

June 10, 2019

2019-20 ALCTS/LITA/LLAMA New Division Steering Committee

Charge:

Review the work of the 2018-19 Steering Committee; build upon their work to finalize a formal plan to unify the three divisions; address perceived barriers to implementation, reaffirm commitment, and establish expectations; present a structure for the new unified division (including governance, committees, interest groups, round tables, etc.). Present the final plan to each of the three divisional Boards in Fall 2019 for board approval at Midwinter 2020 to issue a special vote of the membership early 2020.

Composition (9):

- Three President-Elects of ALCTS/LITA/LLAMA, for the 2019-2020 year
- Up to six additional members (Two other members from each of the three divisions) as team to preview documents, identify gaps or scenarios unaccounted for, and act as general consultants.

Deliverables:

- A plan for transitioning from three Boards, committee structures, and division structures into one new division, beginning in September 2020, establishing interim timelines and processes for review by and getting feedback from membership
- Provide a new, combined structure which can be used to map the current committees, working groups, interest groups, etc. into the new division
- A name for the new division

Expected Time Commitment:

- Approximately 12 hours per month through June 2020 for virtual/F2F collaboration and project work, in preparation for new division launch September 1, 2020.

Desired skills, knowledge, and experience:

- Strong interest in, knowledge of, or experience with innovation and change management practices and theories, strategic planning and implementation, or design thinking, prototyping, etc.

Staff Contact and roles:

- Kerry Ward, kward@ala.org, (LLAMA ED/ALCTS Interim ED) 800-5454-2433, ext. 5036. Overall project management, including timelines, documentation, and reporting; primary Steering Committee support, including virtual/F2F meetings and communication; liaison to working groups (if applicable) and alignment of their work; liaison with change management consultant (proposed); operational modeling/efficiency; liaison to SCOE, etc.
- Jenny Levine, jlevine@ala.org, (LITA ED) ext. 4267. Secondary project management support; primary responsibility for planning the integration of all current and proposed 3D

projects into single, seamless unit; planning for staffing/management of new division advocacy and member engagement activities.

- Julie Reese, jreese@ala.org, (ALCTS Deputy Director) ext. 5030. Secondary project management support; primary responsibility for planning the integration of all current and proposed 3D continuing education projects, including planning for staffing/management of new division CE activities.

Resources available:

- Shared budget support from the three divisions
- Virtual meeting/conference call support
- Change management consultant or project management support as needed