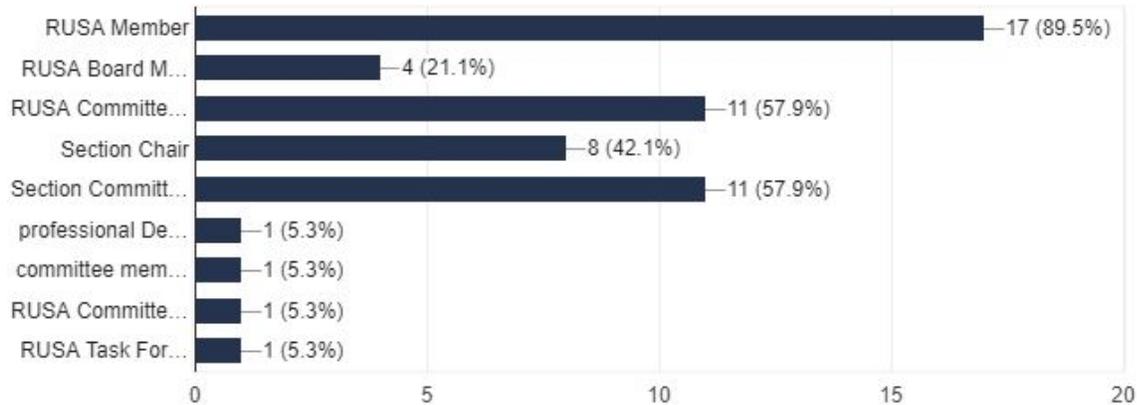


## What roles have you had within RUSA?

19 responses



## How Confident are you ...

### Mostly Confident

- Schedule virtual meetings
- Use ALA Connect

### Split

- Contribute to RUSA Update

### Mostly Unsure/Not Confident

- Post to social media
- Add items to RUSA newsletters
- Put an issue on the RUSA Board agenda

**Note: Charts are at the end**

## Did you receive or are you aware of documentation:

- Generally yes.
- People mentioned previous chair or committee members.
- Selected responses
  - Documentation is much better than it was even 5 years ago, but the quality of orientation to new roles is always uneven.
  - I was aware of the information provided via the RUSA and RUSA section web pages, but not anything else.

- There was a manual for RSS leaders with dates/calendars that was so helpful! There is a manual for RUSA chairs/leaders and a training. That was only so-so helpful.

### **What training or resources did you wish you had?**

- Clearer and up to date documentation of procedures
- Timeline and calendars
- Clear outline of duties
- Selected responses
  - I wish I knew what was expected of me. I had no idea about the different meetings/ phone calls I'd be on, etc.
  - I've been a chair in other sections, so I didn't need much training.
  - more formalized succession planning is needed - it's really up to committee/section chairs to document what they've done to pass along to the next person, and there should be a greater emphasis division-wide on consistency.

### **What documentation or training do you have available for on-boarding your volunteers?**

- Rely on committee websites and ALA Connect
- Mixed about where this content is being hosted
- Selected responses
  - None--and I could use some
  - this should be universal, and then adaptable for sections/ committees, etc. My section has an orientation and chair manual that is updated yearly, but there should be larger scale information to include in that.

### **Are there any general training resources that you find useful or that you think the VDC should model off of?**

- Selected Responses
  - NMRT wiki, other ALA division information
  - BRASS checklist have been very helpful.
  - I can share the RSS Manual with you--it was first done by Liane Taylor and then edited by me and Qiana. I really like how it was laid out.

### **What training or resources could RUSA provide in order to help volunteers run effective meetings?**

- Best practices
- Templates for meeting agendas, minutes, checklist
- Timeline for deadlines

- Selected Responses
  - What resources are available for meetings; suggested methods of contacting members and keeping in touch; history of committee work and outstanding issues; expectations from hierarchy of committees.
  - Best practices. Have an expectation of set agendas and public posting of online meetings since all are supposed to be open. Better/easier access to resources like Adobe Connect (actually, PLEASE ditch Adobe for better meeting software there are much more intuitive options!).
  - BRASS checklists are helpful

### **What training or resources could RUSA provide in order to help volunteers stay engaged throughout their appointment?**

- Focus on continuous improvement
- Positive feedback
- Selected responses
  - Keep monthly tasks, reminders, emails, etc. Too often our work is clumped around conference. If we think about RUSA as a year long monthly thing, then everyone else will too!
  - really assessments of committees and if they're still useful should be done, to keep volunteers engaged in meaningful work
  - Regular follow-up/check ins about how it's going and what support is available (like consultation/coaching) since a lot of it seems like flying blind. Affirmation when we're doing a good job.
  - I think it's the chair's job to do this.

### **What training or resources could RUSA provide in order to help your group align with RUSA's strategic plan?**

- Regular sharing of the strategic plan and its progress
- Selected responses
  - In ACRL Instruction Section, each committee is required to file an annual plan aligned to the Section's/Division's strategic plans each September and then file a follow-up report at the end of June describing how well the committee met its plan and what assessment it performed to prove it. Very well done. I \*definitely\* knew what the strategic plan was and how our committee was working to meet that plan, when I was an IS committee chair.
  - Specific suggestions and instructions/guidance about ideas to make it happen. Foster forums for exchanging ideas like regular meetings of section chairs.
  - Are the leaders shown the Strategic Plan? I swear the most recent didn't. I would like to see this as one of those monthly seminars--maybe RUSA Strategic Plan and You (you being the section)

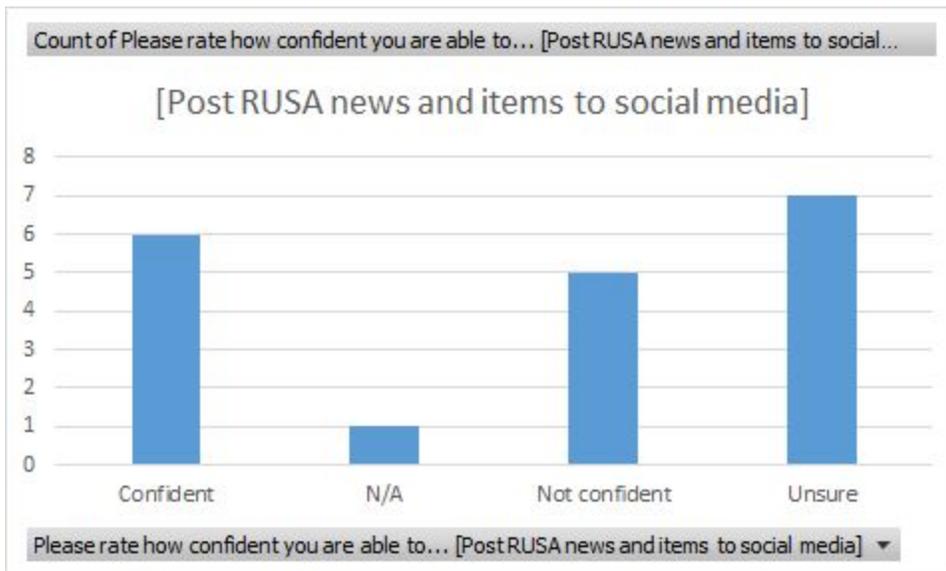
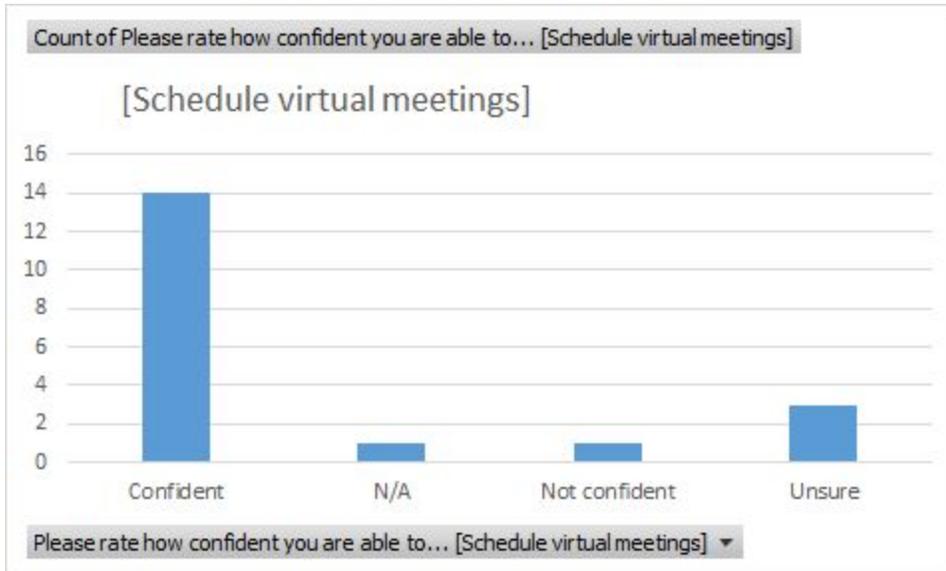
## **What issues should the VDC try to address?**

- New volunteers
- Succession planning
- Plan for the future
- Selected responses
  - Be responsive to the times. Help define libraries in the future.
  - Bringing in more diverse members to the organization and then getting them onto committees
  - cross-section and cross-division collaboration. Those can be hard to look for, but if we make the effort, we can identify not only potential partners, but potential programs too.

## **What other information or comments would you like to share with the VDC?**

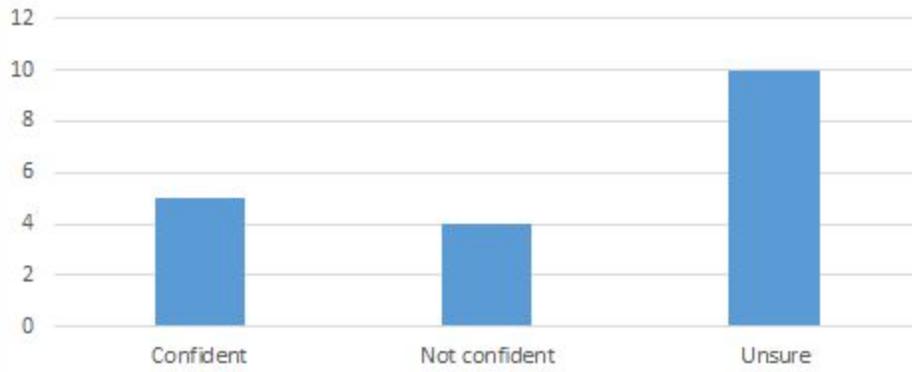
- Selected responses
  - Understand that all volunteers can not be at Midwinter and Annual.  
Use virtual members creatively
  - Educate chairs as to their responsibilities and provide rewards to effective chairs.  
Move effective leaders into higher leadership positions.
  - We lose so much when we change chairs, succession planning should be centralized, and we need something better than connect for collecting information. connect is difficult (even the "new" one likely will be). everyone should be following a plan for what to pass on to the next chair, or there should be required overlap (co-chair system).

# Charts



Count of Please rate how confident you are able to... [Add news and items to RUSA email ...

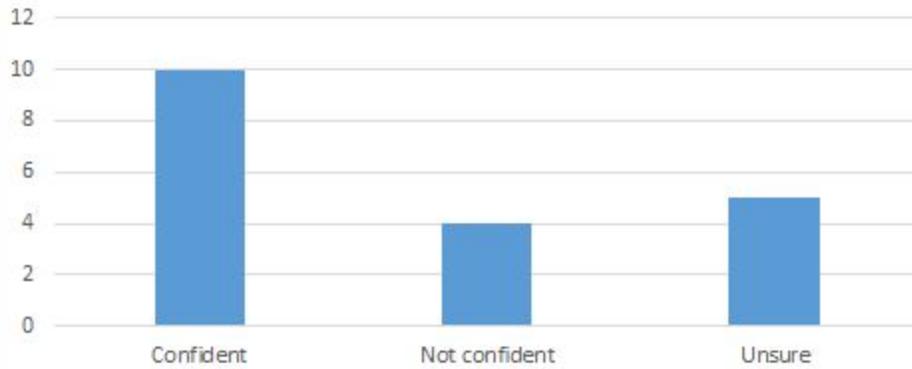
### [Add news and items to RUSA email newsletters]



Please rate how confident you are able to... [Add news and items to RUSA email ... ▼

Count of Please rate how confident you are able to... [Contribute to RUSA Update]

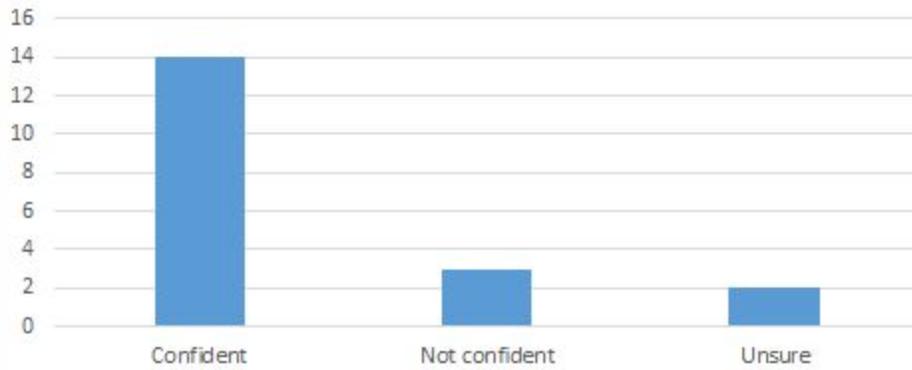
### [Contribute to RUSA Update]



Please rate how confident you are able to... [Contribute to RUSA Update] ▼

Count of Please rate how confident you are able to... [Use ALA Connect for group work]

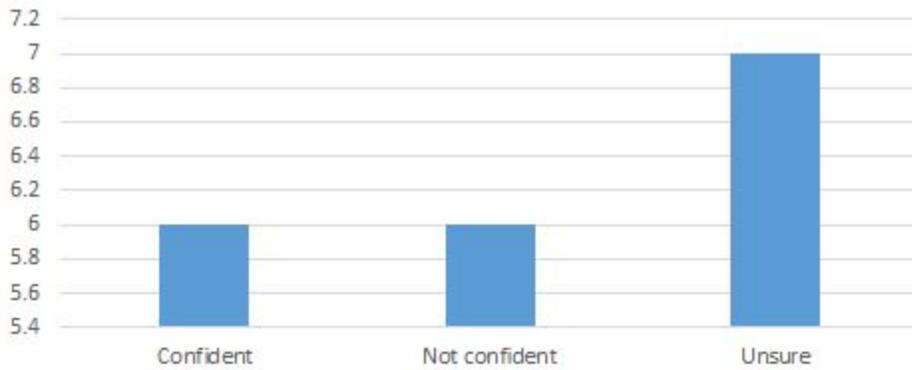
### [Use ALA Connect for group work]



Please rate how confident you are able to... [Use ALA Connect for group work] ▼

Count of Please rate how confident you are able to... [Put an issue on the RUSA Board agenda]

### [Put an issue on the RUSA Board agenda]



Please rate how confident you are able to... [Put an issue on the RUSA Board agenda] ▼