

LIBRAS Spring Directors' Meeting

May 1, 2013

Kendall College

Present:

Sally Anderson, North Park University; Jill Bambenek, Dominican University (Treasurer); Jan Chindlund, Columbia College; Terry Cottrell, University of St. Francis; Jana Fast, Lewis University; Iva Freeman, Kendall College; Jack Fritts, Benedictine University; Rita Koller, Lake Forest College (proxy for James Cubit); Felice Maciejewski, Dominican University; Nancy Mactague, Aurora University (proxy for John Law); Kathryn Maier-O'Shea, North Park University (President); David Malone, Wheaton College (Vice-President/President-Elect); Mary O'Dea, North Central College (Secretary); Tippi Price, Trinity Christian College (proxy for Marcille Frederick); Lisa Richmond, Wheaton College; Yana Serdyuk, Concordia University; John Small, North Central College (Past President / Continuing Education Coordinator); Susan Swords Steffen, Elmhurst College; Mark Vargas, Saint Xavier University; Larry Wild, Judson University.

Absent: Dr. Rob Krapohl, Trinity International University.

Introductions & Welcome:

The meeting of the LIBRAS Executive Committee and Member Library Directors was called to order at approximately 10:00 a.m. on 1 May, 2013 at Kendall College in Chicago, by President Kathryn Maier-O'Shea. Kathryn welcomed all present, and all introduced themselves.

Past President's Report – John Small, Past President/Continuing Education Coordinator:

John Small suggested that the Continuing Education categories and funding structure may still be unnecessarily complicated. Some changes have already been made. The new maximum that LIBRAS will fund is \$300 per year, per applicant, at the 'early bird' registration rate for any qualifying activities. Discussion has begun of instituting an additional funding cap – at the institutional level; but the final amount of the cap is still undecided. It is on track to be finalized in the coming year (2013-2014). The rationale for this, is to keep funding even across institutions. If more staff apply for funding than is available to their institution, their Director would then make the decision as to whose request/s would be funded.

Some changes may be made to the scope of the existing Continuing Education categories A-C in the coming year. For the present, it was simply emphasized that the categories' alphabetical designations are not intended to imply any kind of 'ranking', of importance or priority, among the categories.

The reporting requirement for all funding has been lifted, effective 2012-13.

Application deadlines: No changes have been made to deadlines during the 2012-13 year. However there has been discussion of a future change to the deadline for Research Grant applications, pushing it back, to a bit later in the fall of each year. However, the actual deadline date has not yet been finalized. Currently, and for the last several years, the deadline has been August 15th.

Vice President's Report – David Malone, Vice President/President-Elect:

David Malone reported on activities of the Special Interest Groups (SIGs): Archives, Technical Services, Public Services, Collection Management.

This year SIGs were once again encouraged to offer a primary and a secondary event – or an ‘event and a half’; the primary event to be a traditional meeting or program.

Treasurer's Report -- Jill Bambenek, Treasurer:

LIBRAS' income is still under \$10,000 per annum. LIBRAS does maintain a reserve fund.

Jill Bambenek emphasized that reimbursement requests (for approved continuing education activities, etc.) should be submitted to the Treasurer rather than to the Past President/Continuing Education Coordinator.

Efforts to rectify LIBRAS' 501(c)(3) status lapse are ongoing.

Discussion: Former Treasurer, Terry Cottrell (St. Francis) reminded those present that he is no longer permitted to communicate with the IRS in behalf of LIBRAS. Terry suggested that LIBRAS could consider increasing its budget line for legal expenses, and hire an attorney to assist in navigating/resolving this. Katie suggested that hiring an accountant specializing in not-for-profits might also be helpful in getting LIBRAS not-for-profit status reinstated. Jill stated that the LIBRAS address should remain c/o Elmhurst College, in order to maintain a stable mailing address for the purpose of communicating with the IRS. Until LIBRAS' not-for-profit status is reinstated, the consortium exists on paper as a ‘for-profit’ entity, despite the fact that it does not operate for profit.

President's Report – Kathryn Maier-O'Shea, President:

Handbook & Bylaws:

LIBRAS began as a consortium to facilitate resource-sharing among member libraries. Over time, as LIBRAS member libraries also became members of the CARLI consortium, CARLI has supplanted LIBRAS for all purposes of resource-sharing. This was part of an overall shift in focus on the part of LIBRAS to supporting the participation of its member institutions in smaller-scale, local, professional development opportunities. Because the published LIBRAS

Handbook reflected LIBRAS earlier mission, changes have been made to the Bylaws and Handbook to remove all reference to obsolete activities.

Melvin R. George Award:

Eligibility no longer requires nominees to be MLS librarians, nor is it intended to be ‘the gold watch’ of LIBRAS, for outgoing members at the end of their career. The nomination process and form are to be simplified. It was suggested that the criteria could perhaps be re-ordered. The nomination deadline is to be moved to a date later in the (fiscal) year – perhaps April or May.

It was also suggested that upcoming deadlines be announced on the LIBRAS website.

Other LIBRAS Business:

LIBRAS Members’ Meeting 2013:

The 2013 LIBRAS Membership Meeting is scheduled for May 31, location to be determined. There is to be a pre-conference program with a guest speaker, organized by Jacob Hill from Elmhurst College Library. Kathryn Maier-O’Shea solicited ideas for a theme for talks to be given at the meeting itself. Some ideas from the ensuing discussion were: library architecture/interior design; use of electronic tablets in libraries; serving the online student; statistics; reporting in general; data-gathering; assessment; and infographics (i.e. telling the library’s story in a compelling way with simple graphic representations).

LIBRAS Election 2013-14:

Kathryn Maier-O’Shea asked for volunteers to form the nominating committee for this year’s election. This year’s volunteers are: Lisa Richmond (Wheaton), Yana Serdyuk (Concordia), and Rita Koller (Lake Forest). Aimee Walker (North Central) will set up the ballot for the election when she has received the list of nominees. Offices to be filled this year are: Vice-President/President-Elect; Secretary; Treasurer; and SIG Chair. Duties for all new Executive Committee members will commence July 1, 2013.

Reports of the Member Libraries:

Columbia College (Jan Chindlund, Director): Columbia College will have a new library in the foreseeable future, but the deadline for completion is uncertain. It was intended to be 2015, but that date may not be practicable.

The book chosen for this year’s Big Read, which began in April, is *In the Time of the Butterflies*, by Julia Alvarez, who will be giving the author keynote in May via videoconference.

As part of its planning for the new space, Columbia completed a library-user survey. The response rate was 10% overall, but 40% of responses came from adjunct faculty. Columbia College Library staff would like to interview

prospective students about their expectations/perceived needs, but most are still underage, making it extremely difficult. The results of the recently completed survey, were the desire for, in order of importance as stated: 1. Quiet. 2. A comfortable space/furniture, and 3. Facilities large enough for faculty to meet with two classes in a single space.

Lewis University (Jana Fast, Interim Library Co-Director): Lewis University is in the second year of its interim period, and much has been accomplished. A 5-year plan for the Library has been completed in cooperation with the University's Library Advisory Committee. The 2011 renovation of the Library's main floor space included a shift from separate reference, circulation, and IT Help stations to a single point of service. This summer an additional modification will be made to create a reference area removed from the center of activity.

The University's Writing Center is moving to the library's main floor. To create space for the Center, the library is flipping all remaining print periodicals titles that are also available electronically to electronic format. As a result, in addition to the Writing Center, there will also be a comfortable seating area in the print periodicals section of the library.

The Adelman Regional History Collection will be reconfigured within its current space, and will be getting new map cases.

Lewis is in the process of implementing the Serials Solutions 'Summon' discovery tool. There is also a plan to create a Boopsie app to offer the Lewis University community mobile access to its library's resources.

Aurora University (Nancy Mactague, proxy for Director John Law): In January Aurora launched its first online programs, making it possible to earn a bachelor's degree or, in a significant number of programs, a master's degree, completely online. Endorsements in Special Education and Bilingual/ESL instruction may now also be completed online.

Aurora University's cataloger has retired.

Kendall College (Iva Freeman, Director): Kendall College has passed its accreditation. The Higher Learning Commission particularly loved Kendall's general education course requirements/offering.

Iva announced that she is retiring as of June 1, 2013. She also noted the possibility that Kendall may resign its LIBRAS membership once her replacement is found.

Dominican University (Felice Maciejewski, Director): Within the last year Dominican has experienced some staffing changes. Jill Bambenek has been granted tenure. Dominican's Distance Education Librarian position is being reconfigured to include web services in its duties. Dominican is somewhat reducing its summer

hours, and will make some adjustment to its fall/winter hours as well. Dominican is moving to an 'On Call' model for reference services. Dominican is a recipient institution of the Muslim Journeys Bookshelf Grant.

Concordia University Chicago (Yana Serdyuk, Director): The number of Ph.D. students at Concordia continues to grow. Concordia has been having accreditation visits this year. Its University President is retiring in August. No replacement has been chosen yet.

Wheaton College (Lisa Richmond, Director): Wheaton College is undertaking a capital campaign to build a new Music Conservatory, and possibly an addition to the Library. The Library is grappling with the question of reclassifying its print collections from Dewey to LC, and with effective management of electronic monograph content. The Library has hired a Digital Initiatives Coordinator. Their Cataloger position may open soon.

North Central College (John Small, Director): Reference and Instruction Librarian Rosemary Henders is retiring in June, and the search for her replacement is in progress. The College's new President took office January 1, 2013. He has been spending his first half-year in his position listening and learning about the institution. The expectation is that things will begin to happen over the summer. To date North Central offers no online courses (yet).

Judson University (Larry Wild, Director): Judson has experienced a difficult period, but is looking to the future with optimism. Judson has hired a new President to take the place of their outgoing interim President. They are initiating some online programs, which is expected to help the institution to bring in additional revenue.

Saint Xavier University (Mark Vargas, Director): Saint Xavier University Library has implemented the Springshare suite of web applications for its entire website. Since implementing LibCal – the calendar application – they have had 16,000 bookings for space. They also find the LibAnswers tool to be extremely useful, as it combines chat reference service with software that harvests information from chat interactions to populate a knowledgebase, which may also be added to manually. Saint Xavier has implemented WorldCat Local for its online catalog, which is going smoothly. As part of an ongoing facilities upgrade, a new teaching lab has been created for use with the Library's MacBooks; and a Center for Instructional Design has been added, with editing rooms, recording space etc.

Benedictine University (Jack Fritts, Director): A position vacancy announcement for Benedictine's Mesa, Arizona campus will be posted soon. Jack Fritts wants that campus to have a materials collection, and anticipates that will happen. The renovation of the Library at Benedictine's main campus was challenging; however he has recently learned that the Library will be given a \$60k budget for additional work on the lower level of the building.

Trinity Christian College (Tippi Price, proxy for Marcille Frederick): For Trinity Christian College 2012-2013 has been a year of growth, in part accounted for by the fall 2012 additions to the curriculum of master's programs in Counseling Psychology and Special Education.

Lake Forest College (Rita Koller, proxy for James Cubit): The College just had its 16th annual student symposium. Lake Forest has implemented 'Digital Commons' as its institutional repository software. There is now a requirement in place that senior theses be submitted electronically as well as in hard-copy. Construction of a new dormitory building is in progress, and expected to be complete by the end of summer 2013. Recent rainstorms resulted in some flooding, which destroyed a portion of Lake Forest's special collections documents. Arthur Miller, the Archivist at Lake Forest, will be retiring in December 2013.

Elmhurst College (Susan Swords Steffen, Director): Elmhurst College has been experiencing many transitions. Many staff have been taking leaves on account of births, adoptions, and sabbaticals. Head of Access Services Kathleen Willis has been elected to the Illinois House of Representatives, and will therefore be replaced. Elmhurst College has also hired a new secretary. Susan Swords Steffen and Jacob Hill have a book that was published in March 2013 – *Excellence in the Stacks : Strategies, Practices and Reflections of Award-winning Libraries*. Oxford: Chandos, 2013. Elmhurst College has a new administrator deemed to be 'impactful'.

University of St. Francis (Terry Cottrell, Director): The University of St. Francis has appointed its 9th President, Dr. Arvid C. Johnson, who will begin his tenure following the May 31, 2013 retirement of the current President. Brown Library has received a grant to host a film festival. The Library has also received a building – a structure adjacent to the Rialto Theatre. It is being proposed that the new building be used to house a simulated courtroom and the office of a mock trial coach. Joliet for a Transportation Center, which may have been approved, but which is not

North Park University (Sally Anderson, Director): The addition of e-books to the collections within the last year have substantially changed Technical Services work/workflows at Brandel Library. Also within the last year, Anna-Kajsa Anderson has been hired to be Brandel Library's new Archivist. Sally Anderson is retiring at the end of the academic year. Following her departure, Brandel Library will be co-directed by Matt Ostercamp and Kathryn Maier-O'Shea.

Adjournment:

Meeting was adjourned at noon by Kathryn Maier-O'Shea.

Minutes submitted by: Mary E. O'Dea, Secretary

Approved by: