



June 28, 2009 ALA Annual Conference, Anaheim, CA

Joint Committee and IG Chairs Meeting
8:00 am - 9:00 am Crowne Plaza Hotel, Cabo San Lucas B

Committee Chairs Meeting 10:30am - 12:00pm Marriott 304
IG Chairs Meeting 10:30am - 12:00pm Marriott 315

LITA Committee/IG Chairs Updates & Important Info

Serena Collage Content Management Training

- Collage Content Management classes take about 3 hours and cover what you need to know to create new content, update existing content, publish, and resolve shadow assets (dead links and missing items). E-mail lgruenberg@ala.org for information on upcoming classes providing your name, e-mail address, and ALA affiliation.

SYMPA: ALA's email discussion list server

- **How do I set up an email discussion list for my group?**
Contact the LITA staff liaison, Melissa Prentice, to request a discussion list for your committee or interest group
- **To subscribe to an existing list:**
 - send e-mail to: sympa@ala.org
 - Enter "subscribe lita-l" (lita-l is an example, insert the appropriate list name) in the subject line
 - Leave message body blank and send
 - Your email address will be picked up automatically
 - To post a message to after subscription send e-mail to the list address
- **To remove your email address from the list:**
 - send e-mail to: sympa@ala.org
 - Enter "unsubscribe lita-l" (lita-l is an example, insert the appropriate list name) in the subject line
 - Leave message body blank and send
 - Your email address will be matched from the header of the message so you must use the address from which you subscribed.
- **To access archive**, go to <http://lists.ala.org/wws/arc/lita-l> (lita-l is an example, insert the appropriate list name)

Online Communities overhaul:

- ALA Online Communities will be replaced with ALAconnect (all files from previous communities will be migrated) and will be available for Committee/IG work sometime late fall 2008

From the ALA ITTS Blog (check here for updates: <http://itts.ala.org/update/>):
"Phase one (which we're in) involves replacing and enhancing our existing Online Communities service that is designed to allow members to collaborate virtually. In the new version, there will be more tools and they will be a little more social, in that you'll be able to find fellow members with similar interests, create special interest groups on the fly (including ones such as "librarians who love dogs and knitting and are going to Midwinter 2009"), explore the beginnings of a mentoring network, and more . . . phase two where we start implementing ways for you to find and connect with other members around professional interests, issues, advocacy, your job, the work of the Association, meeting up with friends & colleagues when you attend ALA conferences, and the like. Although we've referred to this as "ALA's social network," it's probably more accurate to think of it as ALA's professional network, an online version of what has traditionally taken place in the physical world. This isn't going to be "ALA MySpace," although there will be hooks into and out of some social sites such as del.icio.us (bookmarks), Facebook (connections), Flickr (pictures), and Twitter (micro-conversations) . . . it will be branded "ALAconnect," not "Online Communities," because this is the foundation for the social network.

LITA blog & wiki

- More volunteers are needed for covering the ALA conferences on the LITA blog: <http://litablog.org/>. Take a look at the schedule and if you see an event you'd like to cover, contact the BIGWIG co-chair. You do not need blogging experience to blog for LITA!
- <http://wikis.ala.org/lita/> Feel free to add committee/IG material or anything else you think might be relevant. Please contact the BIGWIG co-chair if you have questions or if you encounter any problems with the wiki.

Program Planning Process Reminders and Updates:

- Be sure to refer to LITA Manual sections 5 & 10 for detailed program planning information.
 - Section 5:
www.lita.org/ala/lita/aboutlita/org/litamanual/litamanualesection5.cfm
 - Section 10:
www.lita.org/ala/lita/aboutlita/org/litamanual/litamanualesection10.cfm
- The Program Proposal form for the 2009 ALA Annual Conference is available online and at the LITA table (ALA office, table 25) www.ala.org/ala/lita/litamembership/litacommittees/litacommittees.cfm Please be aware of the 3 options for submitting your proposal:
 - Hand-deliver 20 copies of the form to LITA Program Planning Committee (PPC) at one of their scheduled meeting times during the 2008 ALA Annual Conference. (Copies can be made at the ALA Reprographics Office in the ALA Office)
 - Email a copy of the completed form to LITA, lita@ala.org, by July 2, 2008.
 - Mail completed form to the LITA office at ALA Headquarters: LITA Program Proposals, ALA/LITA, 50 E. Huron St., Chicago, IL 60611. Mailed forms must be received by July 7, 2008.
- If you wish to discuss your proposal with PPC during the 2008 ALA Annual conference (suggested but not mandatory), sign up for a timeslot to meet the committee; use the form kept in the PPC folder at the LITA table located in the ALA office in the Convention Center.
- If you plan to record and/or podcast any programs or interviews, please have all speakers complete the general speaker release form, available online or at the LITA table www.ala.org/ala/lita/litamembership/litacommittees/litacommittees.cfm. Return all forms to Melissa Prentice.

Other Program Development Opportunities:

- Did you develop any programs for Annual Conference that would make great **Regional Institutes or Web courses**? If so, submit a proposal to the LITA Education Committee.

REMINDER: Submit your meeting reports to the appropriate Committee/IG web coordinator; new coordinator names will be posted after conference. Please take some time to look over your committee's or IG's individual pages on the LITA site to be sure the information is up to date and correct. If changes need to be made, contact your web coordinator.

LITA Staff Liaison: Melissa Prentice, LITA Programs and Marketing Specialist, 50 E. Huron St., Chicago, IL 60611; **(312) 280-4268**; mprentice@ala.org

Education Committee Chair: Barbara Spivey, spivey@aa.edu

Program Planning Committee in-coming chair: Jason Griffey, Jason-Griffey@utc.edu

BIGWIG 2008/09 co-chairs: Karen Coombs and Jonathan Blackburn, kacoombs@central.uh.edu; jblackbu@fsu.edu

**LITA Committee and Interest Group Chairs Calendar:
Midwinter (Denver, CO) and Annual (Chicago, IL) 2009**

JUNE 26- July 2, 2008 Annual Conference, Anaheim, CA

SEPTEMBER

- Send Midwinter meeting request to Valerie Edmonds (vedmonds@ala.org); include time, date, room set-up, and AV by **September 22**

OCTOBER

Third week

- First round changes to the Midwinter schedule are due to Valerie Edmonds (vedmonds@ala.org) by **October 10**

Fourth Week

- Midwinter Meeting room assignments begin

NOTE: should you change your original conference room set up after **October 23**, we cannot guarantee that space will be available to accommodate the new set up.

- Changes to AV requests sent to Valerie Edmonds (vedmonds@ala.org) by **October 24**

NOVEMBER

**** Changes to AV Requests will not be accommodated November 1****

Third week

- Draft schedule of Midwinter meetings with room assignments will be posted.

Fourth Week

- Deadline for final changes to midwinter program; no changes will be accepted after **November 25**
- Deadline for submitting last minute meetings for inclusion in the program book, provided space is still available; **November 27**
- Deadline for submitting last minute meetings for inclusion in the program supplement, provided space is still available, **November 29**

JANUARY

JANUARY 23-28, 2009 ALA Midwinter Meeting, Denver, CO

****Updates to Annual Conference Program Descriptions for Preliminary Program due January 28****

FEBRUARY

Deadline for notifying Valerie Edmonds (vedmonds@ala.org) of your meeting space and AV needs; **February 1**

MARCH

****Changes to AV Requests will not be accommodated after March 1****

APRIL

First Week

- Schedule of Annual Conference meetings/programs with room assignments will be posted **April 7**
- Program description for final, printed program are due to Valerie Edmonds (vedmonds@ala.org) **April 9**

JULY 9- 15, 2009 Annual Conference, Chicago, IL