

SLIS Alumni Board – meeting minutes

December 10, 2013

The SLIS Alumni Board meeting was called to order at 6:30 p.m. in the Columbus School of Law Stone Room. In attendance were: Chris Corrigan (presiding); Rob Schneider; Ana Elisa de Campos Salles; Mark Brzozowski; Katherine Stinson; Elizabeth Mariani; Jean Lee; Carter Rawson; Bill Kules; and Kathy Kelly.

At Chris Corrigan's request, Elizabeth Mariani introduced herself, noting she graduated from HIT last year, now works as Systems Analyst in Technology Services at CUA. Board members who were not at the last meeting introduced themselves to Elizabeth.

Review of Previous Minutes

The minutes from the November 14, 2013 meeting were approved with edits.

Webpage/Email Updates

Kathy Kelly noted that the approved October 2013 meeting minutes had been posted on the Alumni Board Documents page (<http://slis.cua.edu/alumni/Documents.cfm>); that some November updates had been submitted for posting on the LIS web site's Alumni News page (<http://cuaslis.org/wp/november-2013-alumni-news/>), and that she was still seeking December updates.

Old Business

Committee Reports

Tech committee – Bill Kules and Mark Brzozowski met to discuss technical issues. Bill said that Adobe Connect is the web conferencing tool which the department uses for classes and meetings; he just learned that Tech Services is planning on getting a new system in place sometime around January. We are not sure what system it will be yet. We'll be able to use them for meetings like this. The issue with Adobe is that they don't want to bring in any new licenses since they're transitioning away. We can use an account Joan Weeks has, and she can set us up as a guest. Web conferencing will be an option moving forward.

Mentoring Committee

The program for January 22 is on with Kim Zablud, Manager of Special Collections Division at the DC Public Library (DCPL), DCPL's Leslie Griffin, and Pat Brown from DC Public Schools. We don't have word yet if Pat Brown will have her HR rep with her. Chris Corrigan will follow up with her. April may feature someone from the Health Information Technology (HIT) library field. Bill talked with someone at University of Maryland University College (UMUC), which has a similar program to our HIT program. It may be a good networking opportunity. Rob Schneider raised the question of when Board committees break off and make recommendations, if should we be voting on them, or should we just roll with them. Rob also noted that the speakers we have in the mentoring series are really making a difference in DC.

Report from Carter in regard to CPIT and old Board Contact Information

Carter Rawson contacted Technology Services to modify recipients for cua-slis-alumni-board@cua.edu address, which is going away; the new one is lis-alumni-board@lists.cua.edu. He explained that the old address has been retained and will forward to the new Board list. The old list was for Board communication, votes, etc. Chris asked if preferred email addresses are in there. Carter said he

forwarded it to Rob and will send it to the rest of us.

Christmas Party 2013 Updates and Developments

Chris described the party room diagram for the Przybyla Great Room C, noting the room can be divided into 3 smaller ones. The section on left is Great Room C; he asked for two extra tables next to the bar, one for our raffle, and a place to sign the ALA Declaration for the Right to Libraries. He gave thanks to Rob for going to Unwined and purchasing the alcohol. He'll seek reimbursement for the portion consumed during the party. Chris will provide a credit for the DC Library Association (DCLA) Banquet in May (this year's speaker is the Librarian of Congress), and others will look into asking for mugs from the LIS office, or items from the CUA bookstore. Rob urged members to bring in swag from the bibliosphere. We're using the raffle as an opportunity to collect money for Filipino typhoon Haiyan relief. Chris moved we make donations to whatever fund is a library supportive charity in the Philippines. Carter seconded.; the motion passed. Elizabeth Mariani will look into borrowing decorations, and Mark will help with cleanup. Katherine Stinson noted that Louise Gray is also good with decorations. Chris will bring his iPod for holiday music. There will be a name tag table outside the door, a food table, a bar table, and a table for raffle, and a table for the Declaration. There will also be standup reception tables. Dean Poos and Bill Kules will speak. Rob can bring tea lights. Mark said it's helpful to call Facilities to make sure things are set up in time. Chris met with Louise Gray about food, Aramark is providing some, but we will get several trays of vegetable and dip. Chris said we didn't ask for RSVPs since we didn't do that last year. We need to buy cups and napkins. We will coordinate with ALA's Philippines Library Relief Fund with the donations from the raffle. Jean will bring name tags. Board members will try to arrive by 5:30 to help set up.

New Business

Recruiting Students

Bill Kules brought up the topic of outreach and marketing for recruiting for students. He noted we're scheduling online information sessions through Adobe Connect, and a few on-site sessions. Could someone represent alumni? On site ones may be in the evening or on a Saturday. Online sessions are during lunch hours. The next one will be a January 15 online session at noon, and January 16 as an on campus session from 5:30-7:00 p.m. We'll have these over the course of the spring, and Bill will keep us informed. There will an online session monthly, 2 or 3 on campus per semester, and 2 or 3 at other sites over the course of the semester. Our enrollment has dropped this semester; it's happening across the university, across grad schools, and across LIS schools. Bill is making outreach a priority. By Christmas break, he'll have a schedule for the spring, and will send it to Chris. Mark asked if there could be a way to make an appointment with someone via Adobe Connect. Bill said we do have an online link to a registration form for the sessions. Rob suggested we could ask other alumni outside the Board to participate.

Accreditation

Chris asked about our accreditation process. We successfully re-accredited during summer 2009. The next visit will be spring 2016, and next decision summer 2017, because we're on a 7 year cycle. In the fall LIS will prepare our preliminary package. It looks into all ALA accreditation standards in depth. We respond in detail to each standard to provide an in-depth review of our program in those areas. We will reach out to alumni, students, adjunct faculty, and other parts of community to collect input, gather data, and help with data analysis and writing of sections. The last time this happened was in 2007. We had a number of alumni serving on a Steering Committee which read the drafts; other alumni helped with data collection and analysis. This spring we will be figuring out what data we need to collect to use as evidence to show we are meeting all aspects of accreditation standards. Late spring or summer

we will implement the data collection. We'll spend a year writing it up. October 2015 we'll send our complete draft to ALA, they'll send feedback, then we send complete final draft in spring. Then ALA will do a site visit during spring 2016. That group writes a report to the ALA Committee on Accreditation, which makes a decision in summer 2016.

Raymond Von Dran Award 2014

Chris Corrigan noted that it is time to start thinking about how we'll prepare for the Raymond Von Dran Award for 2014. It goes out to a notable alum who has demonstrated innovation, collaboration, and leadership in his or her career. We usually send out call for nominations during late January. This year's lecture is April 4th. We send the word out with a deadline with time for us to review them, and time to notify the winner. Nominations call needs to go out in early January, from around January 6th to February 6th. We can evaluate nominations during our February meeting.

Other New Business

New Alumni Board Name – SLIS to LIS?

The Board reiterated that Chris would make an announcement at the Christmas party about the proposed name change of the SLIS Alumni Association to the LIS Alumni Association, which would note that an email would soon go out to obtain votes for or against, as called for in the SLIS Alumni Association Constitution [Article 4].

We will use Google docs for voting. All that's required is a simple majority of those who vote. When offering a ballot question, language can't be leading language. The Board presents X, and asks do you agree or disagree.

Next Meeting

The Board agreed that the next meeting would be Tuesday, January 14, 2013 at the LIS Room 315 in the Columbus School of Law at 6:30 p.m.

The meeting was adjourned at 8:10 p.m.