

ACRL/NEC Board Meeting Minutes

Tuesday, September 29, 2015 – 9:30 a.m. – 1:00 p.m.
UMass Amherst, W.E.B. Du Bois Library, Room 2601 Amherst, MA

Present:

Dave Bretthauer – *President*
Jessica Adamick – *Treasurer*
Amanda Scull – *NELIG, Co-Chair*
Phil Waterman – *Past-President*
Sarah Hutton – *Communications Committee, Co-Chair*
Kim Maxwell – *ERMIG, Co-Chair*
Alan Witt – *Secretary*
Nancy George – *Scholarships & Awards Committee, Co-Chair*
Laura Hanlan – *Vice-President/President-Elect*
Brittany Sinclair – *Finance Committee, member*
Kirstin Kay – *Chapter Archivist*
Laura Barrett – *State Representative, NH*
Dawn Emsellem – *Scholarships & Awards Committee, Co-Chair*
Naka Ishi – *Guest (Science boot camp)*
Maxine Schmidt – *Guest (Science boot camp)*
Paulina Borrego – *Guest (Science boot camp)*

Attending Virtually:

Andrée Rathemacher – *SCIG, Co-Chair*
Kate Fuller – *State Representative, CT*
Michael Cerbo – *Constitution and Bylaws Committee, Co-Chair*
Joel Atkinson – *ASIG, Co-Chair*
Peter Cochrane – *Membership Committee, Co-Chair*
Laura Kohl – *State Representative, RI*
Mark Clemente – *SCIG, Co-Chair*
Nancy Dennis – *WGSIG, Co-Chair*
Sam King – *ITIG, Co-Chair*
Melissa Behney – *Leadership Development Committee*
Lisa Richter – *State Representative, MA*

Absent:

Karl Maria Fattig – *State Representative, ME*
Patrick Hartsfield – *Constitution and Bylaws Committee, Co-Chair*
Amy Galante – *Social Media Manager*
Kelly A. LeMeur – *NELIG, Co-Chair*
Martha Kelehan – *CDIG, Co-Chair*
Marianne Thibodeau – *Membership Committee, Co-Chair*
Nikki Krysak – *State Representative, VT*
Galadriel Chilton – *ERMIG, Co-Chair*
Eleta Exline – *Nominations Committee, Chair*

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1. WebEx Testing and introductions

Dave called the meeting to order at 9:40 am. Introductions were made around the table, and WebEx set up.

2. Announcements

Announcements: In late July Dave received a layoff notice, effective next July. He will continue to serve out his term as President for ACRL-NEC.

3. 2015-2016 budget review and approval

- Mike worked with Jessica to estimate the possible revenue from the annual conference.
- Peter mentioned that the estimate of potential members at \$3000 is probably going to be lower because of the change in timing for membership renewals.
- Nancy George moved, Alan seconded to approve the 2015-2016 Budget
 - Motion passed unanimously

4. Collaboration offer from the Massachusetts Library System (MLS)

- Phil: The system collaborates with all libraries across Mass, Kelly Woodside wants to increase collaboration with Academic libraries. She has met with Phil. Idea: assessment in action (AIA) program from ACRL national, which 18 institutions in NE have participated in. (They did poster presentations at ALA San Francisco, it went really well). Idea; local institutions have presentations on their projects. We would hold it in MA somewhere and it would be open to all of NE librarians. Possibly get a national speaker from ACRL (we get one freebie). Joint marketing with MA Library System.
 - Event would most likely be free to attend. That's the norm for them.
 - We would be paying for the keynote speaker (honorarium, travel).
- MLS explanation: there used to be a bunch of regional consortiums (6), joined them all together into one. That morphed into the one. Greg Pronovitz is now the head. Still focuses on public libraries, but it is inclusive. They provide resources, training, etc.
- Another additional program would be a webinar focusing on the frameworks. This is a possible area of cooperation.
- Phil will continue the conversation with Kelly and pursue this. The board is in favor.

5. Conference Site-Planning Committee report

- Phil: The Conference Site Planning committee met in August, with much enthusiasm. The Past president will always be chair.

- The CSPC are looking to experiment with rotating the conference yearly. 2017 will be in Vermont. They will coordinate with the State Reps for location planning. Each member is scouting out sites in the various states and speaking to local associations. Nancy George: Will you be reaching out to non-ACRL associations who are nearby for marketing? Phil: Yes.
- Virtual conference sites will move as well to compensate for the location changes.
- Location planning will also focus on looking for satellite benefits in locations, such as extra things to do in the area.

6. Complimentary ACRL e-Learning webcasts

- There are 2 complimentary webcasts per year, produced by ACRL national. This would be an opportunity to provide for our membership. There would only be one group pass, so the event would be restricted to a single location. We need someone to follow up and work on planning. If people would not be able to make the event, recordings will be available afterwards.
- Sarah Hutton volunteers to follow up on this as communications co-chair.

7. Scholarships – discussion of preferences and policies

- We've discovered that some people who have won the scholarships have institutional support for attending a conference. There is a need to clarify our policy.
- The history of the scholarship was that initially the money was seen as fungible, and would support professional development for other librarians. Lately the committee has gone in the other direction; the statement on the application is "Preference will be given for applicants without institutional support, but all applicants are welcome."
- In terms of immersion and the Christine Drew scholarship, it makes more sense to weight institutional support higher because applicants are already reviewed by the Immersion committee.
- The question is what the intent of each scholarship was when they were created. Nancy: The original intent was to fund people who had very little money from the institution.
- Alan: Perhaps include a question about financial situation should be included in the essay itself rather than an extra item on the application.
- We should also include the state reps in the publicizing process.

8. Science Boot Camp collaboration possibilities

Guests: Naka Ishi, Maxine Schmidt, and Paulina Borrego

- The boot camp started as a UMASS thing and then expanded beyond the borders.
- Usually the schools would kick in funds. The goal was to keep it affordable and cheap.
- The financial base was a grant from the National Libraries of Medicine. Since that one year where they were in the red, they've been in the black. That grant, however, is now over. Donna Kafel tracked this stuff for them, but she can't do it anymore because the money is gone.

- Another issue is the medical school accounting office handled the disbursement and collection of funds. Works well for internal transfers in the UMASS system. Did not work well with UConn.
- They are also talking to the Boston Library Consortium about this as a possibility.
- The reps feel that they can pick up the oversight. They will have their 2016 event at Dartmouth, minus the video part.
- They typically broke even minus the cost for video. UMMS hired their own videographer.
- They're not asking for cash support; they need administrative support and an umbrella organization.
- This would be a massive commitment because the event is in June, the end of our fiscal year. It's usually about 60 registrants from all across NE.
- There are other boot camps, but the MA one was the first, the original.
- Phil suggested MLS as another possibility for hosting.
- 7 institutions are currently sponsoring, vendors are eager to join up.
- Mike mentions the possibility of bundling vendor sponsorships at a slight discount, so that probably won't detract from the number of vendors for ACRL NEC
- The board has decided to explore further and get back to them.

9. Open Access Journal committee recommendations

- Recommendations are:
 - Niche: Aggregation and presentation of conference materials
 - Content: Will be mainly conference presentation materials, with the future possibility of student papers
 - Format: Multimedia, online.
 - Hosting: Institutional, through an established repository.
- Action items assigned by the Board: check on ELIS (eprints repository), regional depositories, consortial repositories, and report back at the next board meeting as alternatives for hosting.
 - The worry is that the requirement by the hosting college that an employee be involved in the editing would jeopardize the hosting.
- Thanks were given to all the committee members

10. Discussion of NEASC/CIHE Draft Revised Standards

- Phil will send out a couple of documents to everyone, considering the NEASC and ACRL's position of simplifying the standards. These are a PowerPoint with relevant slides and a discussion document, and the revised standards.
- Dawn: Talked to Barbara Kenney; the purpose of the meeting is to explain the changes and to ask questions.
 - Questions: What kind of people were chosen to be on these meetings, Is there a full understanding of learning commons vs. Libraries, We can ask: how can libraries self-assess themselves with such vague recommendations. Do

assessment bodies assess how effective their standards are for achieving student success.

- Level 1:
 - ACRL: Primary goal to get Information Literacy and Library services integrated throughout, and they feel that they have accomplished that with these standards.
 - But the emphasis on information literacy is not substantive.
- Level 2:
 - How significant are these? Some institutions use different standards.
- Advocacy problems. Also, if it's washed out throughout the standards, where does assessment come in? Do we lose influence because library topics are filtered throughout?
- Perhaps we could ask for recommendations from regional groups.
- The next step for the Board is to compile a list of questions that emphasize the core missions of libraries, specifically tailored to their focus.
- The State reps will collect the documents together and have them reach out to local libraries and compile a list of questions/messages.

11. Discussion of Budget/Reimbursement policies

- Do we still need 45 day lead time for voting on budgets?
- Motion by Sarah Hutton to change the Manual page IV:7 (Budgets and Finances) from "forty five (45)" to "twenty one (21)" in regards to the lead time for voting on budgets. Nancy George Seconded.
 - Motion passed unanimously
 - Point of order: Quorum not present.
 - Motion deferred to online voting.
- What is a "Workshop"? "Workshop Leader"? [It seems the standard for honorarium, beyond whether or not the presenter is a member, is level of preparation effort.]
 - Clarification will be provided at the next meeting.

12. Report on the process in creating a new Logo for the website.

- Currently moving ahead step by step. Kirsten, Sarah, and Eleta are working on this; they are focusing on the logo aspect.
 - The goal is to have a new logo available for January for branding. Kirsten drafted a project plan with steps; one of the first steps was a project description to give to designers to codify background information on us, our audience, what describes us, what we aspire to.
- Next step is to get a set of prospective designers and to compare their processes. We will end up focusing on the experts as the final decisions rather than design by committee.

The meeting was adjourned at 12:57pm

Respectfully submitted,

Alan Nicholas Witt

ACRL/NEC Secretary 2014-2016

Online voting between July 16th and September 29th, 2015:
No online votes were completed during this time period.

BOARD REPORTS

Treasurer's Report to the Board

ACRL New England	
Profit and Loss	
July - September, 2015	
	Total
Income	
Total Income	
Gross Profit	\$ 0.00
Expenses	
ACRL NEC Annual Conference	680.39
ACRL NEC Board Meetings	1,375.81
ASIG Expenses	739.80
Insurance	2,584.00
Leadership Development Committee Expenses	906.00
NELIG Expenses	170.00
Office/General Administrative Expenses	478.71
Scholarship/Awards Committee	2,365.71
Total Expenses	\$ 9,300.42
Net Operating Income	-\$ 9,300.42
Other Income	
Interest Income	0.56
Total Other Income	\$ 0.56
Net Other Income	\$ 0.56
Net Income	-\$ 9,299.86
Wednesday, Oct 07, 2015 12:02:13 PM PDT GMT-4 - Cash Basis	

ACRL New England	
Balance Sheet	
As of September 30, 2015	
	Total
ASSETS	
Current Assets	
Bank Accounts	
3 Month CD (XXXXXX 8643)	7,413.91
Business Green Checking (XXXXXX 3818)	52,822.21
Total Bank Accounts	\$ 60,236.12
Total Current Assets	\$ 60,236.12
TOTAL ASSETS	\$ 60,236.12
LIABILITIES AND EQUITY	
Total Liabilities	
Equity	
Opening Balance Equity	68,770.28
Retained Earnings	765.70
Net Income	-9,299.86
Total Equity	\$ 60,236.12
TOTAL LIABILITIES AND EQUITY	\$ 60,236.12
Wednesday, Oct 07, 2015 12:03:37 PM PDT GMT-4 - Cash Basis	

Respectfully submitted,

Jessica Adamick

***State Representatives Group Report to the Board
September 28, 2015***

- The various representatives have held 3 meetings so far for this year:
 1. 1 at the July retreat
 2. 2 virtual meetings in September
- Plan to meet virtually monthly taking turns facilitating
- We are tracking our documents in a shared Google Drive folder
- We sent an introductory email to the ACRL NEC member list serv - 9/28/15
- Each rep will send an introductory email to state specific groups as well

- We began identifying regional groups to reach out to as well as which outreach projects we will take on for the year
- We have 2 questions to the Board to assist us as we move forward:
 1. What is our history with making contact with NELA? Is this already established?
 2. What does the board see as the priority for the state rep. role to focus on?

Respectfully submitted,

Karl Fattig, Maine - kfattig@bowdoin.edu

Kate Fuller, Connecticut - kate.fuller@uconn.edu

Laura Barrett, New Hampshire - laura.barrett@dartmouth.edu

Laura Kohl, Rhode Island - lkohl@bryant.edu

Lisa Richter, Massachusetts - lisa.richter@bristolcc.edu

Nikki Krysak, Vermont, nkrysak@stjacademy.org

COMMITTEE/SIG REPORTS

Leadership Development Committee

Fall program budget is pending Board approval. Four speakers will provide an interactive seminar on “Cultivating Careers - Yours and Your Team.” The focus will be on professional development planning and alignment with institutional and organizational goals in order to build capacity at all levels of the organization. The program will be held on November 6, 2015 at Tower Hill Botanic Garden.

Respectfully submitted,

Melissa Behney, Co-Chair LDC

Tracey Leger-Hornby, Co-Chair LDC

Membership Committee

2015 Local Membership (*all members self-identify their registration type*):

- As of 9/27/2015 – there are **135** paid local members.
 - Membership Breakdowns:
 - **23** new members
 - **93** renewing members
 - **7** library paraprofessional members

- **12** library student member
 - **0** retiree
- SIG Chairs were e-mailed their list of current members that selected to join their SIG for the 2015-2016 membership year.

UPCOMING/ONGOING PROJECTS:

1. Completing confirmation of Board Members as either local or national members for the current member year.
2. 2014-2015 Event participation: local vs. national member attendance rates.

Respectfully submitted,
 Peter Cochrane & Marianne Thibodeau
 Membership Committee Co-Chairs

Scholarships and Awards

Continued discussion regarding institutional support of ACRL National and Christine Drew Scholarships.

Nancy George and Dawn Emsellem

Conference Planning Committee

**Conference Site Planning Committee Report
 September 29, 2015**

The newly formed Conference Site Planning Committee held its first meeting on August 21st at Assumption College. In attendance were committee members Chelsea Hanrahan (N.E. College), Amy Lewontin (Northeastern), Susan Souza-Mort (Bristol Comm. College) and Phil Waterman (Assumption). Bob Scheier (Holy Cross) was unable to attend. Also in attendance was Laura Hanlan (WPI), the Conference Planning Committee Chair.

Procedures and Documentation

We discussed what our procedures should be for carrying out the principle task of the committee, which is to research, choose and book a conference venue at least 12 months in advance of the conference date. Procedurally, we felt that regional representation on the committee should be encouraged, but not required, and that the chairs of the Conference Planning Committee and this committee should attend each other’s meetings on an as needed basis.

Conference Location

The committee discussed where the conference should be held each year, and we believe it’s in the best interest of the chapter and its members if we rotate the location throughout the New England states. This will support the chapter’s outreach efforts to northern members.

Committee members will begin researching potential venues in each of the six New England states, and were assigned specific states or regions. We will research where other library organizations have held conferences in their regions and what their experiences have been.

We would like to hold the 2017 conference in Vermont and 2018 in Connecticut.

Venue Criteria

The committee came up with an outline for the basic criteria for a suitable venue. These criteria include location, attendance capacity, number of session rooms, vendor space, parking and cost.

We assume any venue we consider will have food service and typical technology capabilities. For the virtual conference portion, we will contact the vendor we have used for the past two years to see what states they would cover and at what cost. We'll also research other potential vendors.

Submitted by
Phil Waterman
Chair, Conference Site Planning Committee

NELIG Report

Kick-off and Planning Meeting held July 22, 2015 at WPI

This meeting was the official hand-off of duties from the outgoing officers (Adam Williams, Co-Chair; Rob Walsh, Co-Chair; Laura Hooper, Secretary) to the incoming officers (Amanda Scull, Co-Chair; Kelly Lemeur, Co-Chair; Maura Keating, Secretary; Susan Souza-Mort, Co-Chair Elect; Eric Shannon, Co-Chair Elect; Rebecca Ziino, Secretary Elect).

We discussed the survey results presented at the ACRL retreat about reaching out to community college librarians, library science students, and library paraprofessionals through programming. The decision to hold Fall program at Bristol Community College came from this discussion.

We also discussed division of duties at this meeting. Amanda Scull will be fulfilling most co-chair responsibilities during the fall as she will be out on leave during the spring; Kelly LeMour will take over most co-chair responsibilities in January through the end of the term.

Planning for the fall program and early discussions about the Annual program began at this meeting.

Planning Meeting, September 2nd, 2015 and Fall Program

The NELIG board held a virtual meeting to finalize all of the details for the fall program. Fall program will be held on October 9, 2015 at Bristol Community College in Fall River, MA from

9:00-12:00. The topic is “Copyright and Open Educational Resources – What, Why, and How!” Presenters will be Irene McGarrity of Keene State College and Robert Rezendes of Bristol Community College, followed by round table discussions and workshops relating to the use of OER.

There is no registration fee and the only anticipated expense for the program is the cost of providing light refreshments. Registration is capped at 50 and is currently half full; we will be sending out another registration push late this week.

Submitted by Amanda Scull, NELIG Co-Chair

Collection Development Interest Group and Electronic Resources Management Interest Group (CDIG & ERMIG) Report

We’ve been working together on our Fall Program. We sent out a Call for Proposals in late July, and received about a dozen responses. From them, we have created what we think is going to be a great program. Here are some details from the Call:

TERMS of Engagement: Managing Collections and Electronic Resources Lifecycles

- A free, one-day program hosted by ACRL New England Chapter’s Collection Development Interest Group (CDIG) and Electronic Resources Management Interest Group (ERMIG)
- Wednesday November 18, 2015, 10am-1pm, Sherrill Library, Lesley University, Cambridge, MA; free breakfast and registration 9:30-10am; optional dine-around lunch and networking 1-3pm
- The 6 Techniques for Electronic Resource Management (TERMS) give us a common language to share, explore, and evolve our work of acquiring and managing academic libraries’ e-resource collections. Using TERMS as a program framework, ACRL NEC CDIG and ERMIG seek presentation topics of varying lengths around one or more of the 6 TERMS.

Registration should open on Monday 9/28, at which point full program details will be announced as well.

Respectfully submitted,

Martha Kelehan Co-Chair CDIG

Susan Raidy-Klein, Co-Chair CDIG

Galadriel Chilton, Co-Chair ERMIG

Kim Maxwell, Co-Chair ERMIG

Scholarly Communication Interest Group (SCIG) Report

The SCIG is partnering with the “New England Copyright Crew” to offer, as our fall program, TWO two-day copyright workshops.

One workshop will be held at UMass Boston on December 1-2, and the other will be held at UMass Amherst on December 15-16. Attendees will have the option of attending one or both days.

The first day is a “Foundational Copyright” session including the basics about what copyright is and what it covers; an introduction to fair use; a review of copyright law’s particular provisions for those working in Libraries in academic settings; and an introduction to licensing and its relationship to copyright, including Open Access, Creative Commons, and contracts.

The second day is for “Advanced Copyright Topics,” including a deeper dive into scholarly publishing issues, e.g. author contracts, making use of Creative Commons licenses, supporting journals in the campus repository; an intensive look at licensing in the library setting; and some discussion of the orphan works/public domain challenge.

The New England Copyright Crew includes Laura Quilter (Copyright and Information Policy Librarian, UMass Amherst), who spearheaded this approach last year at UMass, Kyle Courtney (Copyright Advisor, Harvard University), Ellen Finnie Duranceau (Program Manager, Scholarly Publishing, Copyright & Licensing, MIT Libraries), and Joan Emmet (Licensing & Copyright Librarian, Yale University).

We are still working on a budget, but meanwhile plan to send out a “save the date” announcement soon.

Given that there are two events, each having the option of one or two days, I expect that our Eventbrite setup will be more complicated than normal. We look forward to Kerry Vautour’s expert assistance.

Respectfully submitted,

Andrée Rathemacher
Mark Clemente
SCIG Co-Chairs
Julia Lovett
Emily Kilcer
SCIG Vice-Chairs

Supplementary Materials

Complimentary ACRL e-Learning webcasts

[Dave:] I am seeking a volunteer to follow up on this email to see:

1. Can we get a list covering more than the next two months (very short lead time to plan a regional event)
2. Since “Your group registration allows you to project the Webcast to participants in the same location,” Can we have access to a recorded event for a different date?
3. Could we piggyback a webcast with another meeting, such as a SIG event or Board meeting?
4. Survey membership to find the webcasts which would be most useful.

From: acrlchptr-request@lists.ala.org [mailto:acrlchptr-request@lists.ala.org] **On Behalf Of** Chase Ollis

Sent: Wednesday, September 23, 2015 9:55 AM

To: acrlchptr@lists.ala.org

Subject: [ACRLCHPTR] Invitation for ACRL chapters: complimentary ACRL e-Learning webcasts
Dear Chapter Council members,

As you may know from Chapters Council discussions, we have been exploring ways that ACRL can support the chapters. From membership surveys, we know that professional development is important to members of the academic and research library community and that members prefer local opportunities for professional development. One idea that seemed to resonate was access to ACRL’s e-learning events.

ACRL is pleased to continue to offer each ACRL chapter **complimentary access to two ACRL e-Learning webcast group registrations per year**. We encourage your chapter to use this Webcast as an opportunity to engage chapter members in a face-to-face event. Offering a Webcast as a chapter event can expose members to new ideas and trends, foster discussion, and encourage networking among your chapter members.

About ACRL e-Learning webcasts

ACRL e-Learning webcasts are 60-90 minutes in length. Webcasts take place in an Adobe Connect online classroom and are designed to encourage interactivity and active learning. Technical requirements include a computer with an Internet connection and speakers. ACRL e-Learning webcasts are recorded and access to the archived recording will be provided a few days after the live event.

Upcoming webcasts

The current list of scheduled ACRL e-Learning webcasts is [available online](#). Additional webcasts are continually added to the schedule.

How to redeem your complimentary webcasts

Your complimentary webcast registration can be redeemed for ACRL e-learning webcasts offered between October 1, 2015 – August 31, 2016. Review the [webcast schedule](#) and e-mail Margot Conahan at mconahan@ala.org with the name of the webcast(s) you want to participate in at least three business days before the live event. We will register your chapter for the webcast and send the log-in details to your chapter contact one business day prior to the live webcast. With your chapter’s group registration, one person must login and keyboard

during the event. Your group registration allows you to project the Webcast to participants in the same location.

We look forward to your participation. Thank you again for your contribution to ACRL and the profession!

Chase Ollis

ACRL Program Coordinator

collis@ala.org

NEASC/CIHE Draft Revision of Standards

Mary Ellen Davis' last statement:

Dear Colleagues,

Thank you for keeping me posted on your discussions. I have reviewed the NEASC draft standard more closely and consulted with the ACRL leadership about the issue of library representation in regional accreditation standards.

While it is understandable to be concerned about the removal of a special section devoted to libraries, I'd like to suggest another perspective. Information literacy, which ACRL and librarians have championed for several decades as a critical component of student learning, is now infused throughout the accreditation standard. This is a significant achievement!

You may recall that just 25 years ago we were struggling to have information literacy acknowledged as a legitimate learning outcome. The draft standard includes information literacy along with independent learning, student achievement, and critical judgment in Standard Four: The Academic Program.

Our research has found that the trend in regional accreditation standards is to address student learning from a global perspective. ACRL's [Library Standards for Higher Education](#) (2011) recognized this shift: "Trends in the accreditation process affecting libraries include an emphasis on using assessment results for continuous improvement; full library integration into the academic endeavor; **a move away from a separate library standard within the overall accreditation standard**; a focus on outcomes and benchmarking; recognition of information literacy as the catalyst for the library's educational role; the library's support of all student learning outcomes, not just those overtly library-related; an alignment of library and institutional missions; and a need for multiple forms of assessment and documentation."

A few years ago ACRL convened a summit of administrators, librarians, institutional researchers, and accrediting agencies representatives and the accreditors present were quite blunt in stating that the bottom line is student learning. The draft NEASC standard clearly reflects that value and emphasis on student learning. I notice that no other department or service has a special standard in the NEASC draft. Information resources, information literacy, and library services are encompassed throughout the standard (e.g., 4.12, 4.15, 4.19, 7.19, 7.20, 7.21,7.22). The NEASC draft standard seems to be part of the transition to more holistic standards and follows a national trend.

I wonder if our energies might be redirected toward helping librarians use the *Library Standards for Higher Education* to demonstrate how libraries and librarians contribute to student success. ACRL has been working to help academic libraries demonstrate alignment with and

impact on institutional outcomes. ACRL's licensed workshop, "[Planning, Assessing, and Communicating Library Impact: Putting the Standards for Libraries in Higher Education into Action,](#)" offers a framework for library planning and assessment that can be used for a variety of circumstances including annual planning, program review, and accreditation self-study. The ACRL Student Learning and Information Literacy Committee currently is collecting successful self-studies from academic libraries in various accreditation regions. The chair of this committee, Merinda Hensley <mhensle1@illinois.edu>, would be glad to provide more information on this project. Many of the successful self-studies use the principles and performance indicators in the *Library Standards for Higher Education* to show how the library demonstrates impact on student learning and other institutional goals.

Your group might want to identify academic librarians in the NEASC region who have served on recent accreditation teams. These individuals might be able to provide you more background and context for the changes taking place in NEASC. They also could be very informative in helping librarians contribute to self-studies that address these new standards and showcase the important role of the librarian in student learning.

Best,

Mary Ellen

Mary Ellen K. Davis

Executive Director

Association of College & Research Libraries

50 E. Huron St., Chicago, IL 60611

312-280-3248 mdavis@ala.org

@med744 www.acrl.org

New England Science Boot Camp

I really do apologize if all the email I am sending is overwhelming. We can't control when opportunities arise, though I delayed bringing up this issue until we could hit pause on NEASC. If you don't have time to read this entire message before the 29th, please read as far as the separation line & scan the rest. We will be joined by guests who can share detailed information and answer questions, and they're aware we may not all have had time for preparation.

A week or so after the NEASC discussion started, I was contacted by Barbara Merolli, Science Librarian at Holy Cross & longtime member of the New England Science Boot Camp Planning Committee. We scheduled a phone discussion a few days later.

The short version is: the grant which has supported the New England Science Boot Camp will no longer do so. The organizers are looking for a new home for it, and wanted to discuss the possibility of ACRL/NEC serving as that home. I don't know if this is possible or how it might work, but the potential good and natural connection seemed clear enough to me that I listened and asked questions I could think of. I would not have been comfortable closing the door, though I emphasized that the Board would need to discuss this and decide what we felt we could do.

For now, what I hope to get on the 29th is a sense of your thoughts on these questions:

- Do you think ACRL/NEC could provide a new home for this effort? What might that mean?
- Do we have the capacity to warrant consideration for doing so?
- If you can answer the above questions with, “Yes”, how should we proceed?

Ideally we would put together a group of perhaps 4-6 to investigate this over 1-2 months and give an informed recommendation to all. The group could be comprised of 1-2 NESBC Planning Committee members, an ACRL/NEC Board member, and 1-2 interested Chapter members. But first I need a sense of our capacity. Just as with NEASC, I recognize this is the busiest time of year for many of us.

Boot Camp planners are aware that further discussions might take long enough that a 2016 Science Boot Camp might happen in an abbreviated form, and if I heard correctly planning is underway (and btw, I asked for the videographer’s contact info simply for our own conference planning information).

Maxine Schmidt and Pauline Borrego of UMass Amherst & of the NESBC Planning Committee will join us for this discussion.

The rest of this email is Barbara’s recap of our phone conversation, covering the issues we discussed and additional details addressing some of my questions. She included the current situation, potential issues they see, their current business model & planning cycle, and the 2015 budget (I corrected one typo). I acknowledge that the dollar figures involved are well beyond traditional SIG budgets and more in line with the Annual Conference.

That’s as much as you have to read for now. If you have time, energy and interest for the rest, please read—especially if you’re more familiar with NESBC and think you might be interested in helping investigate further.

Thank you,

Dave

For the past seven years, NE-SBC has run under the auspices of a National Network of Libraries of Medicine (NN/LM) - New England Region grant through the UMass Medical School Lamar Soutter Library which is the Region Medical Library for the New England Region.

For more details on NE-SBC, an information guide on the NE-SBC 2015 held in June is located at <http://classguides.lib.uconn.edu/SBC2015>. The 2014 guide is at <http://guides.library.umass.edu/BootCamp2014>

Going forward, the grant will no longer be supporting New England Science Boot Camp for Librarians, so the planning committee is investigating options for keeping boot camp going under a different model or platform.

One consideration would be to partner or collaborate with an organization such as ACRL- NEC. This would provide NE-SBC a "home base" that would be consistent and stable year to year. It would enable ACRL-NEC to be associated with a successful and popular annual event that began in Massachusetts and has been adopted throughout the country by librarians hosting boot camps in various other regions (see below).

Because there were major services provided by UMass Medical School Lamar Soutter Library as the NN/LM grant recipient which they will no longer be able to do, we have identified some potential issues we are needing to think through in changing the boot camp model. They include:

- handling finances of running a boot camp: collecting registration fees from attendees and sponsorship fees from participating institutes (if sponsorships continue to be used in the new model)
- ultimately paying the expenses incurred
- legal review of contracts if necessary
- vendor policy and vendor exhaustion considerations
- logistics with scheduling the events
- repository for documents and videos resulting from boot camp
- repository for planning documents and other information
- too many boot camps/too few attendees - should boot camps be consolidated?

Some information we hope to explore with ACRL-NEC includes:

- Can services provided by UMass under the NN/LM grant be provided by ACRL-NEC?
- Would it be appropriate to form a Science Librarian SIG as a platform through which the planning, organizing and executing of NE-SBC can be done? If not, would some other platform within ACLR-NED be appropriate?
- What are SIG policies, processes and bylaws?
- What are ACRL-NEC policies, processes and bylaws?
- What modifications to the current NE-SBC model would be appropriate, desirable or necessary to form an alliance with ACRL-NEC?

INFORMATION ABOUT CURRENT NE-SBC MODEL

The ten planning committee members consist of librarians from:

- UMass Medical School Lamar Soutter Library (1)
- UMass Amherst Libraries (3)
- UMass Dartmouth Claire T. Carney Library (1)
- UMass Boston Joseph P. Healey Library (2)
- WPI Library (1)
- College of the Holy Cross O'Callahan Science Library (1)
- Tufts University Tisch Library (1 - currently vacant)

Commitment asked of planning members:

- Library Director/Leadership support
- Representative must commit to attending most meetings
- Librarian's institution commits to \$1,000/\$1,500 sponsorship
- Planning meeting costs: parking, lunch, mileage
- Attend boot camp
- Participate in planning activities
- Find replacement for committee member if existing member leaves
- Responding to online and other communications in a timely manner

Main Tasks of Committee

- Site Selection - decided by consensus of all committee members
- Program Planning - topics decided by consensus of all committee members. Subcommittee leader coordinates with sub-committee members to engage speakers
- Registration - LibGuide and internal transfer of funds from Dartmouth to UMMS historically
- Marketing and Publicity - subcommittee with a leader to coordinate

- Hosting SBC - varies each year
- Finance/Accounting/Authority to sign contracts/Legal (UMMS accounting and legal departments historically) PayPal? Eventbrite?
- Planning Meeting Minutes/Agenda
- Facilitating Planning meetings/Hosting meetings - Doodle surveys, identify locations, manage logistics of setting up location
- Coordinator of Planning Committee and Boot Camp
- LibGuide for current year's boot camp
- Maintain web presence - archival
- Vendor - consideration for new model. (previously restricted from doing this by the grant specifications in the past),
- Assessment/Evaluation
- Videographer - continue with new model as in the past or change it?

Sponsorship: In addition to the NN/LM grant, the institutes of the planning committee members (above) and the Boston Library Consortium contribute an annual sponsorship fee which ranges from \$1,000 to \$1,500. In 2015, a non-sponsoring institute (Bowdoin College) was the venue for NE-SBC; they contributed the cost of dinner for attendees on the first evening of boot camp which was in the same range as a sponsorship. Other sponsors have also provided "in kind" contribution in lieu of sponsorship by also providing dinner for attendees, or the honoraria for speakers. The NN/LM grant covered costs for wages for project coordinator (part-time), assessment consultant (part-time), miscellaneous office supplies and materials, planning committee members' box lunches and parking fees for planning meetings and videography of event speakers.

Registration: In 2015 registration fee was \$275 per person for Full and Commuter Registration (includes 2 full days of instruction spread over 3 days, 2 nights lodging, meals and snacks). For One-Day Registration, the fee was \$125 which included one day of instruction, meals, snacks but no lodging. Planning committee members are not charged a registration fee. Lodging and meals for speakers has also been covered, although this usually is only lunch as we try to book speakers who are local to the venue and most of them don't stay beyond their segment of the event.

Registration has been handled by UMass Dartmouth because they can accept credit cards. The college's accounting office charges a 10% fee for each credit card transaction, so we encourage attendees to pay with checks, but some do opt for the credit card alternative. UMass Dartmouth librarian deposits the fees and does one internal transfer to UMass Medical School library accounting department who pays all incoming SBC bills.

Budget: The costs and revenue for the 2015 NE-SBC is:

Revenue

Sponsor Contributions: \$7,350.00

Registration Fees: \$11,417.50

Total: \$18,676.50

Costs

Bowdoin Conference Center Costs (lodging, meals, meeting rooms): \$15,365.33

Videography: \$5,520.00

Total Costs: \$20,885.33

Contributed by UMMS: \$2,117.83

NOTE: The above costs do not include "in kind" contributions of \$1,000 by WPI for speaker honoraria and approximately \$1,200.00 for dinner hosted by Bowdoin College.

Program Planning: Boot camp usually consists of three speaker segments and one capstone segment. Each speaker segment is based on a topic chosen from suggestions by previous attendees and expertise available at the camp venue institute (or close by). Each segment has two speakers: one to provide an overview of the topic and one to discuss specific research that speaker is conducting related to the topic.

Boot Camp Schedule - Traditionally, the schedule for boot camp is as follows:

- Wednesday - check-in and first topic segment. Dinner as a group with a speaker in the evening
- Thursday - Two topic segments, one in the morning and one in the evening. In the evening after dinner, there is a group activity (lightening round presentations on topics of interest by attendees, Battledecks, etc.)
- Friday - Librarian Capstone session.
- Optional tours of interest (research lab, greenhouses, libraries, galleries, museum, etc) are often arranged for Wednesday morning and Friday afternoon.
- Detailed schedule for 2015 NE-SBC is located at <http://classguides.lib.uconn.edu/content.php?pid=665848&sid=5513559>

Planning Schedule - Meetings are usually held as follows, always subject to change:

Summer - Review feedback from current year's boot camp and consider topics for next year's SBC. This year, we also discussed the need for a new model and assigned responsibility for investigating various aspects of different models: other boot camps, changing length of boot camp, registration process, costs covered by registration fee, organizations NE-SBC could partner with, vendor participation.

August - Review feedback and evaluations from current year's boot camp, encourage interested hosts to provide preliminary information about their facilities (this last item delayed due to need for changing the model this year). In 2015, discussed changing model for boot camp

September - Conference call meeting scheduled for 9/21/15 to discuss new model information, Encourage interested hosts to compile and submit preliminary information about their facilities.

October - First planning meeting for upcoming year. Select venue and date for next boot camp. Begin to identify potential speakers and topics. Send out "save the date" notices to various organizations, list serves, previous attendees.

December/January - Progress report on negotiations with venue service providers (conference services and housing). Progress report on topics and potential speakers with preliminary contact for speaker availability. Engage videographer. Conference call meeting to track progress of venue and speaker arrangements

February/March - Nail down venue arrangements and contracts. Progress report on speakers and topics. Begin marketing & publicity and registration tasks: libguide, speaker photos & profiles. Identify specific outcomes for each speaker session. Meeting to identify and nail down all loose ends and pending issues. Identify local attractions and things to do at venue.

April - open registration and send out announcements.

May - send reminder registration announcements. Reaffirm schedule with speakers

May/June - firm up numbers with conference services and housing services. confirm speaker needs for attending and presenting. Finalize details and housekeeping requirements.

June - NE-SBC has traditionally been held in June, either the second or third week of the month. The event traditionally ran Wednesday noon through Friday noon.

The planning committee fully realizes that this schedule may need to be modified if we form an alliance with ACRL-NEC. We also realize it may be too late to form an alliance for a boot camp in 2016.

OTHER BOOT CAMPS INSPIRED BY NEW ENGLAND BOOT CAMP:

Tufts University Social Sciences Boot Camp (<https://sites.tufts.edu/sslbc2015/>), True North (Canada), Southeast, Great Lakes, Minnesota-Twin Cities, West, and ??)

VIDEOGRAPHER CONTACT INFO: Michael Laramie at Vivineer (<http://vivineer.com/>) His email address is michael@vivineer.com