

TO: ALA Council

DATE: June 12, 2023

RE: ALA Conference Committee; ALA Council Orientation; Informational Update

ACTION REQUESTED/INFORMATION REPORT

Action requested from Councilors to cast their vote to:

- 1) Modify the charge of the ALA Conference Committee (see Appendix 1)
- 2) Modify the name, charge, and composition of the ALA Council Orientation Committee (see Appendix 2)

INFORMATION ITEMS TO REPORT:

- 3) Dissolution of AGSCLA, LITA, LLAMA, and ALCTS (see Appendix 3)
- 4) Resolution to establish policy monitoring oversight for the Executive Board (Appendix 4)
- 5) General Updates (see Appendix 5)
 - a. Operating Agreement policy document
 - b. Joint Working Group – Bylaws, Policy Monitoring, Committee on Organization
 - c. Committee on Organization roster, 2023-2024

ACTION REQUESTED BY: 2022-2023 Committee on Organization

CONTACT PERSON: Andrew K. Pace (andrewkpace@gmail.com), Chair

BACKGROUND: see attached Appendix 1 and 2 for action items.

APPENDIX 1:

Committee On Organization

Action Request Form

Date: 4/20/2023

Re: ALA Conference Committee Charge

Action Request (See types of requests in COO Guidelines; Note: Informational only requests does not need COO approval, however, action request form is needed for documentation):

Establish (e.g. *new MIG*) Discontinue (e.g. *end of MIG*) Renew (e.g. *renewal of MIG*)

Name Change (e.g. *changing name of Round Table*; Note: Informational Only)

Define/Change/Clarify (e.g. *function, committee structure, etc.*)

Request to Move (e.g. *moving from MIG to Round Table*)

Committee/Units Affected/Contact Name/Email:

ALA Conference Committee

Jennifer Ferriss, Chair

jferriss@sals.edu

Background: Provide any background information on program/issue under consideration, including why is this action necessary.

Since at least 2020, the process of appointing ALA Program Jury members for Annual Conference has resulted in a shorter time frame for the Chair and Committee members to thoroughly review the slate of programs.

Typical Annual Conference Proposal Timeline:

- Submission Site Opens: August
- Submission Site Closes: September
- Final Decisions: December
- Schedule of Sessions Announced: January
- Registration opens: February



EVENTS LibLearnX: The Library Learning Experience (LLX), New Orleans, LA, January 27-31, 2023
Annual Conference & Exhibition, Chicago, IL, June 22-27, 2023

DATE / VERSION June 24, 2022 v. 3

2023 LibLearnX	STARTING	ENDING	2023 ANNUAL CONFERENCE	STARTING	ENDING
CALL FOR PRESENTATIONS	7/8/2022	8/5/2022	CALL FOR PRESENTATIONS	8/1/2022	9/16/2022
JURY REVIEW (SITE OPEN)	8/9/2022	8/30/2022	JURY REVIEW (SITE OPEN)	9/28/2022	10/26/2022
PREPWORK & INTERNAL DISCUSSIONS	8/31/2022	9/21/2022	FINAL SELECTIONS DUE	11/7/2022	11/7/2022
SUBCOMMITTEE MEETING*	9/12/2022	9/12/2022	CONFERENCE COMMITTEE MEETING	TBD	TBD
FINAL SELECTIONS DUE	9/22/2022	9/22/2022	FINAL DECISIONS ANNOUNCED TO SUBMITTERS	12/19/2022	12/19/2022
PRELIM SCHEDULE PUBLISHED	9/30/2022	9/30/2022	PRELIM SCHEDULE PUBLISHED	1/23/2023	1/27/2023
CONFERENCE DATES	1/27/2023	1/31/2023	FULL SCHEDULE PUBLISHED	4/26/2023	4/26/2023
			CONFERENCE DATES	6/22/2023	6/27/2023

JUNE							JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S														
			1	2	3	4					1	2	1	2	3	4	5	6	4	5	6	7	8	9	10	1	2	3											1							1							1		
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	11	12	13	14	15	16	17	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26							
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	17	18	19	20	21	22	23	24	25	26	27	28	29	30
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	27	28	29	30										
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30																	
						31	31																					30	31																										
DECEMBER							JANUARY 2023							FEBRUARY 2023							MARCH 2023							APRIL 2023							MAY 2023																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S														
					1	2	3	1	2	3	4	5	6	7					1	2	3	4						1	2	3	4							1							1							1			
4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13														
11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20														
18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27														
25	26	27	28	29	30	31	29	30	31					26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31																	
																												30																											

Committee appointments begin July 1 of each year; most Round Table and Affiliate groups do not have their first organizational meeting until after Labor Day for various reasons. Academic and School library staff typically have the summer months off and public library staff are busy with their summer programs. Ideally the Jury needs to be in place and ready to review programs in September. Having 3-4 weeks to review programs enables volunteers to manage the workload and give each proposal the time it needs to think about what is presented and how it rates with the rubric. Rushing through proposals to meet a deadline is not desired and could result in readers fatigue.

In the past few years, the co-Chairs of the Committee, who are appointed from the ALA Conference Committee, have had up to 5 days to meet and review the jury results. At times they have also had to review proposals that did not have at least 3 reviewer scores. It is not an ideal situation. In 2022 we changed the timeline to allow for a longer selection process but due to the late onboarding of Jury Chairs, the work was still compressed.

Here are the timelines from the past few years:

2022

Jurors review: October 3 through November 1 (extended to Nov 14)

Chairs alerted not enough reviews: 11/9/2022

Final reviews made available to Chairs: 11/16/2022
 Chairs meet to review, select and submit slate of programs: 11/16/2022
 Final selections due to Conference Services: 11/18//2022
 Thanksgiving: 11/24/2022
 ALA Conference Committee Special Meeting to slot programs: 11/29/2022

2021

Jurors review: October 6 through November 3
 Final reviews made available to Chairs: 11/4/2021
 Chairs meet to review, select and submit slate of programs: 11/4/2021
 Final selections due to Conference Services: 11/5/2021
 ALA Conference Committee Special Meeting to slot programs: 11/16/2021

Solution:

One solution that would assist in the review process would be to have the ALA Conference Committee review and score programs. This Committee meets in the summer to review the Annual Conference evaluation and to get ready for the midwinter conference, LLX.

The ALA Conference Committee is currently composed of the following representatives:

- 1 representative from Executive Board;
- 1 Exhibits Round Table representative, appointed by ERT;
- 3 Division representatives, to be selected by the divisions in a manner which they jointly find appropriate;
- 2 Council representatives (1 at-large, 1 chapter), to be appointed by the President-elect
- 1 Round Table representative (excluding ERT), elected by Round Table Coordinating Committee;
- 1 representative from the RUSA Accessibility Assembly, appointed by the RUSA appointing officer in consultation with the Accessibility Assembly;
- 2 Association members appointed by the President-elect;

This group is well rounded but we would also welcome the ALA General Jury round table and affiliate representatives to fill in the gaps after their organizational meetings; if not sooner.

The ALA General Program Jury is currently composed of the following representatives:

- 10 roundtable representatives
- 4 ALA committee/office representatives
- 1 NACLO representative
- 1 ALA Conference Committee member who will chair the overall jury

The General ALA Jury composition rotates representatives from Roundtables and NALCo each year.

	2022	2023
Roundtable (10 representatives)	1. SSRT	1. SUSTAINRT

	2. EMIERT	2. RRT
	3. MAGIRT	3. GAMERT
	4. GODORT	4. FMRT
	5. LHRT	5. IRRT
	6. IFRT	6. LRRT
	7. LEARNRT	7. LIRT
	8. NMRT	8. RMRT
	9. SORT	9. LSSRT
	10. GNCRT	10. ERT
National Associations of Librarians of Color (1 representative)	BCALA	CALA

Currently there are 19 active roundtables. Recently the Coretta Scott King Book Awards Roundtable (CSKBART) was approved by Council. The Staff Organizations Roundtable (SORT) is currently inactive and the Exhibits Roundtable (ERT) has dissolved.

As Roundtables are created, merged or dissolved, the Rotation would have to be examined and modified each year by Conference Services staff.

The NALCo appointment rotates each year in the following order: AILA, APALA, BCALA, CALA, REFORMA, JCLC

Proposal: Provide detailed information on proposed action requested.

The ALA Conference Committee would like to add the following to the Charge of the Committee:

(6) To assist in identifying and reviewing potential major speakers and programs for all conference events.

If approved the Charge of the Committee will be:

1) To recommend additions and changes to [ALA Policy A.7 \(Conferences and Meetings\)](#) as appropriate; 2) To recommend policies to Council for the coordination and scheduling of conference programming and for simplification of meeting scheduling, including use of

technologies; 3) To recommend to Council policies guiding the selection of Conference and Meeting sites and dates; 4) To review recommendations of specific sites and dates prior to their presentation by Conference Services to the ALA Executive Board; and 5) To recommend to Council and to ALA staff a means for communications with the membership to hear their concerns about Conference and Meeting procedures and policies; and (6) To assist in identifying and reviewing potential major speakers and programs for all conference events.

Equity, Diversity, and Inclusion: Provide brief information on how your group, including this proposed action supports ALA's values on EDI (<http://www.ala.org/advocacy/diversity>).

By including the above proposed wording, it will allow for greater representation in conference jury selectors. With the Conference Committee's existing composition, in addition to the ALA Program Jury round table, the representation from Round Table and Affiliate groups would ensure that there is diversity amongst the selected proposals. This supports ALA's values on EDI through education and professional and leadership development, as the future ALA Program Jury (including potential members from the Conference Committee) will have more dedicated time to advocate for diverse presenters and educators and fulfill the continued needs of the profession with inclusive and accessible programs.

Submit form and accompanying document(s) to: Marsha P. Burgess (mburgess@ala.org) and Sheryl Reyes (sreyes@ala.org), ALA COO Staff Liaison

APPENDIX 2:

Committee On Organization

Action Request Form

Date: 4/27/2023

Re: Council Orientation Committee – Change of Charge, Committee name, and Composition

Action Request (See types of requests in COO Guidelines; Note: Informational only requests does not need COO approval, however, action request form is needed for documentation):

Establish (e.g. *new MIG*) Discontinue (e.g. *end of MIG*) Renew (e.g. *renewal of MIG*)

Name Change (e.g. *changing name of Round Table*; Note: Informational Only)

Define/Change/Clarify (e.g. *function, committee structure, etc.*)

Request to Move (e.g. *moving from MIG to Round Table*)

Committee/Units Affected/Contact Name/Email:

Council Orientation Committee / Council / Jules Shore / 7shore@gmail.com

Background: Provide any background information on program/issue under consideration, including why is this action necessary.

CD #27 during Midwinter 2020 moved Council Forum under the purview of Council Orientation Committee.

CD #27 during Annual 2021 included actions to change the Charge and Committee Makeup of the Council Orientation Committee. The charge was expanded to cover Council forum and add members to facilitate forum. The resulting charge is: To develop and carry out a mentoring and orientation program for new and continuing councilors, schedule and organize Council Forums to be held in conjunction with Council Sessions, and to select and arrange training for Council Forum Facilitators. The committee size was changed from 7 or 8 to 10.

CD #56 during Annual 2022 discontinued Council Forum

Proposal: Provide detailed information on proposed action requested.

I'm requesting three actions to bring the Council Orientation Committee's Name, Charge, & Composition in line with the current committee activities and to reflect the changes voted in by Council.

1. Orientation has one definition of 'a program of introduction for newcomers to a college or other institution.' (Google's English dictionary provided by Oxford Languages) For years we've expanded

'newcomers' to cover new and returning councilors.

With the pivot to online services during the pandemic and the addition of *Tune in Tuesday* and the *Governance Institute*, CoC has expanded our activities to providing continuing education about ALA and its Governance to all councilors. In accordance, I propose a name change to Council Training & Engagement Committee.

2. I propose the new charge read: To develop and carry out an ongoing training and engagement program for councilors. The addition of *Engagement* comes from requests of current councilors and ALA staff to include ALA Governance Staff. These changes reflect our goals of providing recurring virtual activities to both train council and keep it engaged in the big picture actions of the Association. For example, we just had two *Tune in Tuesdays* featuring chairs of the various Round tables telling attendees about their Round Tables. (Recordings available at <https://www.ala.org/aboutala/governance/council/councilrecordings#tune-in-tuesdays>)

3. Since the Committee composition was increased to 10 specifically for Forum Facilitators, I ask that we return to 7 members (including the chair) as before.

Equity, Diversity, and Inclusion: Provide brief information on how your group, including this proposed action supports ALA's values on EDI (<http://www.ala.org/advocacy/diversity>).

The Council Orientation Committee includes in our Council training and engagement, sessions on EDI, including, but not limited to, sessions on implicit bias, microaggressions, and general diversity. The Committee members are selected from volunteers of council and other interested members. These assignments are made by the Committee on Committees and the President-elect with diversity and representation in mind.

Submit form and accompanying document(s) to: Marsha P. Burgess (mburgess@ala.org) and Sheryl Reyes (sreyes@ala.org), ALA COO Staff Liaison

APPENDIX 3:

Dissolution of AGSCLA, LITA, LLAMA, and ALCTS

At the LibLearnX meeting, ALA Executive Board member, Libré Booker, raised a point of order objection to the dissolution of ASGCLA, ALCTS, LITA, and LLAMA, and the creation of CORE. According to the ALA Bylaws, such a dissolution requires two consecutive votes of ALA Council. However, the two votes took place at Council II and a special meeting following Council III at ALA Annual Conference 2020. Since Council III took place between the two votes, the meetings to dissolve were not actually consecutive.

The COO chair, Andrew K. Pace and the Bylaws Chair, Brian Schottlaender, met with ALA's parliamentarian and shared the following with the ALA Executive Board Chair and ALA President, Lessa Pelayo-Lozada:

It is our considered opinion that:

inasmuch as then-Parliamentarian Eli Mina counseled then-President Wanda K. Brown that Councils I-III that took place during the virtual ALA Annual 2020 constituted a single meeting (not three consecutive meetings); and

inasmuch as Mr. Mina counseled Ms. Brown that a Special Meeting therefore needed to be scheduled in order to take the second required vote to create a new ALA Division (Core) and dissolve four ALA Divisions (ASGCLA, ALCTS, LITA, and LLAMA); and

inasmuch as nobody present at that time registered a "point of order" objection to the vote being taken in a non-consecutive manner;

therefore the vote taken at the Special Meeting on June 27, 2020, was an "in-order" action of Council.

It is the opinion of the Bylaws Committee and the Committee on Organization that the presiding officer, the ALA parliamentarian, and the Council acted in good faith, and that this technicality should not have an adverse effect on the good-faith effort of ALA's governing bodies. The dissolution of ASGCLA, ALCTS, LITA, and LLAMA, and the creation of Core should stand.

APPENDIX 4:

Resolution to establish policy monitoring oversight for the Executive Board

At the LibLearnX Conference, [2022-2023 ALA CD#53](#) it was resolved that ALA Council:

directs the Committee on Organization to create and maintain a process for reporting deviations from Association policies to Council with the goal of enabling council to conduct its oversight role over the Executive Board.

After discussion with the ALA Parliamentarian and amongst the committee, COO decided that this is direction is 1) outside the scope of COO's charge; 2) bad parliamentary practice for a Council Committee to be given Executive Board oversight responsibility; and 3) Additional "oversite" is redundant— Executive Board and Council have separate spheres of duties; under Article IV, section 1, Council is the policy making body, and it has the power to monitor and enforce adherence to association policies; under Article III, section 2, the Executive Board manages the affairs of the association. Council and Executive Board's powers (and limitations) are established and defined by our governing documents.

As such, COO respectfully declines the Council directive to create a Board oversight process and suggests that if Council wants to ensure such oversight that Council itself should be responsible for defining, debating, and approving a process that can be codified into ALA Policy.

APPENDIX 5:

General Updates

a. Operating Agreement policy document

The COO chair consulted with the ALA Treasurer to discern the current status of the Budget Review task group recommendations and the Operational Practices review. Work in both areas continues. Because of this, COO will not be bringing forward the Operating Policy language changes until a more substantive update on those activities can be shared with ALA Council. In the meantime, COO will continue to steward the policy document until the task group is ready for a Council discussion and vote.

b. Joint Working Group – Bylaws, Policy Monitoring, Committee on Organization

COO will participate along with members of the Policy Monitoring Committee and Bylaws Committee on a joint working group with a charge to revise the ALA Policy Manual to include recommended policy insertions from the adoption of the General Revision of the ALA Bylaws. ALA anticipates that this work will be ongoing through LibLearnX 2025.

The COO volunteers for the joint working group are:

1. Mary Rzepczynski
2. Andrew Pace
3. Carl Harvey

c. Committee on Organization roster, 2023-2024

The Committee on Organization is perpetually grateful for the hard work of its volunteers. With a new appointment year looming, COO is pleased to welcome a few new and re-appointed members. And we bid a fond and grateful farewell to those members whose terms are expiring.

Rolling off: Megan Garrett, Alesia McManus, Jim Neal, Emily Wagner, Harriet Wintermute.

Newly and re-appointed: Kim DeNero-Ackroyd, Rhonda Gould, Mike Marlin, Kary Mitchell, Renna Tuten Redd, Mary Rzepczynski, Rachel Wells (Associate).

Continuing: Sam Boss, Emily Clasper, Carl Harvey II, Andrew K. Pace (chair), Jeffrey Sundquist, Amy Swartz (Associate), Amber Williams.