**NJLA-CUS/ACRL-NJ Meeting of Executive Board & Committee Chairs**

**Agenda**
Monday, July 13, 2018 10-12 am
Rutgers Club located on the 2nd floor of Livingston Dining Commons on the Livingston Campus: 85 Avenue E, Piscataway, NJ

 [http://rutgersclub.rutgers.edu](https://urldefense.proofpoint.com/v2/url?u=http-3A__rutgersclub.rutgers.edu&d=DwMFAw&c=cZPtTcuaceWpjwM7KRl0IKFrt2kPtYMLVT3iIveZ7SY&r=flFr7znkZEg5mXrBWfV2GY393IgPqqHM1GNzCMog-l4&m=k0uOxeNoLgFakk_fEBlT_9jqdITt6Cchh63Z5FNmGSg&s=y8eLeXy82piXHcIvySJVHk_dsQpAIaSPZ7qWyTnLDrM&e=)

**In Attendance:** Steve Shapiro, Romel Espinel, Cara Berg, Adrianna Mamay, Karen Venturella, Bonnie Lafazan, Gary Marks, Siobhan McCarthy, Christina Connor. Melissa De Fino, Hilary Westgate, Bart Everts

**Excused:** Amanda Piekart, Julie Hunter, Dina Meky, Heather Dahal, Kate Hossain, John Powell, Zara Wilkinson, Eric Jeitner, Lynn Schott, Tim Corlyss, Paul Martinex, Sharon An, Lisa Weissbard

1. Welcome and Introductions

Good of the order: Adrianna Mamay expecting (will be on leave from November until Labor Day

 II. Approval of Minutes from last meeting

1. Outgoing President’s Report (Leslin):

Chapters Council Updates:link to minutes from ALA Councils Meeting:

NJ will be featured in next chapters council ! (leslin is one of the co-editors)

Annual Report: Leslin’s report is due friday! Please submit your individual committee reports that support the ACRL Plan for Excellence Implementation Report (handed out at meeting)

NJLA Task Force: Leslin and Nancy Weiner at committee. Talked about a survey for academic librarians at NJ.

Number of academic librarians on NJLA committees is low, discussion of why important how to increase numbers

1. Incoming President’s Report (Bonnie):

VALE Date and Planning Committee Meeting. VALE planning meeting next Monday 7/23

VALE 2019 will be Friday January 4, 2019 at Rutgers Busch Campus Center. Bonnie and Amanda P are co-chairs, all are encouraged to attend/be involved ! Contact adp@berkeleycollege.edu if interested in being on the planning committee.

-Open Meeting? Sept 14 possible date, escape room, Sept 28th 2nd date. Gary will working on date, logistics. Cara to work with Gary in facilitating the event. B. Lafazan will run SWOT activity possibly simultaneous to the escape room activities. This will provide opportunity for our board to have a team building activity and a great promotion for new members to join. (re: Marketing & Outreach will reach out to new members for this activity and promote event --once we have date set)

-Upcoming Meeting Dates (all via Adobe Connect at 10 am, (open meeting and last meeting of the year in person)

 Open Meeting (in person) 2nd or last friday in September (TBD)

Oct. 12

 Nov. 9

 Dec. 14

 Jan (no meeting, re: VALE)

Feb 8

March 8

April (no meeting; re: ACRL)

May 10

June (date TBD: transition meeting)

 -VALE Date and Planning Committee Meeting

 - Format of formal open meeting discussed, break out sessions/escape room? Follow-up outreach, logistics, date 9/14 or 9/28?

1. Incoming Vice-President’s Report (Cara):

VALE Conference Planning: first meeting July 23

NJLA Conference Planning

NJLA Committees

1. Past-President’s Report (Heather)

No report, thanked committee

1. NJLA Executive Board Liaison Report (Lynn): absent, will continue with Adobe Connect meeting. Bonnie to send Lynn the schedule of meetings.
2. Legislative Report (Gary)
	1. CUS rep on NJLA Public Policy Committee
	2. Civic Engagement Fall Conference

follow up meeting at WPU to bring together librarians, teaching faculty, coordinators involved in civic engagement on campus, early November?

* 1. Legislative Updates & Summer Legislative Digest

WIll be up in August (budget, open textbook legislation)

If you have anything you would like included, send to Gary

VALE now involved in open textbook initiative (training, etc)

1. Job Shadowing/Library Link NJ Mentor NJ (Zara) No Report
2. Website (Romel)
	1. Will be updating website
	2. Member of the Month
	3. Updating Committee Members, etc.
		1. We are using the [Committee Interest Form](https://goo.gl/forms/6OEobXmuLtbdu6D73) for interested new members. Form goes to Marketing & Outreach, and M&O reaches out to Co-Chairs of the committees of interest. Co-Chairs would then have to reach out to Romel to add new members to rosters on website. Can we add a link to the Committee Interest Form directly to NJLA membership page? \*We need to note that they can do the $60 NJLA option if they are ACRL members already.\*

 X. Committee Reports

1. Archives/Special Collections (Tim and Paul: No Report)
2. Assessment
	* Co-sponsored a Summer Workshop with User Education and Reference Committees, “Keeping Your Head Above Water with Library Services,” held on July 12, 2018. 38 people attended. There were seven Round Tables and six Lightning Talks discussing various topics on user education, assessment, and reference. One attendee indicated interest in joining the Assessment Committee at the workshop.
	* Committee end of year virtual meeting July 17.
	* Christina Connor and Eric Jeitner will be staying on as committee co-chairs.
3. BCMC
* Our new chair is Lisa Weissbard from NJIT. Our new vice chair/chair elect is Sharon An from Rowan.
* We had a successful workshop on special collections cataloging in May, called “Weird, Wild, & Wonderful: Special Collections Cataloging.” Co-presenters were Melissa De Fino from Rutgers, Jianrong Wang from Stockton, and Heather Perez from Stockton. We have been invited to turn this workshop into a webinar for ALCTS in the fall.
1. Marketing & Outreach
* Thank you to volunteers at our NJLA Conference table - emails went out to potential new members.
* This year we worked on increasing NJLA CUS/ACRL NJ membership and getting the word out about all of our events/workshops/NJLA Conference involvement and sessions. In the coming year, we hope to increase our discussions about marketing & outreach at our libraries. Marketing Showcase? Can we do this at the Open Membership Meeting -- when groups are not in the escape room, they can look at the showcase materials.
* Kate and Hilary staying on as Co-Chairs.
* Member Spotlight: Fall 2017 -- Carina Gonzalez. Spring 2018 -- Bart Everts. If you haven’t been featured, let us know!
* [Section Name change proposal](https://drive.google.com/file/d/1r9mNAXujsKQMREynYe4Cyn8zeuT4MZQO/view?usp=sharing)
* [NJLA Committee Student Internship Program](https://njla.org/content/njla-committee-internship-program)
	+ We will list NJLA CUS Section generally and they can help with different areas. Bonnie to serve as point of contact. Promote through SCARLA.
	+ Interns can later write about their experiences for our newsletter
1. Newsletter
	* Planning dates for Fall newsletter, plan to publish in November
	* Article ideas include today’s discussions (escape room, civic engagement), Info/news from other states
2. Nominations (Steve)
	* If you know anyone who would be a good fit for exec board, contact Steve
3. Reference Services
	* Collaboration with NJLA at convention
	* Plan for meetings, they will share survey results soon
4. Research (Heather, no report)
5. Technology (Siobhan McCarthy, outgoing chair):
	* New chair: Amanda Cowell, TCNJ (cowella@tcnj.edu); Siobhan will remain on the committee.
	* Tech Innovation Forum: Conference session was well attended (36); having the earlier time slot definitely helped.
	* A few interested parties signed up at the Conference; they will be emailed over the summer and invited to the September open meeting and also a Technology meeting for late-September/early-October.
6. User Education (Cara Berg, outgoing chair):
	* **Future committee topics**- The committee discussed giving each meeting a theme that is within the scope of the committees function. The meeting will include a relevant article to be read prior to the meeting and at the meeting we would discuss the article and if available we would have someone share a resource or project they are working on related to the theme of the meeting.
	* **MLS Students**- Amanda will reach out to the incoming SCARLA president and inform them that they are welcome to join our meetings and if they are interested we would be happy to provide a mini presentation at one of their upcoming meeting to share what is going on in academic libraries in NJ.
	* **Increasing participation in meetings-** In an effort to increase participation in our meetings(weather permitting) we will reduce the number of virtual meetings we have to 1 per year and the rest will be in person via 2 Rutgers locations and video conferencing.
	* **Google Group-** The committee chairs will encourage committee members to use the google group as a tool to generate questions and discussions in between meetings or as ideas arise. Right now the group is typically used just for sharing upcoming meeting but we could be using it more actively.
	* **Meeting Dates for 2018/2019**

September 21 via video conferencing at two Rutgers locations November 16 via video conference at two Rutgers locations

(weather permitted otherwise will become a virtual meeting)

February 15 virtual meeting

April 19 via video conference at two Rutgers locations

 July TBD- All in person meeting after summer workshop

1. NJLA Awards Committee/NJLA Conference Chair (Adrianna)

-All four of the awards going forward combined with NJLA

-NJLA numbers up 760 total attendees

-Next two conferences Wed-Fri before memorial day weekend

-CUS Prosposals-used to be CUS VP had to submit all our proposals, looks like it will solo/individual submitting proposals, no more sponsorship, will have conference tags.

-No more official conference program planners orientation, but we would still want a CUS member there.

-Bonnie will be responsible for who we would want to be at our CUS luncheon

1. Brainstorming Activity
	1. Bonnie will facilitate this at our Opening Meeting
2. Old Business
3. New Business
	1. Assessing Information Literacy Competencies
	2. Name Change [Section Name change proposal](https://drive.google.com/file/d/1r9mNAXujsKQMREynYe4Cyn8zeuT4MZQO/view?usp=sharing)
		1. Name Change Task Force
			1. Kate, Katie, Hilary, Gary, Romel, Leslin (& will check in with M&O Committee if any other members)
	3. Ad Hoc ByLaws Task Force
		1. Members: Bart, Romel, Sibohan, Bonnie & Gary
			1. Need to discuss appointed members, requirements for being a member of NJLA to participate in our section.
			2. There is no names of standing committees, do we want to have a formal process ?
4. Good of the order
	1. Adrianna expecting (will still continue with NJLA Conference chair), Amanda P expecting (will still continue as VALE Conference chair)
	2. Gary, Hilary’s and Cara Social Media Director for Academic Libraries has exploded!!! Congrats to them.