



ALA/LITA Regional Institutes Committee Meeting Minutes

Date/Time: Sunday, June 27, 2004, 9:30am – 11:00am

Attending: Peter Murray (chair), Mona Coutts, Frederick C. Fishel, Michelle Frisque, Susan Logue, Gretchen Hanson (Intern), Hannah Walker (*Ex Officio*, LITA Programs), Jeff Trzeciak (oncoming committee member)

Absent: Betsy Friesen, Diane Y. Toma, Pat Ensor (LITA Board Liaison), Rob Carlson (LITA Staff Liaison), Alice Permenter (virtual member)

Board Summary

There are five regional institutes currently in production: Ebooks, XML and Libraries, Open Source Software (awaiting initial presentation), Web Proxy, and Wireless Networks. Six RIs (five XML and one Wireless) were conducted and another three (one Web Proxy and two Open Source) have been scheduled since the Midwinter update. The committee reached consensus on a policy regarding a single-presenter format for RIs with exceptions approved by the RIC chair and LITA staff. The committee approved the development of two RIs (PDA and Metasearch) using two presenters pending approval of an exception under the new policy. A proposal from a potential speaker for an Advanced XML Applications RI has been received and will be explored, and an idea for Instructional Design RI will be investigated. The committee passed a motion recognizing Ron Gilmour for his contributions to LITA in creating and performing the “XML and Libraries” institute.

1. **TopicWelcome, Introductions and Agenda Review**
2. **TopicReview Minutes from the Previous RIC Meeting**
Documentation: <http://www.ala.org/ala/lita/litamembership/litacommittees/reglinstcomm/LITA RIC Minutes 01-2004.pdf>
Outcomes:
 - a) Approved without changes.
3. **TopicReview of RIC Status Worksheet**
Documentation: “LITA RIC Worksheet 06-2004.pdf”
Outcomes:
 - a) Approved with changes (see topic #6 and attachment).
4. **TopicUpdate on Regional Institute Activities, January 2004 to December 2004**
Documentation: “LITA RI Report 06-2004.pdf”
Outcomes:
 - a) Reviewed.

5. **TopicAffirm/Codify the One-Presenter/One-Institute Guideline**

Background: Discussion on the RIC mailing list through the spring resulted in a draft of a policy for acceptance of an institute proposal with more than one speaker (below). Complete consensus was not reached through the e-mail discussion, and the item was held over until the next meeting. There are two potential RIs waiting for an answer to this question (PDAs and Metasearch).

Regional Institutes are all-day workshops conducted by recognized experts in the field of the workshop. A single speaker that has been vetted through the Regional Institutes Committee holds responsibility for preparation and presentation of material for an Institute. Exceptions to this policy will be based on consultation between the LITA staff and the Regional Institutes Committee chair.

Documentation: Discussion on the committee mailing list.

Outcomes:

- a) Reached consensus on the policy above. PMurray will ensure it is included in the policy handbook.
- b) Charged LITA staff to review the financial model (pricing and expenses) for regional institutes to support a two-presenter institute and reflect current competitive pricing.
- c) Recommended that, in the event of an exception, the honorarium be split between the presenters.

6. **TopicDevelopment of New Institutes**

Discussion: A proposal for “Advanced XML Applications” has been received and was reviewed. An idea from ALA AC 2004, Instructional Design, was revived and discussed. The potential title is “How to Effectively Use Technology to Deliver Instruction” – reflecting an aspiration to teach librarians how to use good design techniques to create web content. Committee agreed to explore a partnership with ACRL and/or RUSA on a preconference or conference program to gauge the viability of this idea.

Outcomes:

- a) Pending approval of LITA staff due to two-presenter nature, begin development of PDA (RIC liaison: MFrisque) and/or Metasearch (RIC liaison: GHanson) institutes.
- b) Approved development of Advanced XML Applications proposal (RIC liaison: PMurray).
- c) Approved exploration of instructional design idea (RIC liaison: SLogan).
- d) RIC Worksheet update (attached).

7. **TopicRecognition of Ron Gilmour**

Outcomes:

- a) Motion approved (attached) to recognize Ron Gilmour for his contributions to LITA and the library profession in expanding the understanding of XML technologies through the creation and performance of the “XML and Libraries” Regional Institute.

8. **TopicReview of Next Steps**

Outcomes:

- a) Carry forwards: Possible use of WebCT and/or Webcasting as an alternate presentation format; review of assessment of Regional Institutes; develop an “apprentice presenter” program; identify additional mechanisms to discover topics for Regional Institutes and identify possible speakers; conduct an analysis of the distribution of Regional Institute events around the country.

9. **TopicMeeting Review**

Outcomes:

- a) Positive feedback for agenda format and meeting style.
- b) Recommendation to extend meeting to two hours to allow more time for brainstorming ideas.

LITA Regional Institutes Worksheet

June 2004

| <i>Title/Topic</i> | <i>Presenter</i> | <i>Delivery</i> | <i>Comments/Actions</i> | <i>RI Member</i> | <i>Status*</i> |
|------------------------------|-------------------|-----------------|--|------------------|----------------|
| 1. Ebooks | Mark Beatty | F2F | | | P |
| 2. XML and Libraries | Ron Gilmour | F2F | | | P |
| 3. Open Source Software | Eric Lease Morgan | Hands-on | Half-day version at LITA Forum '03; Scheduled for NYC | | P |
| 4. Web Proxy | Peter Murray | F2F | | | P |
| 5. Wireless Networks | Marshall Breeding | F2F | | | P |
| 6. PDA | | | Development held pending multiple speaker issue resolution | Michelle Frisque | S/D |
| 7. Metasearch | | | Development held pending multiple speaker issue resolution | Gretchen Hanson | S/D |
| 8. Advanced XML Applications | | F2F | Initial proposal received from a potential speaker | Peter Murray | S |
| 9. Instructional Design | | F2F | Idea to be explored, possibly in conjunction with ACRL and/or RUSA | Susan Logan | S |
| 10. | | | | | |
| 11. | | | | | |
| 12. | | | | | |

*Status P=In Production, D=Development, S=Suggested Topic



ALA/LITA Regional Institutes Committee Motion to Recognize Ron Gilmour

Whereas,

An integral part of LITA's mission is to "educate...its members, other ALA members and divisions, and the entire library and information community"; and

Extensible Markup Language (XML) is having a growing impact on the effective interoperability of systems within a library and the efficient, often invisible, interaction with users and suppliers of library systems and data; and

Ron Gilmour created the "XML and Libraries" Regional Institute, introducing librarians to the basics of this important technology and demonstrating its relevance to librarianship and other information professions; and

Mr. Gilmour has presented this Institute to over 500 people in nine locations in the past two years: Houston, TX; Albany, NY; Philadelphia, PA; Raleigh, NC; St. Louis, MO; Dallas, TX; Madison, WI; Harrisburg, PA; and Farmingdale, NY; and

Mr. Gilmour graciously returned to the instructor role after retirement from Regional Institutes for four workshops previously scheduled for another speaker;

Therefore:

The Regional Institutes Committee commends

RON GILMOUR (University of Tennessee – Knoxville)

for his contributions to LITA and the library profession in expanding the understanding of XML technologies through the creation and performance of the "XML and Libraries" Regional Institute.