

NJLA College and University Section
ACRL/NJ Chapter
Executive Board Meeting
Minutes
Sept. 10, 2004

**Alexander Library, Rutgers-New Brunswick; Robeson Library, Rutgers-Camden, and
Potter Library-Ramapo College**

Present: Margaret Deng, Ruth Hamann, Karen Hartman, Fran Kaufmann, Mary Mallery, Marc Meola, Penny Page (New Brunswick); Judith Jeney, Annemarie Mascarenhas (Ramapo); Vibiana Bowman (Camden)

Call to order: 10:08 a.m.

Minutes: The minutes were approved with one correction (in President's report, entrepreneurial was misspelled).

President's report – Fran Kaufmann

Fran received material from the ACRL Women's Studies section regarding two awards they are giving this academic year: a Career Achievement award (for long-standing contributions to women's studies) sponsored by Greenwood Publishing Group and a Significant Achievement award (for significant one-time contribution) sponsored by Routledge. Each award carries a \$1000 prize. Nominations are due by December 3, 2004. Fran will send the material via email to all board members and committee chairs.

ACRL is doing strategic planning and is asking for feedback on a number of "mega issues" they have identified. Fran received a list of these issues and will forward via email. Anyone who wishes to comment can respond to the ACRL president.

The NJLA conference will be Mon.-Wed., Apr. 11-13, 2005 at Ocean Place in Long Branch. Elizabeth Kirk from Johns Hopkins Entrepreneurial Library Program has agreed to be our luncheon speaker. The luncheon and most college/university activities will be scheduled for Wednesday, Apr. 13 to accommodate members attending the ACRL conference just before NJLA. Committees who want to do programs must submit their preliminary program proposals and budget requests by Oct. 15. Final proposals are due Dec. 1. The program proposal form is online at the NJLA website.

The NJLA executive board is encouraging sections to partner for programming at the conference. Following a suggestion by SCILS professor Dan O'Connor, we will co-sponsor poster sessions with the Technical Services section. Mary Mallery will coordinate this with Amy Job. We will put a proposal form for the poster sessions on the NJLA website (similar to program proposal form), but the deadline will be later—probably in January, so anyone whose

program is not accepted will have time to submit a poster proposal. There will be six sessions (four tables at each): academic posters will be scheduled for Wednesday (to coincide with other academic programs), and other libraries will be scheduled for Tuesday. There is no charge for tables, but participants should bring their own trifolds if desired. Posters should reflect the conference theme in some way, but the theme has not been posted yet. Mary and Fran plan to do a workshop on how to present a poster session, which will probably be held in November (exact date and location to be determined soon). The board discussed possible participation of SCILS students in the poster sessions. Fran will contact Jana Varlejs, who runs a colloquium course at SCILS, regarding the workshop. Our Nov. 5 board meeting will be at SCILS, and we are expecting some students to attend, so we can announce the workshop then.

The VALE User Conference will be held on Jan. 6, 2005, at the Busch Campus Center at Rutgers, and we will once again be the co-sponsor. Joan Getaz and Vib Bowman are co-chairs. Joan has suggested that our committees might want to sponsor breakout or poster sessions. They will send a second call for proposals (with deadlines) soon. Carol Nurse is planning to do something on membership. The keynote speaker (not yet determined) will deal with copyright and intellectual honesty.

Committee reports:

User Education—Annemarie Mascarenhas

Meeting scheduled for Sept. 17.

Technology—Margaret Deng

Meeting to be scheduled in next 2-3 weeks.

Research—Karen Hartman

Meeting scheduled for Oct. 8.

NJLA Liaison—Mary Mallery (for Nancy Madaci)

The next meeting of the NJLA executive board is Sept. 21 at Emerson Public Library. Fran will try to attend.

Newsletter—Fran Kaufmann (for Nicole Cooke and Pat Fazio)

Notices were sent out soliciting material for fall newsletter; deadline is Sept. 10. The plan was to highlight our committees. Committee chairs should submit a brief blurb about current activities and contact information by Monday, Sept. 13, to Nicole Cooke. Our budget request to cover costs of printing and mailing two issues of the newsletter this year was denied by NJLA. However, Connie Paul (chair of Finance Committee) has offered to do the printing for us at the Central Library Region. Nicole will prepare and format the text and then send electronically to

Connie. She will print the copies and send via CD&L to Pat Fazio, who will get the labels and do the mailing (we have enough money to cover that).

Web Coordinator—Mary Mallery

Mary has updated the What's New section of our website to include information about our Oct. 22 membership program. She also removed Jim Neal's Powerpoint presentation (per his request). The User Education Committee has updated information they will send to Mary for their webpage. If other committees have updates, send to Mary. Fran will send information about our recent winners for the Research and Technology awards.

Old business:

Membership meeting—Fran Kaufmann

We will hold a fall membership program on Friday afternoon, Oct. 22, at Caldwell College. The theme is "Academic Librarians and the Political Scene: Getting Involved in the Process." There will be a panel discussion featuring State Librarian Norma Blake, Pat Tumulty, Luis Rodriguez, and Julie Still. Carol Nurse will moderate. Registration will be from 1:00-1:30, followed by a welcome, and then there will be some time for our committee chairs to each give a brief description (about 3 min.) of what their committees do. The panel program will be from 2:00-3:30, followed by a wine and cheese reception. The fee will be \$10.00. Nicole Cooke sent announcements to the VALE and ACALIBS listservs with links to the registration form.

Our section brochure is now on our website. Members should print and distribute copies as needed. We will have brochures and copies of our newsletter at the membership meeting.

Bylaws—Fran Kaufmann and Penny Page

Penny queried information in several sections of our bylaws, where current practice does not seem to correspond. As current secretary, she requested clarification on some of the responsibilities listed. In future she will officially notify new officers in timely manner of their election, as per Article VII, section 4c. She also questioned whether our current practices for selecting committee chairs and committee members, as well as the nominations process, followed the procedures outlined in Articles X and XI. Fran asked Penny and Ruth Hamann to review these sections and make recommendations for any changes at the next meeting. If changes are approved by the board, we will then have to contact the Bylaws and Constitution Committee of NJLA to make sure our changes are in line with their bylaws.

New Business:

Vibiana Bowman has been elected president of the ACRL Chapters Council. As part of ACRL's strategic planning, she wants to hear from our chapter about what we want/need from ACRL. She suggested Fran contact the editor of Chapter Topics (online) to see about posting information

for our Oct. 22 membership program.

Meeting schedules and locations:

We will post our meeting schedules and locations on the website. Fran will also send this information to NJLA to include on their online calendar of events. We will continue to teleconference most future meetings (except for Nov. meeting at SCILS and June meeting in New Brunswick), and will hold the number of sites to the current four: Rutgers-New Brunswick, Rutgers-Camden, Ramapo, and Montclair. Hopefully we can resolve the teleconferencing problems between New Brunswick and Montclair before our Oct. meeting. Penny will follow-up.

Next meeting: Oct. 1.

Meeting adjourned 11:23 a.m.

Respectfully submitted,

Penny B. Page
Secretary