Association of College and Research Libraries
Fall Board Virtual Meeting
November 16, 2018
Zoom
https://zoom.us/webinar/register/WN_QJJJOyL9TsCWo9TniSjMHQ
1:00–4:00 p.m. Central

Proceedings

Present: Lauren Pressley, Karen Munro, Cheryl A. Middleton, LeRoy Jason LaFleur, Faye A. Chadwell, April D. Cunningham, Jeanne R. Davidson, Caroline Fuchs, Beth McNeil, Lori J. Ostapowicz-Critz, Mary Ellen K. Davis

Not present: Carolyn Henderson Allen, Emily Daly, Kelly Gordon Jacobsma

Staff: David Connolly, Mark Cummings, Sara Goek, Erin Nevius, Gena Parsons-Diamond, Allison Payne, Mary Jane Petrowski, Elois Sharpe

Guest: Larayne Dallas

1.0 Call to order (Pressley)
ACRL President Lauren Pressley called the meeting to order at 1:04 p.m.

2.0 Opening remarks/review of ground rules (Pressley)
Pressley referred the Board its ground rules and social media guidelines included on the agenda. She thanked the Board for meeting virtually and advised that Board members could use their microphone or the chat box to participate in discussions.

3.0 Adoption of the agenda (Pressley)
Pressley asked the Board if there are any changes to the agenda or items for New Business. ACRL Director-at-large Jeanne Davidson shared that she can give an update on the Appointments Board Working Group during New Business. The Board approved its agenda with this addition.

4.0 Consent Agenda (Pressley)

Pressley referred the Board to the items included on the Consent Agenda and asked if there is further discussion.

- 4.1 Disband ACRL Library and Information Science Education Interest Group #2.0, #2.0a
- 4.2 Dissolution Institutional Research Interest Group #2.1, #2.1a
- 4.3 ACRL/RBMS-ARLIS/NA-SAA Joint Task Force on Development of the Art and Rare Materials BIBFRAME Ontology Extension #2.3
- 4.4 ACRL/LLAMA Interdivisional Committee on Building Resources Restructure #2.2
- 4.5 Board Ground Rules & Social Media Guidelines #4.0, #4.1

Motion: *ACRL President Lauren Pressley moved that the Board approves its Consent Agenda as presented.*

Action: *The Board approved its Consent Agenda as presented.*

5.0 ACRL Plan for Excellence Proposed Revisions (Pressley) #5.0, #5.1

ACRL President Lauren Pressley referred the Board to Doc 5.1, which shows the proposed revisions to the ACRL Plan for Excellence. The changes in Doc 5.1 include recommendations made during the 2018 Strategic Planning and Orientation Session (SPOS). After SPOS, the four goal-area chairs reviewed and approved changes to their goals and objectives. Also following SPOS, the draft Plan for Excellence was circulated to the Board listserv and additional edits were collected and are included in Doc 5.1

Pressley asked the Board for feedback on the proposed revisions, and the Board agreed with the changes. The Board had some concern regarding the definition of the phrase, "different ways of knowing," which appears three times in the document. The Board agreed that it is okay to keep the definition open to interpretation.

The Board discussed New Roles and Changing Landscapes' new third objective, "Increase diversity, cultivate equity, and nurture inclusion in the academic library workforce." There was some concern that the committee would not have enough resources to work on the new objective due to them being a relatively new committee. The Board agreed that additional members could be added if needed and other committees could also work to advance this objective.

The Board considered if further discussion was needed before adopting its core commitment to equity, diversity and inclusion (EDI). The Board agreed that since the text reflected discussions at SPOS and since the goal-area chairs have had the opportunity to review and comment on the language both during and after SPOS that the Board was ready to take action.

Motion: ACRL Director-at-large Caroline Fuchs moved that the Board approves the proposed revisions to the Plan for Excellence as shown in Doc 5.1.

Action: The Board approved the proposed revisions to the Plan for Excellence as shown in Doc 5.1.

6.0 ACRL Budget

6.1 FY18 3rd close results (Davis) #10.0, #11.0, #11.1
ACRL Executive Director Mary Ellen Davis filled in for ACRL Budget and Finance Chair Carolyn Henderson Allen, who had a conflict during the Board meeting. Davis shared that previous Budget and Finance Chair John Lehner's FY18 report and infographic will appear in the December issue of *C&RL News*. In FY18, ACRL had planned a budgeted deficit of over one million dollars in an effort to strategically invest its net asset balance in programs and services to benefit members. ACRL performed better than budgeted and ended the year at negative $731,567. Some areas that outperformed budget include *Academic Library Trends & Statistics* sales, book sales, licensed workshops, e-learning, and classified advertising revenues. Some underperforming areas include membership dues, consulting, and product advertising in journals. There was some savings for Project Information Literacy's research project on how students consume news due to the final bill not coming in time for the end of the fiscal year.

Choice's FY18 ended the year under budget for revenues and expenses, which resulted in a slightly larger deficit than budgeted. FY18 was the first year of the "swap" to fund the Open Choice Project, with $525,000 being moved from ACRL's net asset balance to Choice's net asset balance. In return, Choice transferred $350,000 from its LTI into ACRL's LTI.

The Board asked for information on Choice and EBSCO. Over the years, Choice has tried to license content to EBSCO, but negotiations have not led to any contracts thus far.

6.2 FY20 Budget Assumptions (Davis) #12.0
ACRL Executive Director Mary Ellen Davis referred the Board to the FY20 budget assumptions. Prior to the Fall Board Meeting, the Budget and Finance Committee met virtually to discuss and give input on the FY20 assumptions. The Board and Budget and Finance Committee will both review the FY20 draft budget at Midwinter 2019. Based on potential input received at Midwinter, staff will update the budget before both groups review and the Board approves at Annual 2019. Davis advised that FY20 was budgeted with partial accrual accounting, with expenses being recognized as they are debited and revenues being deferred to the month of the event.

The Board asked if there is money budgeted for a change management instructional designer for New Roles and Changing Landscapes. Davis reported that there will be $2,500 budgeted for ongoing costs in FY20 and that initial expenses will are budgeted for FY19.

The Board asked for some clarification on the layout of the document and what the project numbers represented; Davis explained the document's format.

The Board asked if there should be more money budgeted for Spectrum scholars to show support of the newly approved equity, diversity, and inclusion (EDI) Core Commitment. The FY20 assumptions as presented include support for one Spectrum Scholar, so the Board agreed to increase funds to support two Spectrum Scholars in FY20. The Board asked if ALA has increased the amount to support Spectrum Scholars. ACRL staff will investigate this for the Board.

Editor's note: Support for an ALA Spectrum Scholar has increased from $6,500 to $7,000.

Motion: *ACRL Director-at-large Beth McNeil moved that the Board approves the FY20 budget assumptions, with the update to increase support from one to two Spectrum Scholars.*

Action: *The Board approved the FY20 budget assumptions, with the update to increase support from one to two Spectrum Scholars.*

7.0 Friends Funds Disbursement (Davis/Petrowski) #8.0
ACRL Executive Director Mary Ellen Davis thanked ACRL Associate Director Mary Jane Petrowski for her leadership of ACRL Friends and for drafting the Board request.

Motion: *ACRL Division Councilor LeRoy LaFleur moved that the Board approves the use of up to $16,500 from ACRL Friends funds to match gifts to ACRL, with up to $10,000 to match gifts to any ACRL Friends fund and up to $6,500 to match contributions to support an ACRL/ALA Spectrum Scholar during the FY19 ALA/ACRL Giving Tuesday and Annual Campaign (November 1 – December 31, 2018).*

Action: *The Board approved the use of up to $16,500 from ACRL Friends funds to match gifts to ACRL, with up to $10,000 to match gifts to any ACRL Friends fund and up to $6,500 to match contributions to support an ACRL/ALA Spectrum Scholar during the FY19 ALA/ACRL Giving Tuesday and Annual Campaign (November 1 – December 31, 2018).*

8.0 Awards Board Working Group (Fuchs) #15.0, #15.1
ACRL Director-at-large Carline Fuchs began the discussion by sharing that an Awards Board Working Group was created at Annual 2017 to review the recommendations of the Awards Task Force.

The Board agreed the working group's recommendations addressed questions regarding how to handle sponsorships and the process for creating new awards. The Board asked for clarification if the policies would affect awards that were established prior to the 2018 Fall Meeting. Davidson advised that newly established awards would not be affected. The Board agreed that awards that do not currently have monetary support may continue without funding.

The Board requested that staff follow-up with membership groups if the new policies are approved. ACRL staff will notify membership groups if the Board approves new awards guidelines.

Motion: ACRL Director-at-large Jeanne Davidson moved that the Board approves the following:

- *A five-year moratorium on establishing new awards, effective November 16, 2018. Beginning in January 2024, the ACRL Board may consider new awards that do not overlap with existing awards and have a three-year commitment of at least $3,000 for professional recognition awards and $1,000 for publication awards. Existing section awards may maintain their current funding levels under the new guidelines.*
- *Proposed amendments to the language of the ACRL Guide to Policies and Procedures (Doc 15.1) indicating that all awards must be administered either at the division or section level*
- *A new policy establishing parameters for section funding, outlined in the proposed amendments to the ACRL Guide to Policies and Procedures (Doc 15.1)*
- *In Fall 2023, revisit and review the process for establishing new ACRL awards.*

While the motion was open for discussion, the Board agree to amend the first bullet to include, "effective November 16, 2018."

Motion: The Board approved the following:

- *A five-year moratorium on establishing new awards, effective November 16, 2018. Beginning in January 2024, the ACRL Board may consider new awards that do not overlap with existing awards and have a three-year commitment of at least $3,000 for professional recognition awards and $1,000 for publication awards. Existing section awards may maintain their current funding levels under the new guidelines.*
- *Proposed amendments to the language of the ACRL Guide to Policies and Procedures (Doc 15.1) indicating that all awards must be administered either at the division or section level*
- *A new policy establishing parameters for section funding, outlined in the proposed amendments to the ACRL Guide to Policies and Procedures (Doc 15.1)*

- *In Fall 2023, revisit and review the process for establishing new ACRL awards.*

13.0 Reports

As the Board was ahead of schedule, it next discussed agenda item 13.0. Davis shared that the ACRL/Knight Foundation report, "[How Students Engage with News: Five Takeaways for Educators, Journalists, and Librarians](#)" was published in October 2018, and has been a popular resource. The officers referred the Board to their written reports and asked if there were any questions. As there were no questions, the Board moved on to the next agenda item.

- 13.1 President's report (Pressley) #1.1
- 13.2 President-elect's report (Munro) #1.2
- 13.3 Past President's report (Middleton) #1.3
- 13.4 Councilor's update (LaFleur) #1.4
- 13.5 Exec. Director's Plan for Excellence Activities Report (Davis) #1.5, #1.6

13.6 Representative Reports (Middleton) #6.0

ACRL Past President Cheryl Middleton referred the Board to the reports received from the ACRL Representatives Assembly. She began her report by sharing that the Freedom to Read Foundation (FTRF) is celebrating its 50-year anniversary and is encouraging ALA/ACRL members to join the organization.

Middleton next discussed the representative report from Tabatha Farney, ACRL representative to the ALA Information Technology Advisory Council (formerly Web Advisory). After GDPR legislation was passed in Europe, California is considering adopting similar policies. The advisory council has been discussing GDPR and how ALA will comply with the new laws. The Board asked for an update on ALA's progress to abide by GDPR. Davis reported that ALA ITTS is working on GDPR procedures to share with the organization, including best practices for handling sales data from publications.

The Board reported that some institutions are not focusing on GDPR compliance, as the law is limited to residents of the European Union.

9.0 Update on Open Choice Project (Cummings) #7.0

Choice Editor & Publisher Mark Cummings was welcomed to the meeting to give the Board an update on the Open Choice project. Choice recently published a whitepaper, "Course Materials Adoption: A Faculty Survey and Outlook for the OER Landscape." The whitepaper has had over 600 downloads and was authored by Steven Bell, Associate University Librarian, Temple University.

Cummings shared that Choice's initial plan to create a review repository service with a peer-to-peer platform was abandoned. Choice had been exploring developing a peer-to-peer platform for faculty using OER and a large university system had been interested in working with CHOICE with some grant funding to develop a pilot product. Th university decided to go with a less expensive, less fulsome option without CHOICE. Meanwhile, Choice's market research showed that while there was interest in the product, there was not institutional funding to subscribe or support a new product for OERs.

Choice has developed a detailed review template for OERs and has collected about 150 reviews of open education materials. It is now considering how best to make these reviews available. Work will continue on OERs while CHOICE explores other revenue-generating ideas that support the profession.

Cummings and Choice Editorial Director Bill Mickey both held presentations at the recent Charleston Conference. One session was on textbook affordability and the other session was on the whitepaper, "Marketing Academic Library Resources and Services." Both sessions were well attended.

The Board thanked Mark for his report and work developing the Open Choice project.

10.0 Board at Midwinter 2019 (Pressley)

The Board discussed potential agenda items for its meetings during the 2019 ALA Midwinter Meeting. The recommendations included:

- Update on ALA/ACRL membership trends, including information about persona research;
- ALA Organizational Effectiveness;
- Follow-up on 2018 SPOS EDI discussions with DeEtta Jones. There was some support to see if Jones or Jody Gray, ALA ODLOS Director, could provide EDI training beyond SPOS attendees. The Board recommended that potential attendees could be Immersion faculty and RoadShow presenters.

The Board recommended the following as potential topics for its Joint Board and Budget & Finance Meeting:

- ALA Organizational Effectiveness;
- ACRL's governance meetings at future ALA Midwinter Meetings, as ALA reimagines Midwinter.

11.0 Leadership Council MW (Pressley) #13.0, #14.0

Pressley asked the Board for potential topics at the upcoming Leadership Council during the 2019 ALA Midwinter Meeting. The Board suggested the following potential topics could be explored as for Leadership Council.

- Highlight and share equity, diversity, and inclusion (EDI) revisions in the newly approved ACRL Plan for Excellence. It was suggested that the ACRL Presidential Forum Midwinter 2019 speaker, Terryl Ross, Assistant Dean of Diversity, Equity, and Inclusion, University of Washington College of the Environment, might be available to give a similar presentation to the Leadership Council.
- Presentation by goal-area chairs on how they are incorporating EDI in their work plans, with table discussions by committee leaders on how each committee can revise work plans to include EDI.
- Presentation by an ALA Organizational Effectiveness Task Force member.
- Change to open seating, so leaders are no longer placed with their Board liaisons. Based on feedback, there was confusion from membership and requests for new seating arrangements.
- Give an ACRL/ALA Budget 101 session. In past years, this was done by the Budget & Finance Chair and was well received.

The presidents will investigate speaker availability and will consider these recommendations as they develop the Leadership Council agenda.

12.0 New Business (Pressley)

12.1 ALA Organizational Effectiveness FYI-11

Pressley referred the Board to the report from the ALA Steering Committee on Organizational Effectiveness. The Board asked for more information on the role of the Tecker International facilitator. ACRL Executive Director Mary Ellen Davis advised that Tecker will be working with the steering committee to develop alternate governance models but that none had been made public at this time.

12.2 ACRL Appointments Board Working Group

ACRL Director-at-large Jeanne Davidson shared that the working group met recently to review ACRL's appointment process and to discuss potential improvements. The working group overall felt that the appointments process could be more transparent for volunteers. One recommendation for transparency was the development of a rubric for volunteers, so volunteers could understand what criteria is valued by the Appointments Committee/President-elect. The working group also advised that updated language to the Call

for Volunteers and online form could improve communication and transparency about the process and goals of the Appointments Committee.

ACRL staff has been working with ALA ITTS and the ALA Office for Diversity, Literacy and Outreach Services to add demographics questions to the volunteer form. ACRL staff has also developed an online form to formalize the committee chair recommendation process.

12.3 Diversity Board Working Group
ACRL Director-at-large Lori Ostapowicz-Critz shared that the Diversity Board Working Group met recently and plans to meet again after Thanksgiving. The group has been discussing the future role of the current Diversity Committee, and how it might be involved in ACRL's new Core Commitment to EDI. The working group is considering if the Diversity Committee should oversee the ACRL Diversity Alliance after the task force ends. The working group agreed that the Diversity Committee should continue its review and update of the *Diversity Standards: Cultural Competency for Academic Libraries*.

14.0 Adjourn to Executive Session (Pressley)
The Board adjourned to executive session at 3:47 p.m.

15.0 IFLA Appointments (Pressley) #16.0, #16.1
The Board discussed IFLA appointments during its executive session.

16.0 Report out of Executive Session (Pressley)
The Board approved six recommendations for candidates for nomination to stand for election for the IFLA standing committees listed below:

- Academic and Research Libraries Section: Jean Zanoni
- Art Libraries: Elsa Loftis
- Information Literacy: Merinda Kaye Hensley
- Rare Books and Manuscripts: Beth Kilmarx
- Science and Technology Libraries: Sandra Avila
- Social Science Libraries: Celia Emmelhainz

17.0 Adjourn (Pressley)
Pressley adjourned the meeting at 4:00 p.m.