

ACRL/NEC Board Meeting Minutes

Tuesday, November 24, 2015 – 9:30 a.m. – 1:00 p.m.
UConn, Homer Babbidge Library, Class of 1947 Room

Attending in Person:

Dave Bretthauer – *President*
Jessica Adamick – *Treasurer*
Alan Witt – *Secretary*
Joel Atkinson – *ASIG, Co-Chair*
Gail Geisser – *ASIG, Co-Chair*
Kim Maxwell – *ERMIG, Co-Chair*
Galadriel Chilton – *ERMIG, Co-Chair*
Laura Hanlan – *Vice-President/President-Elect*

Attending Virtually:

Marianne Thibodeau – *Membership Committee, Co-Chair*
Melissa Behney – *Leadership Development Committee*
Kate Fuller – *State Representative, CT*
Karl Maria Fattig – *State Representative, ME*
Amy Galante – *Social Media Manager*
Sarah Hutton – *Communications Committee, Co-Chair*
Michael Cerbo – *Constitution and Bylaws Committee, Co-Chair*
Phil Waterman – *Past-President*
Sam King – *ITIG, Co-Chair*
Nancy George – *Scholarships & Awards Committee, Co-Chair*
Laura Kohl – *State Representative, RI*
Eleta Exline – *Nominations Committee, Chair*
Martha Kelehan – *CDIG, Co-Chair*

Not Attending:

Nancy Dennis – *WGSIG, Co-Chair*
Amanda Scull – *NELIG, Co-Chair*
Patrick Hartsfield – *Constitution and Bylaws Committee, Co-Chair*
Kelly A. LeMeur – *NELIG, Co-Chair*
Andrée Rathemacher – *SCIG, Co-Chair*
Peter Cochrane – *Membership Committee, Co-Chair*
Mark Clemente – *SCIG, Co-Chair*

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1. WebEx testing and introductions

Dave called the meeting to order at 9:30 am. Introductions were made around the table, and WebEx set up.

2. Approval of meeting minutes of September 29, 2015 board meeting

Motion made by Laura Hanlan to accept the minutes from the previous board meeting.
 Seconded by Kim Maxwell
 Minutes approved unanimously as presented

3. Website content

Codey would like each person within a SIG and committee to designate a point person for dealing with the website, to minimize inactive accounts and security holes.
 Everyone who needs an account should re-apply to him.

Dave: Please update your content with the sigs so we're all up to date. Also make sure to put your programming on the website. We need a more consistent overall feel for the site.

4. Clarification concerning honoraria for programs

Current guidelines in the manual:
 Major presentations \$500.00
 Minor presentation \$100.00
 Workshop leaders \$0.00

Jessica: Should we distinguish between a major presentation or workshop versus a minor presentation or workshop rather than having "workshop" as its own, lesser category?

Gail Geisser: \$500 to \$100 is too much disparity. \$500 - \$250 is a better fit.

Dave: It's also a budget issue.

Mike Cerbo: The amount of money granted was historically based on prep time and was intended for for non-members

Melissa: Additionally, it says workshop people don't get lodging.

Mike: Should we also remove the distinctions between panelists and moderators? That would also add flexibility.

Jessica Adamick: Motion to remove all distinctions from Workshop leaders (specifically lack of lodging and honoraria), and to fold workshops into major and minor presentations.

Laura Hanlan: Second
Pause for discussion

Jessica: Motion to remove sections 3-6 from the honoraria chart in the manual

Laura Hanlan: Second
Motion passed unanimously

5. Conference planning committee

Laura Hanlan: The committee has been running late: their first in person meeting will be November 30. All committees are laid out and they are reviewing the proposals. Currently, they are focused on getting the message out on calls for proposals. Kathy Friedman is working on the website.

The committee has had three rejections from keynote speakers so far, so please send any suggestions. There are great fallback speakers at WPI if necessary, but we want to expand beyond that network.

Eleta: We should have a save the date on the website, then put the full website up when registration opens.

6. Conference site planning committee

No news for the committee.

7. New England Science Boot Camp update

Dave: Where we are now: this would be a huge extra endeavor. We may be able to suggest another partnering organization such as MLS.

Jessica: The board budget would have to absorb another 1500 and our insurance would probably get bumped up.

Dave: As we're all volunteers, this pushes the limits of what we can accomplish.

Consensus was that this was too much of a commitment given the size of our organization.

8. NEASC-CIHE update and follow-up

Dave: Next steps are that the commission will put together the next draft in time for their annual conference on December 7-9 in Boston. Working with the state reps was efficient and worked beautifully.

1. We would like to do an after-action review with the State Representatives specifically, though anyone else interested can join in and should send Dave a note for an invite.
2. Should we have a program that teaches about accreditation from the accreditor's point of view? That would make a great webinar. Could someone in Leadership Development take the lead on this?

- a. Phil: I've been talking with Kelly Woodside about something like this as a side program at the national conference. We're looking to get someone from National to come and speak and reprising it with a regional focus.
- b. Webinar would be recordable; Doing it at the annual conference would guarantee quality because the equipment is already paid for.
- 3. Should we send a rep to the annual NEASC conference? The registration isn't cheap.
 - a. Let's invite them to speak at lunch, or have a breakout session because it fits the theme.

9. State Representatives update

Each representative is currently individually working on developing their connections.

Two questions:

What does the board see as the primary focus right now?

-Dave: Building contact lists and embedding in the local organizations.

What's our relationship with NELA? Can we reach out to regional organizations or is that stepping on people's toes.

-Jason Soohoo is president of the academic section of NELA. And no, that's definitely the State Rep's bailiwick.

10. Logo update

Sarah Hutton has info: We had a proposed brief that needs approval of that language so we can move forward.

Board members: We trust you going forward; you have the go ahead.

Kim Maxwell moves to record the board's approval in the minutes.

Alan Seconds

Motion is approved.

11. Reports from SIG chairs

- **ASIG**
 - They have an event coming up on December 4th. "What the cool kids are doing." It will have 4 speakers, and will be held at Holy Cross.
- **CDIG & ERMIG**
 - The fall program was held at Lesley University last Wednesday. They are a very welcoming environment, great for events. "Terms of Engagement" had 3 bigger presentations and 4 smaller lightning rounds. We had a visitor from Purdue Indiana to give a lightning round. There were 115 registrants, 75 attendees. 91% were academics, the rest publishers and other libraries. We are currently sending out the evaluation form; 20 responses have come in so far.
 - The 4 co-chairs will meet over the phone mid-December for planning the next time around.
 - Plans for next year: learn how to use the listservs better aside from just pushing out announcements. Could it be a discussion tool? There will be more discussions about possibilities after the January meeting.

- **ITIG**
 - March 11th is the tentative Digicamp date. Mass College of pharmacy is the tentative location. This will be nailed down by next Monday. We are looking to expand beyond Boston for this event; 2017 it could be in one of the Southern States. Rodney and Sam will be stepping down this spring as co-chairs, and they have a replacement lined up.
 - Digital roadshow will be in Maine this spring. Budget will be sent in once they've made decisions.
- **NELIG**
 - Annual Instruction swap occurs next Friday, and already has good registration numbers. The committee has started to look at the annual. Kelly LeMeur is spearheading the efforts on NELIG's annual. The theme will be related to transfer of Information Literacy skills. Plenary speaker in the afternoon will be about the High School – College transfer of skills.
 - If anyone knows someone with that skill set, let them know.
- **SCIG**
 - Nothing to report.
- **WSIG**
 - Nothing to report.

12. Standing Committee reports

Standing Committees (5 minutes each, if you wish)

- **Communications**
 - Social media: Pamela Contakos has been moderating our twitter accounts. We have 676 followers on twitter, 600 on facebook, and some on instagram as well. #ACRLNEC is our overarching tag.
- **Constitution & Bylaws**
 - No further report.
- **Leadership Development**
 - Need more volunteers/members for the LDC. The next meeting will be December 1st. They will also be reviewing their options for programming.
 - Need to do outreach to former board members as well as options. Phil: I'll be willing to help out.
- **Membership**
 - No further report; could we get in touch with communications to advertise for more members? We need more options for volunteering.
- **Nominating**
 - Eleta would like more volunteers.
- **Scholarship & Awards**
 - No report; seeking applications after the Thanksgiving Holiday.

13. Open Access Repository Report

Our paper archives are currently free with a University for storage. Kirstin was going to look into the paperwork, and Katherine Friedman had also looked into it. Bepress publications are easy to move around in a heartbeat; this alleviates some of the initial concerns with using a University partner. Several members (listed below) are saying they would be interested in hosting.

- Eleta Exline (UNH); Laura Hanlan (WPI); Hillary Corbett and Jessica Adamick (Northeastern U.); Katherine Friedman and Kirstin Kay (UMASS)

See attached report for further details.

14. Other business

Kim Maxwell Motioned to adjourn the meeting

Gail Geisser Seconded

Motion was unanimously approved

The meeting was adjourned at 12:30 pm

Online voting between September 29th and November 24th:

- A motion was made by Jessica Adamick and seconded by Alan Witt to accept the revised Leadership Development Committee budget:
 - The motion was approved 18-0-0.
- A motion was made by Jessica Adamick and seconded by Phil Waterman to amend the Board manual section on the lead time for SIGs to submit their budgets, as per the discussion in the minutes at the September Board Meeting:
 - The motion was approved 18-0-0
- A motion was made by Jessica Adamick and seconded by Karl Fattig to accept the SCIG fall program budget for the Copyright Bootcamp:
 - The motion was approved 17-0-0
- A motion was made by Laura Hanlan and seconded by Phil Waterman to accept the joint CDIG & ERMIG fall program budget for the TERMS of Engagement event:
 - The motion was approved 20-0-0
- A motion was made by Laura Hanlan and seconded by Alan Witt to accept the ASIG fall program budget:
 - The motion was approved 18-0-0

BOARD REPORTS

Constitution & Bylaws Report

We have updated the chapter manual (p. IV:7) to give SIGs a 21-day lead time for budget approval instead of 45 days. The list of chapter meetings has also been updated. The updated manual should be posted to the website soon.

Submitted by Patrick Hartsfield
C&B Co-Chair

STANDING COMMITTEE REPORTS

Leadership Development Committee report

The Leadership Development Committee held its fall program entitled “Cultivating Careers - Yours and Your Team” on November 6th. Attendance was modest (20+) but initial feedback about the program was highly positive. Committee member Leslie Button has sent out an assessment survey to all participants. Only two of the four originally scheduled presenters could attend, but that also helped to significantly reduce the travel budget and allow the committee to retain enough funding to host a spring program. The committee will have a conference call after the Thanksgiving holiday to discuss the assessment of this program and begin planning a possible spring program. One option under consideration is a program on the revised NEASC accreditation standards and assessment measures implemented by libraries. Phil Waterman began planning along these lines earlier, so we may seek possible collaboration with him or with interested SIGs.

Respectfully submitted,
Melissa Behney & Tracey Leger-Hornby, Co-Chairs

Membership Committee report

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

- As of 11/22/2015 – There are **146** local members (*11 additional memberships received*).
Membership Breakdowns:
 - **28** new members
 - **96** renewing members
 - **10** library paraprofessional members
 - **12** library student member
 - **0** retiree
- SIG Chairs have been notified if any of the 11 memberships received as of 9/27/15 selected to join their SIG for the 2015-2016 membership year.

- Submitted edits for membership page.

UPCOMING/ONGOING PROJECTS:

1. Recommendations for membership information on SIG pages
2. 2014-2015 Event participation: local vs. national member attendance rates.

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

Open Access Committee report

Report to the Board on Alternative Hosting Options

There were a number of alternative hosting venues proposed at the September meeting. Specifically mentioned were E-LIS e-prints, online repository software, and regional consortia. Here's a list of our findings, compiled separately by several members of our group, and withholding judgment:

E-LIS:

- Online, open-access, free resource. Entries are policed for technical issues on the form to make sure they will be uploaded properly.
- Part of their database includes the ability to search for conference proceedings, presentations, papers, and posters. This would fit with the multimedia focus we are trying to go with.
- Here is the link to the FAQ for e-prints LIS: <http://eprints.rclis.org/help/index.html>
- It's designed for author self-submission (self-archiving), so it would be easy to utilize.
- You can browse by conference (<http://eprints.rclis.org/view/conference/>)

Social Science Research Network:

- Online, partners with publishers to set prices, including a lot of free materials so we could probably maintain the open access feeling.
- Can be browsed by conference within the scope of the larger divisions. Currently does not include Library Science under any category as far as we know.
- All documents must be submitted as a PDF, but for the majority of our content that could be workable.
- Possibly would require a member fee. We have not been able to get ahold of someone to quote a price as of yet.
- Addie Jackson: 512 818 9337 addie@SSRN

Figshare:

- A fee-based, web-based product that creates a repository is <http://figshare.com/services/institutions>
- Would provide us with a lot of metrics, branding opportunities, and control.

LYRASIS

- Aimed at museums, but they have the capacity for digital collections. Metadata might be difficult to work with; we would have to come up with workarounds. But treating each conference as a “Collection” would work.
- Fairly reasonable prices. Their rates for the “small organization” are \$300 a year. I’ve written to them to see where we would fall in their pricing schema, but have not heard back as of yet.
- They would likely only take care of the technical maintenance and set-up piece. Someone at ACRL-NEC would still need to process the incoming conference files.

[Sobek Digital](#):

- Offers hosting for the open source repository software [SobekCM](#). The base hosting price is \$7,999 / year, which is expensive for a scholarly organization. On the other hand, several other institutions use their services and the software appears to handle the file types we mentioned. Again, I believe they would only take care of the technical maintenance / set-up piece and leave the actual processing to ACRL-NEC.

LIBRARY CONSORTIA

BIBLIOMATION

- I heard back from them yesterday: they are interested as a possibility for the future.
- “I met with my technical staff today and they told me that although they are interested in the project, we do not have the necessary resources at this time due to work on several other projects. They suggested that if you do not find a solution in the coming months that they would welcome a follow up conversation in the spring. So let us know around May 1 the status of this project. Best, Carl”

GMILCS

- <http://findit.gmilcs.org/polaris/>
- Very interested as a possibility; whether they have the resources is the questions (small regional consortium).
- They have not gotten back to me

HELIN

- Seemed very interested. Bob Spitz told me he was going to bring it up at the annual board meeting as a possibility, but I have yet to hear back from them.\

NHCUC

- Haven't heard back, but unlikely due to infrastructure

Boston library consortium

- Referred me to their member libraries repositories.

SIG REPORTS

ERMIG / CDIG Report

We are preparing for our Fall Program, which will be Wednesday 11/18/2015. We expect that by the Board meeting on 11/24 we'll have details on how the program was. Stay tuned!

Submitted by Kim Maxwell
ERMIG Co-Chair

NELIG Report

Fall Program

On October 9, Irene McGarrity and Robert Rezendes presented on copyright and open educational resources at Bristol Community College. These presentations were followed by round table discussions and exploration of open educational resources.

<http://nelig.acrlnec.org/content/upcoming-programs>

The event drew about 30 attendees and cost \$43.47.

The board decided not to hold an Annual Program Committee meeting after the event, but to send out a call for volunteers online instead.

Upcoming

The NELIG board held a virtual meeting on November 3rd to discuss upcoming programming. We have convened the Annual Program Committee with about 10 volunteers and the NELIG

officers; planning is underway and a virtual meeting will be held during the last week of November.

The annual Instruction Swap will take place at Simmons College, WPI, and the SIT Graduate Institute on December 4th from 9:30-12:30. Registration opened November 9th.

Submitted by Amanda Scull

NELIG Co-Chair

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. The budget for the two events was approved by the Board on November 2, 2015.

The first 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. Registration is capped at 29 attendees and the tickets are priced at \$30. As of November 23, the Boston event is sold out and the Amherst event is near capacity.

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).

Detailed descriptions of the events are here:

<https://2015copyrightbootcampbostonday1.eventbrite.com>

<https://2015copyrightbootcampbostonday2.eventbrite.com>

<https://2015copyrightbootcampamherstday1.eventbrite.com>

<https://2015copyrightbootcampamherstday2.eventbrite.com>

Respectfully submitted,

Andrée Rathemacher

Mark Clemente

SCIG Co-Chairs

Julia Lovett

Emily Kilcer

SCIG Vice-Chairs