

Framework Advisory Board Meeting Notes
 January 11, 2017
 8:30-9:30am Pacific / 9:30-10:30am Mountain /
 10:30-11:30am Central / 11:30am-12:30pm Eastern

Access details:

By phone: (712) 775-7031 Access code: 868 444#	By computer with headset and mic: http://join.freeconferencecall.com/smader ; Online meeting ID = smader
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Attended: Tish Hayes, kYmberly Keeton, Sharon Mader, Sara Miller, Susan Miller, Mary Jane Petrowski, Raymond Pun, Mark Szarko, Donna Witek

Action items are underlined.

The meeting began by introducing Mary Jane Petrowski, ACRL Associate Director, who will be taking over as FAB's ACRL Staff Liaison after Sharon Mader's term as VPO for Information Literacy ends at the end of January. Sharon was thanked for her exemplary two years of service to ACRL and FAB in support of the Framework.

The agenda was reviewed and no changes were made.

Changes in the member composition of FAB were announced: Mary Jane will be replacing Sharon as ACRL Staff Liaison beginning in February. Leslie has stepped down from her membership on FAB as of the new year to address personal and work responsibilities.

To augment our numbers, we will be inviting three new members to FAB within the next month, to be selected from the strong applicant pool for the Framework Curriculum Designer Team which was selected in fall; Donna, Tish, and Sharon will make these selections and recommendations since they were on the CD Team selection committee and are familiar with the applications and their strengths. Once potential new members of FAB are identified, they will be forwarded to ACRL President Irene Herold for her consideration to invite them to appointments on FAB effective immediately--likely early February.

The FAB Projects Chart for January to June 2017, which Donna shared in advance of the meeting, was discussed. Members were given an opportunity to ask questions about the projects and initiatives on FAB's schedule for spring. The goal is for the gaps in volunteers for these projects to be filled by members stepping up to lead and participate in these projects. A discussion of some of the projects took place, and volunteers began to identify themselves. Donna indicated January 25, 2017 as the deadline by which she would like members to reach out to her to volunteer for these projects and initiatives.

The next item of discussion was the Toolkit. Donna shared the Global Toolkit Questions Feedback document in advance of the meeting and used it as a springboard for discussion. It was determined that, because the Toolkit modules are so interconnected in content and form, and they would benefit from the CD Team's feedback which has not yet been coordinated, we will not aim to have a live module ready for demonstration at Midwinter 2017 as originally hoped. Instead, we will create screenshots of Module 2: The Framework's Structure, which Sharon will feature in her Framework Update presentation at Midwinter on January 22, 2017;

Donna will create these screenshots and send them to Sharon before Midwinter. This will serve as publicity that the Toolkit resource is on its way.

Further discussion of the Toolkit took place. The Module 3: Foundations of the Framework work group, consisting of Sharon, Donna, and Sara, plan to meet over conference call this week to tighten up and schedule migrating this content into LibGuides so the rest of FAB may review it. Module 3's content will in turn affect the content in some of the other modules, including Module 4: Developing Goals, Outcomes, and Assessments, so we will have a better sense of what comes next, content-wise, for the rest of the Toolkit once Module 3 is loaded into LibGuides.

The Global Toolkit Questions Feedback document was used to guide the rest of discussion. The goal was to make some decisions about content and styling, based on the group's collective feedback to the Global Toolkit Questions shared before the break, which would be consistent for the first draft of the overall Toolkit. Once a complete first draft has been developed, the CD Team will be invited to provide feedback on it, and we can adjust our decisions based on how the entire Toolkit functions as a whole.

Decisions made for Draft 1 of the Toolkit include:

- Key Readings will go in the center column below the box currently named "Activities" but to be renamed "Active Learning Resources".
- The left-hand navigation menu will be image-based; we will need to determine the source of these images, including permissions/rights to reuse.
- We will keep box borders on for the left-hand column, but turn them off for the rest of the content.
- We will rename the "Activities" box to "Active Learning Resources".
- We will allow the content of each module to drive the way tabs are used in the "Active Learning Resources" box.
- We will allow the content of each module to drive the way handouts are created and made available throughout each module.
- We will create a Handouts/Master Handout List tab within the "Active Learning Resources" box for each module.

In a later draft of the Toolkit we may also curate a master alphabetized list of all handouts, resources, and readings throughout each module and/or the entire Toolkit; this would likely be housed in a separate LibGuide which would be linked from within the Toolkit.

We ran out of time before we could address the rest of the items in the Global Toolkit Questions Feedback document. Donna will coordinate continuing this discussion over email and via Google docs, so that we can determine our next steps for the Toolkit as a whole.

Very brief updates were offered from Sharon on the Midwinter 2017 "Framework Update" session and Susan on the Sandbox Update. Sharon will focus on FAB's priority projects in her Update session (Sandbox, Toolkit, CD Team Collaboration), and Ray will aim to join Sharon for the Update session at Midwinter as his Midwinter schedule allows. Susan shared that she is coordinating a publicity effort with the FAB Sandbox Team, after which the group will focus on admin workflows for the website. She shared that as of this afternoon there are 65 contributors in the Sandbox.

Donna will send out a Doodle poll for the next FAB meeting, to take place within the first two weeks of February.