Executive Board Meeting on Friday, May 2, 2014
Alexander Library, Rutgers University and Sprague Library, Montclair State University

Attending at Rutgers: Susan Bucks, Melissa Hofmann, Ma Lei Hsieh, Adriana Kuzyszyn, Mary Mallery, Gracemary Smulewitz, Steve Shapiro.
Attending at Montclair: Denise O’Shea, Roberta Tipton, Nancy Weiner.


The meeting began at 10:20 AM
Minutes from the April meeting were approved with corrections.

President's Report (Gracemary Smulewitz):
• ACRL Webcast provided a good overview but was disappointing because it was not in-depth enough. Members felt the title of the Webcast was misleading. However, the panel discussion was very interesting and well received.
• SCARLA Colloquiums: Gracemary asked if the committee would like to continue to co-sponsor the SCARLA Colloquiums. The committee agreed to continue to sponsor these.
• The NJLA CUS Executive Committee will take the CUS Luncheon speaker, Jeffrey Beall out to dinner on Tuesday evening, June 3rd. Please let Gracemary know if you would like to attend the dinner so she can make reservations.

Vice President’s Report (Nancy Weiner):
• Regarding the NJLA Conference, Nancy will send out a message to presenters to remind them that they must bring necessary equipment with them to the conference. Projectors and computers are not supplied by the Revel.
• Sponsored LIS students: Judit Ward made recommendations of four students who helped out with VALE. Students will receive a one-day pass for the Conference and an invitation to the CUS Luncheon. Gracemary will make arrangements with Sue Rice at NJLA to arrange billing with ACRL.
• ACRL provides a spreadsheet list of members once a year. Nancy contacted them for the list.
• ACRL badges: Gracemary will contact ACRL about member badges to distribute at the Conference. Denise O’Shea may have some badges.

NJLA Executive Board Liaison Report (Denise O’Shea):
• The election is currently taking place online. It will continue through May 7th.
• The Strategic Planning committee is planning a retreat and will discuss how to move the organization forward. They are looking at strategic plans for other state organizations.
• The question was asked, does the NJLA Conference Committee limit the number of CUS programs? Mary Mallery responded that the Conference Committee does not limit CUS programs, but this year they responded to a request to have CUS programs take place on Wednesday, therefore limiting the number that could be accommodated. CUS committees are encouraged to reach out to other NJLA committees for co-sponsorship opportunities, therefore increasing the appeal of programs to a wider audience.

Legislative Report (Adriana Kuzyszyn)
• Adriana thanked Gracemary for sharing the message from Tim Dodge, ACRL Chapters Council Legislative Network Representative, on the listserv. The House of Representative Budget Committee has proposed the elimination of the Institute of Museum and Library Services (IMLS) in the budget for Fiscal Year 2015. Adriana has posted Dodge’s message on the NJLA CUS website.
• Adriana has posted information about the ALA’s Legislative Action Center on the NJLA CUS
website. This site has information about current action alerts and current legislation in Congress and State legislature. The site is easy to use and provides descriptions of legislation in layman’s terms.

Committee Reports:

Marketing Committee (Mary Mallery):
- No meeting this month.
- Regarding the awards:
  - One award certificate will be provided for each winning group. This is a change from previous years. Please let Mary know who should receive the award.
  - One or two people from each group are invited to the CUS Luncheon.
- New board members will be announced as part of the Business Meeting portion of the CUS Luncheon. This is the only annual meeting with the membership.
- Committee members should contact their presenters and remind them to register for the Conference. If you have a presenter that needs a free pass please let the NJLA Conference Committee know. The passes only allow presenters to attend one session.
- Contact moderators and make sure that they have worked out arrangements for necessary projectors, laptops, and connectors.
- NJLA has a Conference blog and Mary will be posting about the Poster sessions and CUS sessions.

Membership Committee (Lisa Deluca emailed report):
- Kate Hossain of Bergen Community College attended the April 24th meeting of the Member Services Committee. They are requesting volunteers for the hospitality table at the NJLA Conference. Gracemary will find out more information.
- Lisa recommends sending CUS members to the NJLA Member Services meeting instead of the Executive Board meetings. There is a lot of useful information but it is hard to attend two meetings a month. Nancy Weiner suggested that having co-chairs allows committee members to alternate attendance at meetings. The Executive Board will take Lisa’s recommendation under consideration, and survey other committees to see how they feel about having co-chairs.

Newsletter (Joan Dalrymple and Sharon Whitfield via email):
- Our original target date for publication is Monday, May 5. We are still waiting for a couple of articles, so our publication date may have to move to Tuesday or Wednesday.

Research Committee (Melissa Hofmann).
- Davida Scharf, director of Reference and Instructional Services at New Jersey Institute of Technology, is the 2014 Research Award Winner. Melissa will confirm with Davida that she is registered for the Conference.
- Cynthia Coulter, Hudson County Community College, will take over as chair of the Research Committee. Melissa is stepping down.
- As in the past, Seton Hall University will again sponsor the Research Award. However, because there have been delays in past years with issuing the check, NJLA will issue the check at the Conference and bill Seton Hall. Melissa thanks Seton Hall for their continued support.

Nomination Committee (Steve Shapiro):
- Steve has been in touch with Heidi Kramer and Sue Rice regarding the Executive Board election. Sue Rice must also contact Karen Klapperstuck, who is in charge of elections, to set up the election. Steve will follow up with Karen to get a firm date for the election.

Technology Committee (Alyssa Valenti via email):
- Awards for the CUS Luncheon will need to be prepared. I have been in touch with Mary Mallery about this and traditionally it is handled outside of my committee. If I need to do anything for this, please let me know!
  - Mary will let Alyssa Valenti know that presenters should register for the Conference.
• Tech Innovation Forum is scheduled for Wed. from 11:30 – 12:20, (Ocean H). We will hear from Rowan and Bergen CC.
• The other nominees will present at the Poster Sessions, scheduled for 11:15 -12:15 on Wednesday. We will have an award/ribbon for them to attach to their poster alerting attendees that they are Tech Innovation nominees.
• CUS Luncheon: I will be there to present the awards to the winners.

User Education (Ma Lei Hsieh):
• The User Ed Committee and VALE SIL (Shared Informational Literacy) joint meeting was held on April 11th at Rutgers U. three campuses via video conference.
• Our annual in-person meeting will be on June 12 at NJIT. This is a whole-day event for the members.
• A summer workshop follows the business meeting. We named the workshop “Cross Institutional Assessment (CIA) Project.” Papers are collected across NJ colleges and the librarians will assess students’ IL skills from these papers. Davida Scharf from NJIT will lead the training. We plan to have a second part of the workshop later in the summer. It will be open to other librarians after this proof of concept.
• Our Subcommittee for library school graduate students has sent an article to the newsletter on our outreach activities.
• The Outreach to High School librarians subcommittee has begun considering ways to connect, with the goal of improving information literacy skills among high school students.
• Ma Lei will be stepping down as co-chair of the User Ed Committee. A new co-chair is needed to work with Heather Dalal. This is a two year commitment. Co-chairs need to be members of NJLA or ACRL.
• Members shared their research projects in the meeting and these are potential mini-presentations for our next year’s bi-monthly meetings for members’ professional development.
• We shared our first reactions to the ACRL draft, Framework for Information Literacy in Higher Education and encouraged members to give feedback to the ACRL online forum website. The release of the revision of this document will be in June. There will be a forum at the ALA Conference.

Job Shadowing: No report

Old Business: No old business
New Business: No new business
Good of the Order:

Next meeting: Gracemary will send out information about the June luncheon meeting.

Meeting adjourned at 11:35 AM.

Respectfully submitted,

Susan Bucks