

**NJLA College and University Section/ACRL-NJ Chapter
Executive Board Meeting on Friday, September 11, 2015
Rutgers University and Montclair State University**
<http://cus.njla.org/>

In Attendance: Cara Berg, Susan Bucks, Katie Cohen, Heather Dalal, Joan Dalrymple, Jennifer Hunter, Kate Hossain, Elizabeth Leonard, Mary Mallery, Siobhan McCarthy, Denise O'Shea, Rebecca Sloat, Steve Shapiro, Nancy Wiener.

The meeting began at 10:08 AM

Introductions (Elizabeth Leonard).

August minutes were approved.

President's Report (Elizabeth Leonard):

- The previous Member-at-Large had to step down and Susan Bucks was voted in by the Executive Board on September 4 as the new Member-at-Large.
- The VALE Reference Committee has decided to move to ACRL NJ. They don't have a chair yet, but Katie Cohen is representing them today. When they vote on a chair s/he will be added to the mailing list. Heather has created a new page on our website for them. Mary Mallery noted that as she is administrator of the website to please work through her to add new pages as the migration process of content from VALE to NJLA is a larger process.
- Executive Board meetings in October and November meetings will be located at Rutgers-New Brunswick and Rutgers-Newark because the regular teleconference room at Montclair State is being used for a class during our meeting times. The December meeting will be a virtual meeting. In the spring, meetings will be moved back to MSU. Rebecca and Heather will work together to make sure that the appropriate rooms are booked.
- **VALE Users' Conference:** Organizers of the VALE Users' Conference have reached out to two potential keynote speakers. Siva Vaidhyanathan is booked, but Dan Russell is still considering the offer. The first Call for Proposals went out on September 8. The call for lightning talks will go out in November.
- **NJLA Annual Conference:** Planning for the NJLA Annual Conference is underway. It will be at Harrah's in Atlantic City on May 16 - 18, 2016.
 - Heather and Elizabeth met with NJLA Annual Conference Committee.
 - Rooms will be \$124 a night.
 - The timing is not great for academic librarians because it falls during commencement for many.
 - Several keynote speakers have been booked, including Jay Asher, a young adult author, and Cory Doctorow. Conference organizers are reaching out to Terry Reese of MARCEdit for the CUS Lunch, we will see if he's available to come to NJLA for a small or no fee.
 - If anyone is interested, or knows someone who is interested in signing their book, talk to Elizabeth.

- We might be co-sponsoring a preconference on book repair with the NJLA Preservation Committee.

Vice President's Report (Heather Dalal):

- NJLA Annual Conference Proposals will be submitted to via the VP. This is our tradition. The FINAL due date is 11/20. Heather is asking for proposals sooner than that – as they said that they tend to approve earlier ones rather than the ones that come in at the deadlines. She will be giving proposals a hard deadline of 11/13.
- Sessions can be a regular program (50 min), double session (two 50 min back to back). Pre-Conference (Monday 1-4:30), Luncheon, Activities and events (book signing, social event. Research and Technology chairs, please let Heather know if you'd like to update your program description from the previous years.
- Each proposal must be sponsored by at least one Committee. Chairs please ask your members for their proposals. We will seek out co-sponsorship as much as possible. In fact, there's a lot of eagerness among the other sections. Technology was very interested in MARCEdit – Terry Reese, if we move forward with him for the CUS Luncheon.
- Others mentioned that we might be interested in: Resume Review, adding to your skillset, what should have been taught in library school, and how to train new librarians and managerial skills.

NJLA Executive Board Liaison Report (Denise O'Shea):

- The next NJLA Executive Board meeting is on Tuesday in Piscataway. The July meeting was hosted at Middlesex County College in July, and was focused on transitioning VALE committees to NJLA.
- James Keebler and the NJLA Annual Conference chairs recently went to Harrah's and toured the spaces for the conference. They reported that the space is gorgeous. We are in a contract with Harrah's to hold the conference there for two years. Heather added that there will likely not be a bonfire this year since the hotel is on the bayside, but that the hotel will be shutting down the pool to hotel guests so that NJLA will have an exclusive pool party.
- NJLA will not be providing projectors for presentations as it is cost prohibitive. Executive Board members are going to investigate whether they can get projectors from their institutions to bring and leave in a couple rooms, and Mary Mallery, who is on the NJLA conference committee, will talk to the overall conference organizers about keeping the CUS talks in the same rooms so that we may all share the projectors.

Legislative Report:

- Adriana Mamay was not present.

Committee Reports

Marketing Committee (Mary Mallery):

- The Marketing Committee will be meeting in October.
- Mary inquired about activities timelines for all of the committees, as they are still not posted to the website. She asked everyone send them to her or post them in the next month.

Membership (Kate Hossain):

- Kate and Erin Ackerman are brainstorming additional membership activities.
- They have been in touch with the Research Committee about hosting an event on doing research as an academic librarian with a networking component that will allow people with similar research interests to identify each other.
- The committee is also coordinating with Zara Wilkinson on the job shadowing program.
- The committee is collaborating with the NJLA Membership Committee for resume review at the NJLA Annual Conference to make sure that academic librarians are well represented as resume reviewers.
- The committee is also exploring how to use our social media accounts for promoting membership.
- Denise O’Shea added that we have also done mock interviews at the NJLA Annual Conference, and we might consider holding them again. Kate reported that there is an event scheduled through the State Library on October 2 that is focused on doing mock interviews and resume reviews. There was some confusion about how people knew about the event. Heather Dalal and Mary Mallery are going and said that they sent out the call 6-8 months ago and some people have signed up. The event is part of LibraryLinkNJ’s mentoring program, for which you can sign up to be a mentor. The ACRL NJ job shadowing program is coordinating with LibraryLinkNJ’s mentoring program so that people are cross listed. Heather or Mary is going to send an email to people with the link where they can sign up to be mentors.

Newsletter (Joan Dalrymple, Rebecca Sloat, Katie Cohen):

- The committee has completed its timeline of activities.
- The theme for the Fall 2015 newsletter is “Implementing the New ACRL Information Literacy Framework.” They sent first call for newsletter submissions on 8/17 and the next call will go out on 9/14. They have received only a few submissions so far, mostly just announcements, and are hoping to receive more article submissions.
- They are looking into using Drupal webforms for article submission with the hope that it makes it easier to submit articles and manage the submissions. In the meantime, they have created a new Gmail account, acrlnjnews@gmail.com, for submitting articles, instead of having people submit them directly to Joan.

Nomination Committee (Steve Shapiro):

- Steve reported that they will start looking at potential nominees to the Executive Board later this fall, and asked that if you have ideas for nominations to please contact him.
- Mary mentioned that they are going to create a form on the website for nomination submissions. The form will be completed by October in time for the call for nominations.

Reference Committee (Katie Cohen):

- The Reference Committee is a new NJLA CUS/ACRL NJ committee that has migrated from VALE. Joseph Deodato was former chair and they are currently looking for a new chair.
- They are looking into program options for this year. Last year there was a panel directed toward students about being an academic reference librarian.

- They are putting together a survey for academic librarians on their reference work.

Research Committee (Elizabeth Leonard on behalf of Gracemary Smulewitz and Cynthia Coulter):

- Gracemary Smulewitz (Rutgers) has taken the lead in developing a Research seminar that will include components about the authoring research, the publishing process, and obtaining grants. This seminar to be co-hosted by Elsevier Publishing and will be held at Rutgers Newark on Tuesday, November 17. Details will be sent to listservs, NJLA/CUS media, and other marketing tools.
- Kate Hossain (Bergen Community College) contacted us to help her and Erin Ackerman develop an information session about the research process for academic librarians, with the Research Committee co-sponsoring the event. The initial proposal includes guidance on getting started in research, networking, and the tenure process. This would be held sometime in spring, preferably at Rutgers, and in conjunction with SCARLA.

Technology (Siobhan McCarthy):

- Doodle poll to determine October meeting date. Looking for suggestions for venue. Elizabeth has graciously volunteered Seton Hall as a backup.
- Will look in to MSU availability for Spring meetings as we will need technology support for the award nominee presentations. However, parking will be an issue.
- Will discuss potential events at our first meeting in October.
- Will be submitting proposals for VALE poster session and also NJLA Conference for Technology Innovation Award.
- New member: Sara Rizzo, Caldwell University.

User Education (Cara Berg):

- The meeting that had been scheduled for September 11 was canceled and moved to October 16. They had scheduled an external speaker, but due to anticipated low attendance, they decided to cancel.
- Earlier this month the committee did a participant survey to see which topics they want to explore and the committee chairs are reviewing the results.

Old Business:

- Technology and research had included toolkits with their reports.

New Business:

- Elizabeth attended the VALE Member Council meeting. The major activity is transitioning committees from VALE to NJLA. Mary noted that there is no word yet a transition timeline about when committees have to make the transition, or when their website content needs to be transitioned. They are hoping to learn more at the September 25 meeting.

Good of the Order:

- Adriana had a baby.
- Heather: Joan Serpico will be starting at Rider and her role will be outreach and marketing, so there is a possibility that she might join the Marketing Committee.

- Elizabeth: Seton Hall had a new assistant dean start.
- Nancy: They had a new dean start in August.
- Joan: Asked that everyone to send announcement about their new hire, and to include their photo.

Next meeting: Friday, October 2, 2015 (Heather will lead the next meeting since Elizabeth will not be able to attend.)

Meeting adjourned at 10:48 AM.

Respectfully submitted,
Jennifer Hunter
Secretary/Treasurer