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| **Association of College and Research Libraries**  Board of Directors Virtual Meeting I  January 26, 2024  1:00–3:00 PM CST |

# Draft Proceedings

**Present:** Beth McNeil, ACRL President; Leo Lo, ACRL Vice-President; Erin Ellis, ACRL Past-President; Joe Mocnik, ACRL Budget and Finance Chair; Kara Whatley, ACRL Division Councilor; Allison Payne, Ex-Officio Member; Directors-at-large: Tarida Anantachai, Jessica Brangiel, Walter Butler, Amy Dye-Reeves, Mary Mallery, Yasmeen Shorish, Rebecca Miller Waltz

**Guests:** Tom Caswell, Monika Chavez, Lori Goetsch, Sam Helmick, Amanda Nichols Hess, Ashlynn Kogut, John Lehner, Jack Hang-tat Leong, Leslie Madden, Ray Pun

**Staff:** Lauren Carlton, ACRL Program Officer; Margot Conahan, ACRL Manager of Professional Development; David Free, Editor-in-Chief of C&RL News/Senior Communications and Membership Strategist; Rachel Hendrick, CHOICE Editor and Publisher; Erin Nevius, ACRL Content Strategist; Gena Parsons-Diamond, ACRL Program Manager, Data and Research; Elois Sharpe, ACRL Program Officer

## 1.0 Call to order (McNeil)

ACRL President Beth McNeil called the meeting to order at 1:00 pm central.

## 2.0 Adoption of the Agenda (McNeil)

***Motion:*** *ACRL Budget and Finance Chair Joe Mocnik moved that the ACRL Board of Directors approves the agenda as presented.*

***Action:*** *The ACRL Board of Directors approved the agenda as presented.*

## 3.0 Welcome & Report Out (McNeil)

McNeil reported on two goal-area committee updates that were given during the January 12, 2024 ACRL Virtual Board Update Meeting.

During the January 12 meeting, the ACRL New Roles and Changing Landscapes Committee (NRCL) update was given by Chair Russell S. Michalak and Vice-Chair Timothy J. Bottorff. It was shared that the committee is reviewing “New and Emerging Roles” survey results and is working on an article for publication. NRCL is also working on a DEI: inclusive leadership book project, which is expected to publish with ACRL in 2025. NRCL is collaborating with the ACRL Value of Academic Libraries Committee (VAL) on reviewing the Status of Academic Libraries Documents. The NRCL EDI Pipeline Working Group is working on a project that focuses on library workers with disabilities. The NRCL Library Spaces Working Group is developing a Welcoming Spaces LibGuide or other resource.

The ACRL Equity, Diversity and Inclusion Committee’s update was given by Chair Silvia Si Wing Vong. During the January 12 meeting, the committee shared that it has submitted a request to the ACRL Board/B&F for continuing the BIPOC membership initiative. Work is underway with NRCL on a panel on the topic of librarians with disabilities. The committee is exploring potential collaborative online tools to track EDI projects. It was reported that the EDI Committee is working with the ACRL Student Learning and Information Literacy Committee (SLILC) on a collaborative article on the impact of state laws on information literacy and teaching.

## 4.0 Goal-area committee updates (McNeil, Jack Hang-tat Leong, Monika Chavez) #3.0, #5.0, #7.0

ACRL Research and Scholarly Environment Committee (ReSEC) Chair Jack Hang-tat Leong began his update by highlighting the [*C&RL* topical issue: Open and Equitable Scholarly Communications](https://crl.acrl.org/index.php/crl/issue/view/1650) and the *C&RL News* scholarly communication column. The [ACRL/SPARC Forum: Editorial Board Resignations to Align Journals with Community over Commercialization](https://acrl.ala.org/acrlinsider/acrl-sparc-forum-editorial-board-resignations-to-align-journals-with-community-over-commercialization/) was held in October 2023 and was well attended. The [ACRL Scholarly Communication RoadShow: From Understanding to Engagement](https://www.ala.org/acrl/conferences/roadshows/scholarlycommunication) will be offered in-person at a west coast institution later this year. Leong concluded that [Open Access Week](https://acrl.ala.org/acrlinsider/celebrate-international-open-access-week-2023/) in October 2023 was a good opportunity to highlight ACRL’s scholarly communications resources.

ACRL Value of Academic Libraries Committee (VAL) Chair Monika Chavez began her report by sharing the committee is structured with four subcommittees and three workgroups. The Changing Landscapes Subcommittee is collaborating with NRCL to provide trend talks, and the next talk is planned for April 2024. The Communications Subcommittee is working on the overall message that should be shared with the library profession on the role and work of VAL. The EDI and SJ Subcommittee continues work on the [VAL Spotlight Series](https://acrl.ala.org/acrlinsider/category/value-of-academic-libraries/val-spotlight-series/). The Learning Analytics/Privacy Subcommittee plans to refine the [Learning Analytics Toolkit](https://acrl.libguides.com/val/latoolkit), but this subcommittee is currently on pause. VAL is working on the revision of the Standards for Libraires in Higher Education, and plans to consider how to complete the update to include institutions that cannot participate in EDI work per state laws.

The Board advised that VAL should connect with the ACRL EDI Committee to learn more about the EDI Committee’s potential EDI tracking project on state laws.

## 5.0 Consent Agenda Full Board (McNeil) #2.0,#2.1, #2.2, #2.3, #2.4

The Board removed the following items from the consent agenda for discussion later in the agenda:

* Extension National Survey of Student Engagement (NSSE) Information Literacy Module Review Task Force #2.2
* Dissolution Research and Assessment Metrics Discussion Group #2.3

***Motion:*** *ACRL Division Council Kara Whatley moved that the ACRL Board of Directors approves the consent agenda as amended.*

*Confirmation of Virtual Votes #2.0*

* *ACRL Bylaws Revisions and Addition*
* *FY25 assumptions for ACRL & Choice*

*Approval of:*

* *Establish Training & Equity in Library Work Division-level Discussion Group #2.1*
* *Creation of Library EDI Committees Discussion Group #2.4*

***Action:*** *The ACRL Board of Directors approved the consent agenda as amended.*

*Confirmation of Virtual Votes #2.0*

* *ACRL Bylaws Revisions and Addition*
* *FY25 assumptions for ACRL & Choice*

*Approval of:*

* *Establish Training & Equity in Library Work Division-level Discussion Group #2.1*
* *Creation of Library EDI Committees Discussion Group #2.4*

## 6.0 Board Nominations Processes & Transparency (Lo) #18.0

ACRL Vice-President Leo Lo led the conversation on Board nominations processes and transparency. The discussion primarily revolved around the challenges and potential solutions for increasing participation in board positions. The Board discussed the nomination process, with suggestions made to streamline it, make the position less intimidating, and broaden the search for candidates. It was recommended that the ACRL Nominations and Policies Audit Task Force report and recommendations from February 2023 be revisited. Another recommendation was for current Board members to reach out to potential nominees to help demystify the process. There were concerns about the significant time commitment and costs associated with the role. The Board raised concerns about the lengthy calendaring process. The Board highlighted the importance of proactive outreach and providing a concise summary of expectations. The Board acknowledged the need to address perceived barriers based on demographics and to make the process more intentionally inclusive. Lo recommended that the Board share the call for nominations with their networks.

***Next steps:*** *Staff and the Board will revisit ACRL Nominations and Policies Audit Task Force report and recommendations from February 2023. The recommendation to include conversations with current Board members and potential nominees will be considered for the next cycle.*

## 7.0 Communities of Practice (McNeil) #16.0, #16.1

The Board discussed establishing a new task force to review ACRL Communities of Practice and expressed concerns about the proposed timeline. If needed, the timeline could be revisited by the Board. The group also discussed election challenges, such as unopposed slates, and potential solutions. The Board agreed that the section elections portion of the task force should be removed.

***Motion:*** *ACRL Past President Erin Ellis moved that the ACRL Board of Directors approves the establishment of the ACRL Communities of Practice Review Task Force, with the amendment to remove section election processes review from the charge.*

***Action:*** *ACRL Board of Directors approved the establishment of the ACRL Communities of Practice Review Task Force, with the amendment to remove section election processes review from the charge. The approved task force includes:*

* **Name**
  + ACRL Communities of Practice Review Task Force
* **Charge**
  + To review and make recommendations for ACRL Interest Group and Discussion Group structure, leadership, budget, and reporting. ~~To review and make recommendations for section election processes.~~
* **Tasks**

1. Make a recommendation on how ACRL can best provide opportunities for ACRL members to form groups that engage on timely, hot topics for the academic and research library community. If needed, identify a new group’s name, as well as its leadership, continuation, budget, and reporting policy.
2. Ensure there is a pathway to forming a section. If needed, recommend policy updates for the ACRL Guide to Policies and Procedures.
3. ~~Review and make recommendations on section elections, if ALA election system should continue to be used, and how to approach unopposed or vacant positions.~~
4. If needed, recommend changes to the ACRL Bylaws.

* **Composition**
  + 1 Chair
  + A minimum of five members (i.e., a chair and four members)
  + 1 member representing sections (current or former)
  + Prefer 1 member representing interest groups (current or former)\*
  + Prefer 1 member representing discussion groups (current or former)\*
  + 1 Board liaison
  + 1 Staff liaison
  + Additional member appointments at the discretion of the Vice-President/President-Elect
  + \* Note: this task force is being recommended partly due to decreased engagement. If a representative from interest groups and/or discussion groups cannot be identified, then the task force will seek to gather input and background information for these groups.
* **Timeline**
* Task force terms: February 2024 to January 2025. *Note: due to the time it takes to complete appointments, task force terms will most likely begin in March or April 2024.*
* Date interim reports are due: June 2024, Fall 2024
* Date final report is due: January 2025

***Next steps:*** *the Presidents and ACRL Interim Executive Director will discuss how to handle unopposed slates during their next presidents’ call.*

## 8.0 Membership Groups at Conference (Whatley) FYI-2

The Board next discussed the need to address concerns raised by ACRL members about the cost of attending conferences and how to maintain social and networking opportunities. The working group will be surveying sections to gather their feedback. After survey responses have been collected, the Board will review and determine next steps.

## New Business

The Board discussed the items removed from the consent agenda.

For the Dissolution Research and Assessment Metrics Discussion Group (Doc 2.3), the Board requested that staff post to the group’s ALA Connect Community. This community has 1,500 members and the Board wanted to ensure that there is no volunteer to lead the group.

For the Extension National Survey of Student Engagement (NSSE) Information Literacy Module Review Task Force (Doc 2.2), the Board asked for more information for why the action included a request to waive the five-year commitment maximum. ACRL Program Manager, Data and Research Gena Parsons-Diamond shared that the exception to ensure continuity for the group’s leadership.

***Motion:*** *ACRL Past President Erin Ellis move that the ACRL Board of Directors approves renewing the National Survey of Student Engagement (NSSE) Information Literacy Module Review Task Force with the included charge, membership, timeline and tasks.*

***Action:*** *The ACRL Board of Directors approved renewing the National Survey of Student Engagement (NSSE) Information Literacy Module Review Task Force with the included charge, membership, timeline and tasks.*

* **Name:** ACRL National Survey of Student Engagement (NSSE) Information Literacy Module Review Task Force
* **Charge:** To work with the National Survey of Student Engagement (NSSE) staff to assess the Information Literacy Module data from the 2024 NSSE and perform engagement and outreach to membership and relevant higher education groups.
* **Tasks**

1. Work on creating educational materials;
2. Perform outreach to invested stakeholders;
3. Analyze data from the NSSE 2024 assessment (available summer 2024)
4. Report out on the data to ACRL membership and selected higher education groups; and
5. Determine a sustainability plan for a standing group within ACRL to work with the NSSE, e.g. creating a new committee or folding the work into an existing committee.

* **Composition**
  + 1 chair
  + 4 continuing members
  + 3 new members
  + 1 Board liaison
  + 1 staff liaison
  + Additional member appointments at the discretion of the Vice-President/President-Elect
  + Appointments are exempt from the five-year limit to consecutive service for the same group. The chair and members may serve up to six years of consecutive service on the task force.
* **Timeline**
  + Task force terms: July 1, 2024 to June 30, 2026
  + Date interim report is due: June 30, 2025
  + Date final report is due: June 30, 2026

## 9.0 Awards Process Implementation Task Force (Lori Goetsch, John A. Lehner) #17.0, #17.1, #17.2, #17.3

ACRL Awards Process Implementation Task Force Co-Chairs Lori Goetsch and John A. Lehner were welcomed to the meeting. The Board asked for clarification on the timeline for the review of processes by awards committees. There was also a discussion about the distinction between awards and grants in the new policy. There were also questions on how the ALA Awards Task Force will impact ACRL awards. One of the recommendations is to end cash gifts, and it was asked if sections can do their own fundraising to give cash gifts. It was advised that ending cash gifts is being recommended due to the inequitable nature of cash gifts. It was also recommended that the Board may want to consider a strategic coordination of for future fundraising. There was a discussion about the importance of effective communication, and it was agreed that a memo should be sent to the sections following the Board’s outcome.

The Board expressed their gratitude to the co-chairs and the task force for their work to improve the ACRL awards program.

***Motion 1:*** *ACRL Director-at-large Yasmeen Shorish moved that the ACRL Board of Directors approves the establishment of the division-level Awards Coordinating Committee with the proposed charge, composition, and tasks.*

***Action 1:*** *The ACRL Board of Directors approved the establishment of the division-level Awards Coordinating Committee with the proposed charge, composition, and tasks.*

* **Name:** Awards Coordinating Committee
* **Charge:** The Awards Coordinating Committee provides leadership and oversight for the ACRL Awards program.
* **Specific Tasks:**
  1. Review the ACRL Awards program on a regular basis (5 years), including the awards and grants given, financial support, and division policies that address or impact awards and grants, and make recommendations for needed changes to the ACRL Board of Directors.
  2. Establish a process for reviewing awards and grants, including their purpose, description, and selection criteria, and recommending changes as needed.
  3. Provide annual training and resources on awards-related equity practices for members of awards committees.
  4. Work with ACRL staff to develop a standardized submission platform for nominations.
  5. Assist award and grants committees in identifying potential nominees and soliciting nominations.
  6. Establish and oversee a process to ensure that an individual or group does not receive more than a single award for the same publication or program.
  7. Collect and share data on award nominees and winners.
  8. Work with ACRL staff to hold an annual, division-wide ceremony for award and grant recipients.
  9. Develop and maintain a calendar of the committee’s work.
  10. File an annual report on the committee’s activities with the ACRL Board.
* **Composition:** 
  + 1 Chair
  + 1 Vice-Chair, who serves a one-year term as Vice-Chair followed by a one year term as Chair
  + 1 Board liaison
  + 1 staff liaison
  + 4-6 additional members, with appointments staggered to provide continuity.
  + Additional appointments at the discretion of the ACRL Vice-President/President-Elect and Appointments Committee.
  + Members should have previous experience serving on an ACRL award or grant committee and should be drawn from a diversity of ACRL Sections. In addition, the membership should represent a diversity of institution types (community colleges, baccalaureate-granting colleges, master’s granting institutions, doctoral-granting universities, and independent research libraries).
  + Since it is important that the vice-chair/chair be knowledgeable about the responsibilities and concerns of the committee, it is suggested that the committee vice-chair/chair be selected from the existing committee membership.

***Motion 2:*** *ACRL Past President Erin Ellis moved that the ACRL Board of Directors approves the Awards Process Implementation Task Force recommendations in Doc 17.1.*

***Action 2:*** *The ACRL Board of Directors approved the Awards Process Implementation Task Force recommendations in Doc 17.1.*

## Open Microphone (McNeil)

The Board heard from 2025-2026 ALA President Candidates, Ray Pun, Academic and Research Librarian, Alder Graduate School of Education in California and Sam Helmick, Community & Access Services Coordinator, Iowa City Public Library. Candidates were each allotted up to three minutes to address the Board.

## 11.0 Adjournment (McNeil)

***Motion:*** *ACRL Director-at-large Yasmeen Shorish moved that the ACRL Board of Directors adjourn their meeting.*

***Action:*** *The ACRL Board of Directors adjourned their meeting.*

*-Proceedings created by Zoom AI; edited by ACRL Interim Executive Director Allison Payne*



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| **Association of College and Research Libraries**  ACRL Board of Directors Virtual Meeting II  January 31, 2024  1:00 PM–3:00 PM CST |

# Proceedings

**Present:** Beth McNeil, ACRL President; Leo Lo, ACRL Vice-President; Erin Ellis, ACRL Past-President; Joe Mocnik, ACRL Budget and Finance Chair; Kara Whatley, ACRL Division Councilor; Allison Payne, Ex-Officio Member; Directors-at-large: Tarida Anantachai, Jessica Brangiel, Walter Butler, Amy Dye-Reeves, Mary Mallery, Yasmeen Shorish, Rebecca Miller Waltz

**Guests:** Andrea Patricia-Baer, Amanda Folk, Sarah Horowitz

**Staff:** Margot Conahan, ACRL Manager of Professional Development; David Connolly, ACRL Recruitment Ad Sales Manager/Editorial Assistant; David Free, Editor-in-Chief of C&RL News/Senior Communications and Membership Strategist; Rachel Hendrick, CHOICE Editor and Publisher; Erin Nevius, ACRL Content Strategist; Gena Parsons-Diamond, ACRL Program Manager, Data and Research; Elois Sharpe, ACRL Program OfficerTop of Form

## 12.0 Call to order (McNeil)

ACRL President Beth McNeil called the meeting to order.

## 13.0 Opening remarks (McNeil)

The Board and guests were welcomed to Board II.

## 14.0 Adoption of the Agenda (McNeil)

It was recommended that the FY25 Dues Category action, which was pending from the ACRL Joint Board & Budget and Finance Committee Virtual Meeting, held on January 29, 2024. The Board agreed to add this to the agenda.

***Motion:*** *ACRL Director-at-large Yasmeen Shorish moved that the ACRL Board of Directors approves the agenda as amended.*

***Action:*** *The ACRL Board of Directors approved the agenda as amended.*

## 15.0 Goal-area Committee Updates #3.0

### 15.1 Student Learning and Information Literacy Committee (Amanda L. Folk) #6.0

ACRL Student Learning and Information Literacy Committee (SLILC) Chair Amanda Folk was welcomed to the meeting. Folk began her update by sharing that the Professional Development Team is working on a call for panelists for two upcoming webinars expected to be held in June 2024. The Publications Team has been managing proposals for the “Perspectives on the Framework” column for *C&RL News* and working on a panel for journal editors.

It was next reported that the Committee has been working with the ACRL Instruction Section (IS) on the review of the Framework for Information Literacy for Higher Education. The Working Group is taking a two-phased approach, with the first step being environmental scanning. It was surfaced that the original deadline of Annual 2025 may need to be extended, and the Board agreed it could review that request if needed.

## 16.0 Organizational Memberships (David Free) #19.0, #19.1, #19.2, #19.3, #19.4

David Free, Editor-in-Chief of *C&RL News*/Senior Communications and Membership Strategist began the discussion on ACRL organizational memberships. During the ACRL Board’s meeting at the 2021 LibLearnX, the Board discussed potential dues increase and new benefits for organizational members. The result of the 2021 discussion was to leave organizational dues the same at $125.

During the January 31, 2024 Board meeting, there was some support to increase organizational dues and benefits. Board members shared that some of the institutions are not ACRL organizational members due to lack of benefits. Recommendations for potential new benefits included discounts for ACRL professional development, such as the ACRL Conference and webinars; offering discounted personal dues; and providing service opportunities for employees of organizational members. Providing service opportunities could increase the value proposition for minority-serving institutions (MSI) and provide volunteer appointments for underrepresented individuals. There was also a recommendation to explore tiered organizational models.

The Board recognized that ACRL is mainly a personal membership association, and that comparisons with other personal dues associations would be helpful.

The Board expressed interest in continuing this discussion and developing a value proposition for organizational membership, including for community colleges, at the April 25, 2024 ACRL Spring Board Virtual Meeting. A Board working group will be formed to prepare this discussion for the spring meeting.

## 17.0 ALA Organizational Updates (McNeil)

The Board expressed concerns about continuing the LibLearnX conference due to the financial losses. The Board raised concerns about the lack of clear and adequate information regarding ongoing projects and budget issues within ALA, feeling that the organization was not being good stewards of their budget and goals.

The Board emphasized concerns about the uncertainty around the ALA Executive Director search.

There were also concerns about the Operating Agreement, particularly the 25/75 split to build ALA reserves. Concerns were also voiced about the lack of access for using divisions’ net asset balance, that some units would be subsidizing other units, and the ambiguity surrounding units operating in the red. The Board also voiced concerns about the impact of the operating agreement conversations on the ability to provide benefits for their members. It was clarified that all four overhead scenarios were still being considered.

The discussion concluded by emphasizing the need for transparency and collaboration in building solutions.

## 18.0 ACRL & Choice FY24 Q1 (Mocnik, Payne, Hendrick) #9.0, #9.1, #10.0

ACRL Budget and Finance Chair Joe Mocnik discussed the summary budget and noted the internal salary savings as a positive aspect. ACRL Interim Executive Director Allison Payne then provided insights into the ACRL budget, reporting revenues of $464K and expenses of $454K, resulting in a surplus of $10K. She attributed the surplus to significant salary savings and expected the year to end close to the budget. The Board asked if there was an update on filling the positions. Payne shared that she had hired a part-time temporary employee and was waiting on final confirmation for another full-time position. She also mentioned plans to submit for additional positions. The Board discussed a potential 10% travel expense cut, assuring that it wouldn't affect the upcoming fall 2024 strategic planning meeting in Chicago.

Choice Editor and Publisher Rachel Hendrick gave an update on Choice’s FY24 Q1 performance, and it was noted that Choice is ahead of budget. The return of in-person events was discussed, with Rachel expressing some concern about the shift in advertising dollars.

## 19.0 ACRL & Choice Preliminary FY25 Budget (Mocnik, Payne, Hendrick) #11.0, #12.0, #12.1, #13.0, #13.1

The preliminary FY25 budgets for ACRL and Choice were presented, anticipating further budget adjustment requests from ALA. There were also discussions about declining print magazine subscriptions and the leveling off of digital subscriptions, with potential price increases being considered. Concerns were raised about the operating agreement and overhead costs.

## 20.0 Officer Reports (McNeil, Lo, Ellis, Whatley, Payne) #1.1, #1.2, #1.3, #1.4, #1.5

The officers shared updates on various topics. McNeil shared her recent interview about Gen Z and Millennials engagement with the library. Lo discussed his experience attending the planning committee for the 2025 ACRL Conference and an interview about AI and libraries. Ellis discussed a meeting with the Chapters Council. Whatley reported on key issues, including attendance issues for membership meetings, the decision to hold a virtual-only membership meeting in 2024, the proposal to change the dates of future ALA Annual Conferences to not coincide with Pride celebrations, and the adoption of standards for accreditation of master's programs in library and information studies. McNeil suggested a plan to tackle two items on the agenda, move into executive session, and then adjourn.

## 21.0 New Business (McNeil)

The Board discussed and approved the Budget and Finance Committee's recommendation to eliminate the retired members' dues category.

***Motion:*** *ACRL Budget and Finance Chair Joe Mocnik moved that the ACRL Board of Directors approves aligning the retired member dues category with the Type I personal dues category to simplify the division’s dues structure in accordance with the new ALA membership model approved by the association Executive Board.*

***Action:*** *The ACRL Board of Directors approved aligning the retired member dues category with the Type I personal dues category to simplify the division’s dues structure in accordance with the new ALA membership model approved by the association Executive Board*

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## 22.0 Adjournment (McNeil)

The Board adjourned the meeting.

*-Proceedings created by Zoom AI; edited by ACRL Interim Executive Director Allison Payne*