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| **Association of College and Research Libraries**  **Board of Directors Meeting II**  *ALA Annual Conference*  Monday, June 25, 2018  1:30–4:30 p.m.  Sheraton New Orleans, Bayside C |

**Present:** Cheryl A. Middleton, Lauren Pressley, Irene M.H. Herold, John A. Lehner, LeRoy Jason LaFleur, John P. Culshaw, Emily Daly, Jeanne R. Davidson, Caroline Fuchs, Kelly Gordon Jacobsma, Beth McNeil, Lori J. Ostapowicz-Critz, Kim Leeder Reed, Mary Ellen K. Davis

**Guests:** Carolyn Henderson Allen, April Cunningham, Merinda Hensley (virtual), Jennifer Knievel (virtual), Karen Munro, John H. Pollitz, Meghan Sitar (virtual), Gisèle Tanasse

**Staff:** Mark Cummings, Allison Payne, Mary Jane Petrowski

## 18.0 Call to order (Middleton)

ACRL President Cheryl Middleton called the meeting to order at 1:31 p.m.

## 19.0 Opening remarks/review of ground rules (Middleton)

Middleton referred the Board to its ground rules included on the Board II agenda.

## 20.0 Adoption of Agenda II (Middleton)

Middleton referred to the updated printed agenda for each Board member, which includes the addition of DataQ under new Business, as well as the addition of agenda item 23.4 Infographic.

***Motion:*** *ACRL Director-at-large Emily Daly moved that the Board approves its agenda as amended.*

***Action:*** *The Board approved its agenda as amended.*

## 21.0 Equity, Diversity, and Inclusion

### 21.1 Board Working Group (LaFleur/McNeil) #12.0, #18.0

ACRL Director-at-large Beth McNeil began the update from the EDI Board Working Group. The group launched a poll in early June 2018 to gather feedback from ACRL members on recommendations for next steps for ACRL’s EDI initiatives. The poll launched on June 7, 2018, and the initial deadline was June 29, 2018. The working group extended the deadline to July 13, 2018, and worked with ACRL staff, who will push out reminders after Annual.

The working group is considering hosting a fall virtual meeting to update ACRL members on the survey results. The group would also like to submit an *ACRL Insider* post following the July 13 deadline. There were concerns about scheduling a meeting in October due to the JCLC Conference. There was also concern about an October meeting conflicting with institutions that run on a quarterly academic year.

As some working group members’ terms will end at Annual 2018, it was recommended that the group may want to consider adding more members if needed.

The group plans to meet before SPOS 2018 to discuss a potential webinar and possible ideas for follow-up to the EDI discussions held at Leadership Council during the 2018 Annual Conference. The group is considering asking ALA Office for Diversity, Literacy and Outreach Services (ODLOS) Director Jody Gray to present at a future ACRL event.

McNeil will reach out to the ACRL Diversity Committee chairs to update them on the working group’s progress and plans. She will also gather feedback from the committee on potential next steps for ACRL’s EDI initiatives.

### 21.2 Residency Interest Group (Culshaw) #13.0

ACRL Director-at-large John Culshaw shared that the ACRL Diversity Alliance Task Force (DATF) has worked with the ACRL Residency Interest Group (RIG) to propose a new charge that will provide clarity on the roles of both groups. The proposed RIG charge clarifies that the interest group focus is the residents, while the DATF focus is residency coordinators/administrators.

***Motion:*** *ACRL Director-at-large John Culshaw moved that the Board approves to renew the Residency Interest Group (RIG) with a revised charge for another three-year term.*

**Revised charge:** To support resident librarians, former resident librarians, and any interested parties to network, share their expertise, and promote resident librarian groups through: a) centralization of information regarding program availability; b) communication and promotion of core competencies and program evaluation; c) the overall advancement of resident education and residents’ professional success through inter-collegiate collaboration. The Resident Interest group provides opportunities and a platform for current and former resident librarians and other interested parties to share their experiences, research, and availability of library residencies. We believe that a resident librarian’s point of view is important to the development, growth, and success of a residency program RIG decided to edit the charge to make it more descriptive of the goals and projects we are currently working on.

***Action:*** *The Board approved renewing the Residency Interest Group (RIG) with a revised charge for another three-year term.*

## 23.0 Budget and Finance (Lehner)

### 23.1 FY18 3rd Quarter report #6.0, #6.1, #7.0, #20.0

ACRL Budget & Finance Chair John Lehner shared that ACRL actuals are on budget for the year so far. Choice’s actuals are about $53K below budget, but it is expected that Choice will end the year on budget.

### 23.2 FY19 Budget recommendation #8.0, #8.1, #8.2, #8.3

Lehner referred the Board to the FY19 budget documents included in the Board’s packet. FY19 will have a negative year-end net, as ACRL spends down its net asset balance by investing in programs and services for members.

Choice is budgeting for a positive budget in FY19. Lehner stated that the FY19 budget includes some modest changes since Midwinter 2018. Development expenses for Open Choice were not included in FY19, as they will be recognized when the product is launched in FY20.

The Board asked if there will be a diversity resident in FY19. ACRL is waiting for the working group’s survey results, but can explore a diversity resident or other EDI initiatives pending the survey results.

***Motion:*** *ACRL Budget and Finance Chair John Lehner moved that the ACRL Board of Directors approves the Budget and Finance Committee’s recommendation for the ACRL FY19 budget with:*

* *ACRL Revenues $5,063,591*
* *ACRL Expenses $5,595,339*
* *ACRL NET ($531,748)*
* *Choice Revenues $2,898,722*
* *Choice Expenses $2,741,268*
* *Choice NET $157,454*

***Action:*** *the ACRL Board of Directors approved the Budget and Finance Committee’s recommendation for the ACRL FY19 budget with:*

* *ACRL Revenues $5,063,591*
* *ACRL Expenses $5,595,339*
* *ACRL NET ($531,748)*
* *Choice Revenues $2,898,722*
* *Choice Expenses $2,741,268*
* *Choice NET $157,454*

ACRL Executive Director Mary Ellen Davis reminded the Board of the new way ALA will be calculating benefits in FY19. The following explanation was also included in the Doc 8.0:

*Please note that total expenses may vary slightly from the final budget approved by the ALA Executive Board in October. This variance results from a new way ALA’s budgeting software manages salaries and benefits. Benefits are calculated as part of total salaries. Previously each unit’s salaries and benefits were self-contained and any changes only affected that unit. ALA’s new software has salaries and benefits integrated across all of ALA. If a salary in another unit changes, the benefits are recalculated across ALA. This means that total benefit expenses will change affecting the final total expense. It should be relatively small, but the Board should be aware of this possible variance.*

## New agenda item: DataQ #4.0

As the Board was ahead of schedule, the item from New Business was discussed next.

The Board continued its discussion from its Saturday Board I Meeting, as it had questions for the Digital Scholarship Section (DSS). ACRL Director-at-large Beth McNeil spoke with DSS following the Board I Meeting and found that the group is planning to update the website. There was a lapse between when the grant funding the DataQ project ended, which meant the editorial board in place dissolved, and when DSS would take it over. Because DSS is a relatively new section, it focused on organizational structure and is now prepared to update the website. The Board was satisfied with this explanation and made the following motion.

***Motion:*** *ACRL Budget and Finance Chair John Lehner moved that the Board approves moving the DataQ website under the ACRL Digital Scholarship Section (DSS) in order to enable use of ACRL/DSS logos on the DataQ website for mutually beneficial promotional opportunities as well as to enable ACRL/DSS basic services funds to be used to pay for web hosting costs ($300/year).*

***Action:*** *The Board approved moving the DataQ website under the ACRL Digital Scholarship Section (DSS) in order to enable use of ACRL/DSS logos on the DataQ website for mutually beneficial promotional opportunities as well as to enable ACRL/DSS basic services funds to be used to pay for web hosting costs ($300/year).*

## 22.0 Intellectual Freedom Committee Representative Update (John H. Pollitz)

The Board was joined by ALA Intellectual Freedom Committee (IFC) representative John Pollitz. IFC is reviewing several interpretations of the Library Bill of Rights, including services to people with disabilities, library-initiated programs as a resource, and meeting rooms. The Board requested that Pollitz send the interpretations following the meeting and Pollitz agreed to share the documents.

*Editor’s note: ALA Council approved, at its June 26, 2018 Council III meeting, motions to adopt interpretations of the Library Bill of Rights regarding meeting rooms (*[*CD#19.6*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/cd-19-3-19-8-62518-18AC.docx)*), library-initiated programs as a resource* [*(CD#19.7*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/cd-19-3-19-8-62518-18AC.docx)*), and services to people with disabilities (*[*CD#19.8*](http://www.ala.org/aboutala/sites/ala.org.aboutala/files/content/cd-19-3-19-8-62518-18AC.docx)*). Following the approval of the motion to adopt interpretations of the Library Bill of Rights regarding meeting rooms (CD#19.6), ALA Council rescinded this action in August 2018 due to member concerns regarding the use of the term hate groups. Council referred the policy to the ALA Intellectual Freedom Committee for review. Tis new draft is currently open for comments and a vote on the interpretation is anticipated at Midwinter 2019.*

Pollitz stated that IFC is working with the ALA Committee on Legislation (COL) to monitor regulating speech on college campuses. The state of Wisconsin proposed Assembly Bill 299, which would require the UW system to adopt a policy that potentially could limit protections for those challenging speech on campuses. The bill did not pass in the Wisconsin legislature, but IFC and COL will continue to monitor this bill and watch for similar proposals.

### 23.3 FY19 Individual member dues rates (Lehner) #9.0, #9.1

The Board next discussed the proposed individual dues rate increase for FY19. Lehner reported that the ACRL Budget and Finance Committee discussed the FY19 dues rates during Annual 2018 and recommends the increase.

***Motion:*** *ACRL Budget and Finance Chair John Lehner moved that the Board of Directors approves to raise ACRL regular personal membership dues by two dollar and retired membership rates by two dollars as permitted by the 2017 Higher Education Price Index (HEPI) report. The FY17 HEPI reported a 3.7% increase. This increase would result in the following personal dues rates for FY19:*

* *Personal members: $66*
* *Retired members: $43*

There was some dissent from the Board regarding the dues increase due to ACRL’s healthy net asset balance and feedback from community college librarians that cost is a barrier to joining. Some Board members felt that the barrier costs were due to ALA dues and not ACRL dues.

Some Board members supported a dues increase, as ALA considers its finances during the ALA organizational effectiveness discussions and planning. The Board also wanted to avoid a large increase in the future and felt that small increases would keep dues in line with inflation.

***Action:*** *The Board approved raising ACRL regular personal membership dues by two dollars and retired membership rates by two dollars as permitted by the 2017 HEPI report. The FY17 HEPI reported a 3.7% increase. This increase would result in the following personal dues rates for FY19:*

* *Personal members: $66*
* *Retired members: $43*

### 23.4 ACRL Infographic (Lehner) #27.0, #27.1, #27.2

The ACRL Budget and Finance Committee has created an ACRL infographic showing where ACRL expenses are distributed. The committee reviewed three designs and chose option C, shown in Doc 27.2. The committee would like for the infographic to be included in the FY18 annual reports published in the December issue of *C&RL News*.

The Board asked if the infographic will be updated regularly. Lehner advised that the committee intends this to be an ongoing project that is shared annually with membership.

The Board recommended that the ACRL logo be updated from black to match ACRL’s color scheme. The Board also recommended a few editorial corrections: that “rare books” be changed to RBMS, adding a comma after “programs on innovation and change” found in NRCL’s description, and updating the spacing to look more cohesive. If approved, ACRL staff could make these changes.

***Motion:*** *ACRL Budget and Finance Chair John Lehner moved that the Board approves Infographic C with a change to the logo color, text to RBMS, and a correction to the punctuation in New Roles and Changing Landscapes’ description.*

***Action:*** *The Board approved Infographic C with a change to the logo color, text to RBMS, and a correction to the punctuation in New Roles and Changing Landscapes’ description.*

## 18.0 Open Choice (Cummings) #24.0

Choice Editor & Publisher Mark Cummings was welcomed to the meeting to update the Board on the Open Choice project. Cummings distributed printed copies of his Open Choice overview, Doc 24.0.

Cummings shared that there are three components to Open Choice: peer reviews, curated repository, and a peer-to-peer space. Based on a survey of library faculty on the adoption of undergraduate course materials, Choice found that peer recommendation was most important for discovery of course materials. Choice is using the feedback and working with developers this summer and hopes to have the product launched by October 2018.

The Board was overall pleased with the project update. The Board shared that OER might be a term that not all faculty are familiar with.

The Board asked Cummings if he had any questions or requests for feedback. Cummings shared that it would be good to receive feedback on who would be responsible at an institution for purchasing the Open Choice product.

The Board shared that some community colleges have tried using OERs in the past, but they became too expensive to maintain. Cummings advised that Choice is working on a white paper on OERs.

*Editor’s note:* [*Course Materials Adoption: A Faculty Survey and Outlook for the OER Landscape*](http://www.choice360.org/librarianship/whitepaper)*,” was published in October 2018.*

## 19.0 Instruction Section Virtual Participation (Merinda Hensley, Meghan Sitar, Jennifer Knievel – virtual)

Instruction Section (IS) Chair Merinda Kaye Hensley and Vice-Chair Meghan Elizabeth Sitar were welcomed virtually to the meeting. IS is looking to become a fully virtual section. Hensley reported that since 2012, IS membership has decreased by 7% and attendance at ALA Annual Conference by IS members has dropped 27% since 2012. IS members are more interested in virtual participation, as members do not have enough resources to attend both ALA Annual and the ACRL Conference during ACRL Conference years. The section leaders offered that they plan to do an assessment of IS participation in ACRL Conference and report back to the ACRL Board at the 2019 Annual Conference.

The Board asked for more information on communication plans if the section becomes entirely virtual. Hensley and Sitar reported that the section is sharing updates and seeking feedback through its listserv and through social media.

The Board wanted more information on the IS appointment process. Starting last year, IS began completing a more transparent process, and shared IS appointments statistics on its listserv. The goal is to give priority to new volunteers and to match personal interests. In past years, over 100 volunteers did not receive appointments, and the section is looking for more ways to involve volunteers with the creation of both informal and formal appointments.

Hensley and Sitar shared how they plan to increase section participation. Their online annual program had over 300 logins, which exceeds past in-person programs that IS has held at conferences.

The IS awards committee has completed its work virtually. They’ve created a rubric and are considering how to hold virtual awards celebrations. The section may engage with award winners, such as hosting a dinner at non-ALA/ACRL instruction conferences, such as LOEX.

IS has recently created a new task force, Building Virtual Community Task Force, to examine virtual participation within IS. Two other task forces have also been recently formed: Diversity and Inclusion Task Force and Document Review Task Force.

The section is working with ALA Emerging Leaders on a virtual strategy. The section wants to ensure that if it goes virtual, that it can still engage new professionals. IS and ALA Emerging Leaders have submitted a report to the IS Executive Committee on findings and suggestions. Some suggestions included the creation of a social media subcommittee and mentoring discussion group, updating communication procedures, updating the name for the PRIMO database, and changes to the current structure.

IS has plans to meet with the Student Learning and Information Literacy Committee (SLILC) chairs, as both groups are holding information literacy events, and IS would like to avoid overlap.

Middleton thanked Hensley and Sitar for their informative report and for engaging with the Board virtually.

## 20.0 Guidelines for Media Resources in Academic Libraries (Gisèle Tanasse) #17.0, #17.1, #17.2, #17.3

Guidelines for Media Resources in Academic Libraries Task Force Chair Gisèle Tanasse joined the Board meeting. The Board expressed its appreciation for the thorough work the task force completed to ensure stakeholders were consulted as they updated these guidelines.

**Motion:** ACRL Budget and Finance Chair John Lehner moved that the Board approves the revised ACRL Guidelines for Media Resources in Academic Libraries.

**Action:** The Board approved the revised ACRL Guidelines for Media Resources in Academic Libraries.

## 21.0 ACRL Membership Marketing

### 27.1 Student Dues Update (Petrowski) #22.0, #22.1

ACRL Associate Director Mary Jane Petrowski shared some highlights from the FY17 pilot project of $5 student dues for ACRL. Since the pilot program began, student membership has increased by 37% over FY17, with 859 student members. Retention rates for student membership has also increased, with 36.6% in 2012 and 60.4% in 2018. ACRL is looking to market the $5 student dues after receiving results from the spring membership survey.

### 27.2 Community College Marketing (Petrowski) #23.0, #23.1

ACRL Associate Director Mary Jane Petrowski referred the Board to the community college marketing plan and persona research. ACRL staff was instructed by the Board in February 2018 to develop a community college engagement marketing plan based on the recommendations made by the Community College Engagement Task Force. Staff used the task force’s research, as well as additional member research that was conducted in FY18 to develop the marketing plan.

The Board was overall pleased with the plan and asked that staff share the plan with the Community and Junior College Libraries Section (CJCLS).

## 22.0 Councilor’s Report (LaFleur)

ACRL Division Councilor LeRoy LaFleur began his update by sharing that ALA Council unanimously approved a resolution to honor African Americans who fought library segregation. On Sunday, ALA President Jim Neal read the resolution at a program at the main New Orleans Public Library.

At Midwinter 2018, a resolution addressing roadblocks to diversity in the leadership pipeline was referred to Budget Analysis & Review Committee (BARC) and the ALA Committee on Diversity. ALA Office for Diversity, Literacy and Outreach Services (ODLOS) Director Jody Gray and her office have been identifying existing research in this area to see if it can be mined to answer key questions rather than needing additional original research.

During the Council II meeting on June 25, 2018, Council approved redesigning the ALA and Council Committee intern position. Interns on ALA Committees will now be referred to as “associates,” as this title is more beneficial to mid-career professionals.

Also during Council II, Council approved a motion to amend ALA Bylaws to fill ALA Council (Section 7) or division or round table (Section 8) seats if an elected councilor declines the position. The amendment clarifies that, “If a member is elected to Council as an at-large councilor, but declines the position during the period between the announcement of the annual election results and the seating of the new Council at the conclusion of the Annual Conference, the seat will be filled by the candidate who received the highest number of votes among the candidates who were not elected the annual election.” The proposed amendment will be placed on the spring 2019 ballot for vote by ALA membership.

At the upcoming Council III Meeting, Council will review a resolution to reunite detained migrant children with their parents. LaFleur shared that it is expected for this resolution to pass. Council is also expecting to take action at Council III on several interpretations of the Library Bill of Rights regarding meeting rooms. A Tribute Resolution Recognizing Lois Ann Gregory-Wood for Fifty Years of Service as an ALA Staff Member will be presented at Council III.

*Editor’s note: ALA Council approved, on Tuesday, June 26, 2018, the following:*

* *A resolution to reunite detained migrant children with their parents;*
* *To adopt several interpretations of the Library Bill of Rights regarding meeting rooms;*
* *A Tribute Resolution Recognizing Lois Ann Gregory-Wood for Fifty Years of Service as an ALA Staff Member.*

## 24.0 Recognition of outgoing Board members (Middleton)

Middleton gave remarks for outgoing Board members and thanked them for their service on the ACRL Board of Directors.

* Kim Leeder Reed
* John P. Culshaw
* Irene M.H. Herold
* John A. Lehner

## 23.0 New Business (Middleton)

There was no new business added to the agenda.

## 25.0 Passing of the gavel (Middleton)

ACRL President Cheryl Middleton passed the gavel to Vice-President/President-Elect Lauren Pressley.

## 26.0 Adjournment (Pressley)

ACRL President Lauren Pressley adjourned the meeting at 4:20 p.m.