaws and determined by a 2/3s majority vote of members voting on a resolution to dissolve the section as part of the annual ballot process. This resolution can be put on the ballot by the section's executive committee or by petition of 25 section members.
- Section takes a vote to dissolve at an annual membership meeting and it is passed by a majority vote of members present and voting. Written notice of the proposed vote on dissolution would be provided to members at least one month before consideration.

The Board discussed whether requiring only one of the criteria to be present made it too easy to declare a section inactive, but there was some sense that requiring 2 of the 3 criteria to be met would make it too difficult. Most Board members were comfortable with the proposed policy allowing consideration of dissolution if any one of the criteria were met, as long it included the requirement that ACRL staff and Board section liaisons make efforts to offer supportive intervention with struggling sections prior to proceeding with dissolution. The policy will be brought forward for a vote at the Board's Midwinter meeting on the consent agenda.

### **Strategic Area: The Profession**

#### **10.4 Annual Conference Programs**

Director-at-Large Karen Williams, chair of the Board's Annual Conference Programs Working Group, reported on the group's activities. The group felt that questions were raised during its research that they could not answer yet, preventing them from bringing a recommendation forward at this meeting. Primarily, based on the feedback it had received when polling program planners from ACRL units, the group didn't feel it had a strong response to those who felt nothing was wrong with the current program approval process or how programming would be enhanced by a change.

It was pointed out that the members that had been asked for feedback were also those with the greatest motivation for maintaining the current process. Factors driving the Board's interest in looking this issue included the duplication of programs, the expanding ALA conference campus due to the proliferation of programs making it difficult to get from one program to another, the significant amount of staff support time required by the large number of programs each year, concerns about maintaining the quality of programming with ACRL's name associated with it, and ALA's cost to support the numerous programs, some of which attract only a few attendees. Rather than make a popular decision, this may be a case where the Board needs to take what input it can get and make an executive decision with the big picture in mind.

It could be more useful to survey members who have attended an Annual Conference program and solicit feedback from the customer rather than the planners. A more useful response might be garnered from past program chairs, rather than current chairs, as well.

The working group will continue to work on the issue and report back to the Board at the 2007 Midwinter Meeting.

The Board adjourned its conference call and the Executive Committee recessed for the day at 11:52 a.m. The Executive Committee reconvened at 8:40 a.m. Saturday morning.

**Strategic Area: The Association**

**11.0 More Strategic Planning and Structure (continued from Item #9.0)**

**11.1 Finish Strategic Plan Discussions from Friday**

**11.2 Revised Action Plan Proposal Forms and Instructions (Document 10.1)**

In response to feedback from the Board at its recent Strategic Planning and Orientation Session, staff had revised the Action Plan Proposal Forms, with an emphasis on strengthening the assessment piece.

The Executive Committee discussed the criteria that the Board would use when considering the proposals and decided that the second bullet, giving preference to proposals advancing areas of the strategic plan that are undersupported, should be removed. There was a general feeling that this criterion could stifle creative approaches to all areas of the strategic plan and that the Board may just want to use it themselves when considering plans, but not necessarily encourage proposals in that direction.

The criterion about assessment will be revised based on samples that Todaro will share with staff. Once revised, the proposed new form will be shared with the Board for feedback, and a final document settled on in time for introduction at the 2007 Midwinter Meeting.

**11.3 Approval of Final ANSS FY2008 (Document 10.3)**

*Motion:* That the Board accept the proposed assessment plan for ANSS' FY 2008 Action Plan Proposal as satisfying the condition the Board placed on the plan's approval during its review in September 2006.

*Discussion:* The Executive Committee felt the assessment plan did expand on the planned assessment activities in a thoughtful and extensive manner, however, it remained clear that training on outcomes-based assessment was needed for both the Board and ACRL leadership in order to effectively implement assessment throughout the association. A note should be included in the action notification letter to ANSS the Executive Committee appreciated the work ANSS did on this, but a new more specific assessment plan is included in a revised action form for next year and more will be expected next time. The Board will be looking to help ANSS and all of ACRL's leadership improve their understanding of effective assessment practices.

*Action:* The ACRL Executive Committee accepted the proposed assessment plan for ANSS' FY 2008 Action Plan Proposal and directed staff to include funding of up to \$3,160 in the FY 2008 budget to support the attendance of two librarians to each of the 2007 annual conferences of the American Anthropological Association and the American Sociological Association to present the ANSS Information Literacy Standards.

**11.4 Planning for Midwinter Strategic Planning Session**

The Executive Committee discussed possible agenda items for the Board's next Strategic Planning Session, to be held the Thursday prior to the Midwinter Meeting. It decided to retain the services of consultant Paul Meyer, of Tecker Consultants, to facilitate the meeting. Agenda items will include the Board and Leadership Recruitment and Nomination Committee compositions, interest group structure, ideally coming to resolution on that issue, and an introduction to ALA's online community software. It is hoped that a planning meeting will not be necessary at the 2007 Annual Conference.

**11.5 Planning for Leadership Council at 2007 Midwinter**

**11.5.1 Action Plan Decisions Communication (Document 10.2.1)**

The table in Document 10.2.1 showing the approved strategic action plan proposals for FY08 will be provided to all Leadership Council attendees, with revisions suggested by the Executive Committee.

**11.5.2 Strategic Work Plan Calendar Update (Document 10.2.3)**

There will be a quick review of the strategic work plan calendar, with a reminder of upcoming dates of importance.

**11.5.3 Annual Conference Programs**

Given the questions raised by the working group in agenda item #10.4 earlier in this meeting, changes to the Annual Conference programming process will not be proposed at this Leadership Council.

**11.5.4 Leadership Recruitment and Nomination Process (Document 8.1)**

An announcement and explanation of a revised process may be made depending on the Board's work at its strategic planning session the prior day.

**11.5.5 Section Activity Definitions (Document 8.3)**

The new criteria for section dissolution, expected to be brought forward on the consent agenda of the Board's first Midwinter meeting, may be explained at the Leadership Council.

The Executive Committee agreed on a rough agenda consisting of the following items:

- Highlights of ACRL's strategic plan accomplishments, such as described in agenda item #9.3 earlier in this meeting;
- Communication of approved action plans for FY08;
- Presentation of the new action plan proposal form;
- A strategic work plan calendar update; and
- A preview of the results of ACRL's fall 2006 technology summit.

And possibly:

- Criteria for section dissolution; and
- Some sort of work developing case examples of the value of libraries.

Snelson will also ask the Assessment Subcommittee to develop a 15-minute PowerPoint presentation on the basics of assessment, to be ready in time for the Executive Committee to review at its spring meeting so that it can be introduced at the 2007 Annual Conference Leadership Council.

**Strategic Area: The Association**

**12.0 Budget & Finance**

**12.1 FY 2006 Financial Report Unaudited (Documents 9.1 & 9.1a)**

Budget and Finance Committee Chair Susan Kroll briefly reviewed the 4<sup>th</sup> quarter FY2006 financial report, based on ALA's 3<sup>rd</sup> close. Final figures for the year would not be available for several weeks. Highlights included:

- ACRL ended the year with net revenue more than a half million dollars better than budgeted, ending the year in the black rather than the expected spend down of over \$500,000 of the net asset balance.
- Membership dues came in slightly ahead of budget in the first year of ACRL's dues increase.
- Professional development programs did very well.

- Publications had mixed results for the year. Monograph sales for the year did not do as well as the initial sales in the 1<sup>st</sup> quarter had indicated they might.
- CHOICE had another terrific year. The unfortunate delay in the launch of *Choice Reviews Online* v.2 brought in electronic subscriptions under budget, but licensing revenues were particularly strong for the year.
- Due to the agreement reached with ALA described in agenda item #12.3 below, CHOICE did not transfer any funds to its long-term investment this year and ACRL transferred only \$150,000 of its planned \$300,000 transfer.

### **12.2 2007-2008 Budget Assumptions (Document 9.2)**

The Executive Committee discussed the budget assumptions for 2007-2008. Major points and revisions included:

- \$30,000 will be budgeted for activities supporting “making the case” of the value of academic libraries.
- \$10,000 will be budgeted to support diversity initiatives called for in the diversity white paper that’s being written. This amount may be reconsidered when the Board receives the final paper.
- Funds will be budgeted to develop a mentoring program.
- A new consulting service for statistics and standards would be developed, based on a pilot project being developed by ACRL Content Strategist Kathryn Deiss and Lance Query, Dean of Libraries at Tulane University. This idea stemmed from a call in the fall of 2005 from the University of Puerto Rico requesting such a service. At this time it’s estimated that such a service would charge \$1,000 to \$1,500 plus expenses, perhaps less if a separate amount were charged for a report. Todaro may have useful additional information on pricing models for this kind of consulting.
- Funds will be budgeted for research about user needs for libraries based on Nancy Foster of University of Rochester’s work on ethnography. The research would be more field-based than a LibQUAL+ type of survey. It’s thought that this kind of research can be more helpful than surveys. The goal would be to develop a package that would help libraries use these ideas in their own institutions, giving librarians the tools to collect the data and suggestions on what to do with it.
- Placeholder funds will be budgeted for initiatives stemming from ACRL’s fall 2006 technology summit.
- A new staff position is proposed, as ACRL keeps adding programs and services without eliminating any, increasing demands on staff. The *C&RL News* Editor/Web Developer position may need to be split as the workload on web development increases. More governance support and a communication specialist also seem to be needed. The Executive Committee agreed that a comprehensive look at the issue of ending programs that don’t advance the strategic plan was needed, but was also very supportive of the need for additional staff. Funds for furniture for the new staff position will also be added to the assumptions.

*Action:* The ACRL Executive Committee accepted the FY08 Budget Assumptions as amended.

### **12.3 CHOICE Property Update (Documents 9.3 & 9.3a)**

ACRL/CHOICE and ALA have come to an agreement on a Memorandum of Understanding (MOU). ACRL and CHOICE addressed ALA’s concerns about the interest ALA would lose due to the reduction in CHOICE’s operating reserve fund if a purchase was made using those funds by agreeing to reductions in their planned transfers into long-term investment funds over the next few years. Unfortunately there is currently no suitable property on the market in Middletown. If a property is not identified by 2007’s Spring Executive Committee Meeting and the Board’s Annual Conference meetings, CHOICE will have to either consider a short-term lease renewal at their present location or a longer term new lease at a new property.

The Executive Committee congratulated Davis and CHOICE Editor and Publisher Irv Rockwood on a fine job working on this issue with ALA over the last year.

It was suggested that it may also be a good time to look at how ACRL might draw upon CHOICE's long-term investment fund to support ACRL initiatives, given the strong financial success CHOICE had seen in recent years.

**12.4 ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program Brochures (Document 9.4)**

*Motion:* The ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program Committee is requesting the Board to approve the funding of \$1,000 (based on an estimate from ACRL Production Editor Dawn Mueller) to print 2,500 brochures.

*Discussion:* At the Diversity Fair held at the 2006 Annual Conference in New Orleans, traffic flow to the ACRL table was very heavy. It would have been helpful to have a brochure specifically about ACRL's Spectrum Scholar Mentor program to offer to interested parties.

*Action:* The ACRL Executive Committee approved funding of \$1,000 to print 2,500 ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program brochures.

**12.5 ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program Reception (Document 9.5)**

*Motion:* The ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program Committee is requesting that the ACRL Executive Committee allocate \$750 for a reception in the ACRL President's Suite for the mentors and mentees at the 2007 ALA Annual Conference.

*Discussion:* A reception for the mentors and mentees was held at the 2006 Annual Conference in New Orleans and was very well received. The Executive Committee felt that \$750 would not provide as much in Seattle as it did in New Orleans, due to higher prices, so they amended the motion to increase the amount to "up to \$1,000."

*Action:* The ACRL Executive Committee approved funding of up to \$1,000 to host an ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program reception in the ACRL President's Suite for the mentors and mentees at the 2007 ALA Annual Conference.

**12.6 IS FY2007 Action Plan Funding Carryover Request (Document 9.6)**

*Motion:* The Instruction Section Executive Committee requests that the ACRL Executive Committee consider allowing the section to carry over the funds allocated for the IS FY 2007 action plan project to develop a toolkit to promote instruction librarian education at library schools into the 2007-2008 fiscal year.

*Discussion:* The ACRL Executive Committee commended the IS leadership for their advance planning, as this timing makes it easier to incorporate these funds into the development of the FY08 budget.

*Action:* The ACRL Executive Committee approved the request to carry over the \$2,000 in funding allocated for the IS FY 2007 action plan project to develop a toolkit to promote instruction librarian education at library schools into the 2007-2008 fiscal year.

*The Executive Committee adjourned to Executive Session at 3:29 p.m.*

**13.0 Council of Liaisons Appointments (Documents 11.0-11.3)**

*Action:* The ACRL Executive Committee approved the reappointment of Larry Hardesty as the ACRL liaison to the National Resource Center for the First-Year Experience and Students in Transition (NRC-FYEST), Tom

Kirk as the liaison to the Council of Independent Colleges (CIC), and Kate Corby as the liaison to the American Educational Research Association (AERA), each for a 3-year term from July 1, 2006 - June 30, 2009, contingent upon the Board approving continued relationships with those associations over that period.

*The Executive Committee readjourned to Open Session at 3:36 p.m.*

#### **14.0 New Business**

Friends Fund Subcommittee Chair Lisa Browar recently emailed about the work and purpose of the subcommittee, raising some good strategic questions, such as whether the goal of the committee is greater than deciding how Friends donations should be spent and how ACRL could better coordinate its fundraising efforts. She also pointed out that Friends Fund campaign efforts had done little to make the case to members for why they were being asked to offer money above and beyond their member dues.

It was pointed out that all support for the Friends Fund, such as staff time, postage, and printing costs, has been charged to ACRL's operating budget, not taken from the donations raised. To date it had cost approximately \$20,000 to raise \$55,000 in donations. It was suggested that the subcommittee could be charged with researching the best practices and benchmarks of what other associations do with their non-vendor contribution programs, similar to the Friends Fund.

The Executive Committee decided that development would be the topic of the joint ACRL Board/Budget and Finance Committee meeting at Midwinter, with Browar taking an active role in setting the agenda with Snelson and Kroll.

The meeting was adjourned at 3:50 p.m.