

**SUNYLA Executive Board Meeting  
July 30, 2001**

**Present:**

Mark Smith (Ceramics), Eileen O'Hara (Brockport), Natalie Sommerville (Brockport), Christopher Brennan (Brockport), Marianne Eimer (Fredonia), Frederick Bauer (Utica/Rome), Bill Drew (Morrisville), Jill Ortner (SUNY Buffalo), Elizabeth Gulacsy (Ceramics), Barb Greil (College of Technology at Alfred), Gretchen Douglas (Cortland), Katie Loomis (Fredonia), Flora Nyland (ESF), Kim Davies (Geneseo)

**1. Approval of Minutes**

Mark Smith moved to approve the minutes of the June meeting. Marianne Eimer seconded. Minutes approved by all present.

**2. Announcements, correspondence, appointments**

- § Bill Drew announced the hiring of Colleen Stalla (sp?) as the Norwich/Library Instruction Librarian at Morrisville.
- § Christopher Brennan introduced himself as the new assistant director at Brockport. Eileen O'Hara is the new technology person
- § Jill Ortner announced two new hires at University at Buffalo. H.B. Wagner and Laura Zideo (sp?)
- § Gretchen Douglas announced a new librarian at Cortland – Mark Counell. There are also two searches going on at Cortland.

**3. Officer's Reports**

*3.1 President's Report—Gretchen Douglas*

I have two goals for the upcoming year. One is to see the management training initiative come to fruition. Matthew Sheehy has already started looking into speakers. He will work with Natalie Sommerville and the conference committee to make this a reality at the conference in Buffalo next June.

My other goal involves information literacy. I had not finalized what I wanted to accomplish when Mark Smith and the FACT committee dropped a gift into SUNYLA's lap. The FACT Committee has suggested that one track for the CIT conference in 2002 will be in Information Literacy. This track would be for SUNY classroom faculty and technology staff in all disciplines on all SUNY campuses. It's a great opportunity to introduce information literacy to others on campus and showcase one facet of what librarians do. Today we have to do three things in regard to this initiative:

1. Decide if we want to take this on as a project for SUNYLA
2. Form an Ad Hoc committee.

- a. Select a chair for the committee. The chair will have a seat on the CIT Conference Committee and must be available for all meetings, the first of which will be August 15th and 16th in Oneonta. Expenses for attending the meetings will be paid for by the FACT committee.
- b. Open committee membership to all SUNYLA members

3. Submit a track description to the CIT committee within the next few days. The track description needs to include sample paper topics and suggestions/recommendations for "invited speakers". Mark Smith has put together the attached draft description to get us started.

A discussion about the CIT track began. Mark Smith submitted his draft CIT track description and edits were made (see Mark Smith's FACT liaison report below). Katie Loomis volunteered to head the committee and was approved.

*3.2 First Vice President – Marianne Eimer*

none

### 3.3 Second Vice President – Natalie Sommerville

Natalie submitted the final report of last year's conference chair (see below) and stated that she would be meeting with Buffalo State staff August 7, 2001 to discuss next year's conference.

#### SUNY Librarians Association Final Report of the 2nd Vice President/Conference Planning Chair for 2000-2001

##### Almost Final Budget

Income		Expenses		
Initial Deposit	\$2,000.00	Keynote Speaker	\$791.09	
Vendor donations	\$400.00	Postage	\$45.22	
Registration Fees	\$625.50	Brochures	\$443.25	
Registration Fees	\$1,470.00	Ribbons	\$47.28	
Registration Fees	\$1,677.50	Vegan meals	\$70.20	
Registration Fees	\$1,851.50	Wine tasting	\$48.94	
Registration Fees	\$971.50	Planetarium	\$100.00	
Registration Fees	\$1,708.50	Band	\$800.00	
Registration Fees	\$1,239.00	Susan Mason	\$400.00	
Registration Fees	\$1,045.50	Fine Host Corp.	\$4,640.17	
Registration Fees	\$89.50	Museum deposit	\$200.00	
		Refunds & Reimbursements	\$924.38	
		Lunch meeting	\$100.20	
		Water for speakers	\$16.57	
		Wine cups	\$13.89	
		Returned check fee	\$10.00	
		CCC Library (printing, supplies)	\$164.28	
		CMoG room rental	\$200.00	
Total	\$13,078.50	Total	\$9,015.47	<b>\$4,063.03</b>

I am still waiting for the final bill for the Corning Museum of Glass dinner. Our estimate is about \$4,200 so it is possible that I might need to ask the treasurer to cover this small deficit.

##### Conference Evaluations

The overall evaluations for the conference were excellent. An abbreviated version of the results will be available off the conference web site at: <http://www.buffalostate.edu/library/sunyla/>.

## Conclusion

In conclusion, I want to express my appreciation for everyone who has helped me through this past year. This includes not only the Program and Local Arrangements Committees, but also the librarians at SUNY Brockport and Debby Emerson, who was last year's conference chair. This has been a wonderful experience for me and I appreciate the opportunity that I was given. I know I will continue to attend SUNYLA conferences because they not only offer wonderful programs but also because of the wonderful people. Thank you.

*3.4 Secretary's Report – Katie Loomis*  
none

*3.6 Treasurer's Report – Elizabeth Gulacsy*

### Summary Report

7/1/01 Through 7/27/01 7/27/01

Category Description 7/1/01-7/27/01

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#### INCOME

##### Membership

Associate New	15.00
Associate Renewing	15.00
New	105.00
Renewing	<u>1,995.00</u>
TOTAL Membership	2,130.00
Transfer Funds	<u>500.00</u>
TOTAL INCOME	2,630.00
EXPENSES	
Membership Development Committee	<u>75.70</u>
TOTAL EXPENSES	<u>75.70</u>
OVERALL TOTAL	2,554.30

## 4. Committee Reports

*4.1. Automation and Information Technology – Bill Drew*

none

#### *4.2. Library Instruction – Nancy Cannon*

Charge to the Library Instruction Committee (from the SUNYLA bylaws):

"The Library Instruction Committee shall promote library user instruction at SUNY libraries and the exchange of information about library instruction; support the development, coordination, and assessment of library instruction programs; and recommend programs for professional development in library instruction."

The SUNYLA Library Instruction Committee will continue to update and maintain the SUNYLA Library Instruction Committee web site at:

<http://library.lib.binghamton.edu/sunyla/>

Section titles are: Annotated Bibliography on the Evaluation of Library Instruction; Library Instruction Web Pages for Users--SUNY; Subject-Specific Instruction Web Pages--SUNY; Instruction-Related Listservs; Libraries and Distance Education; Annotated Bibliography of Full-Text Web-Based Articles Relating to Library Instruction; Library Instruction Web Pages for Users--Beyond SUNY; Library Courses for Credit--SUNY and Beyond; Curriculum Relevant to the SCLD Information Literacy Initiative.

In an effort to provide more opportunities for individuals with limited time to participate on this committee, we will be holding email discussions on our Instruction Committee listserv ([SUNYLI-L@listserv.albany.edu](mailto:SUNYLI-L@listserv.albany.edu)), maintained by Laura Cohen at the University at Albany, several times during the year on topics of interest to instruction librarians. The topics will be announced beforehand on the SUNYLA listserv. You do not need to be a member of the Library Instruction Committee to participate. We also may explore the use of AOL IM for real-time discussions.

#### *4.3 Membership Development – Kim Davies*

The membership development committee will be working on informational membership brochures. They will be printed out in the next few months.

#### *4.4 Professional Development – Carol Anne Germain*

A full report will be coming from Carole Ann.

Things to work on in the next year:

- Get the word out earlier about the Sylvia Chu scholarship
- Instead of giving reimbursement for conference expenses, send out a certificate which would cover registration, food, etc. for the conference

#### *4.5 Personnel Policies – Fred Bauer*

none

#### *4.6 Publications and Communications – Jim Coan & Eileen O'Hara*

A new issue of the newsletter will be coming out in October

The publications committee wishes to work more with Ellen Mancuso to use the newsletter as a public relations tool and send it to VIPs in SUNY

#### *4.7 Web Manager – Laura Cohen*

none

#### *4.8 Ad-Hoc Committee on Advocacy and External Relations – Ellen Mancuso*

none

## 5.0 Liaison Reports

### 5.1 COA – Natalie Sturr

none

### 5.2 FACT – Mark Smith

The FACT Committee held a "summer retreat" at Saratoga Springs on July 10 & 11, 2001

#### Highlights:

- Long range committee goals for the FACT committee were discussed and determined (details. available on: request)
- Committee met with Provost Peter Satins who reasserted his continuing support for FACT committee efforts, the CIT-conference; the SUNY Office of Advanced Learning and Information Services and the SUNY Office of Library and Information Services. Provost Satins spoke very highly of the SUNYConnect initiative as a model for other technology based initiatives.
- Liaison organizations and sub-committees gave reports reviewing the relationship of their organizations with the FACT committee and detailing opportunities for FACT advocacy and support in organizational initiatives. Throughout the 2 day meeting special interest and kudos went out to OLIS and SUNYLA for the success of the SUNYConnect Initiative.

The SUNYLA Report focused on

- a) Continued support for SUNYConnect implementation activities including support of campus and university network infrastructure considerations and support for increased funding of shared electronic resource acquisitions and other implementation goals
  - b) FACT support for Information Literacy awareness and integration into curricula including:
    - greater faculty awareness of Info Literacy issues
    - recognition of the library's role and expertise
    - Gen. Ed "Information Management" = Info. Lit. Instruction
    - librarian/faculty partnerships in curricular development
    - awareness of Information Literacy Standards and Assessment Accountability for Accreditation
- CIT 2002 conference tracks were established and policies established to aid the incoming CIT Conference Planning Committee for the 2002 Conference (May 2002 at SUNY Oneonta).

\*\* Based on the SUNYLA Liaison presentation to the FACT Committee, it was unanimously recommended and supported that an "Information Literacy Track" be added to CIT 2002 program at SUNY Oneonta in May. I was asked to draw up a track description for the CIT Conference Planning Committee to use in the upcoming "Call for Presentations"

#### Information Literacy Track Description

CIT 2002 - Oneonta

Submitted by SUNYLA FACT Liaison Mark Smith

Information literacy commonly refers to the vitally important skill sets required to recognize when information is needed and the ability to locate, retrieve, evaluate, and effectively use and present information. In recent years, the proliferation of new and wonderful resources in the electronic information environment have both enriched and complicated the teaching, learning, and research process. This wonderful wealth of new resources have transformed our libraries, classrooms and learning centers and call for greater awareness and attention to teaching and learning opportunities and applications across our campuses.

Important recognition for information literacy awareness and instruction is receiving significant attention at universities throughout the world and new implementation strategies and standards have, and continue to be, developed. In addition, information literacy has received significant local attention within SUNY by way of General Education Initiatives and through important new standards and assessments required by national curriculum and institutional accrediting bodies, including the Middle States Association.

The Information Literacy conference track is designed to examine and focus on the value and integration of Information Literacy Instruction in its many forms within SUNY learning environments and curricula. Papers, demonstrations, and panels may wish to examine a wide range of issue and applications including, but not limited to:

- Integration of information literacy skill sets into curricula
- Classroom faculty/information specialist partnerships in curriculum development
- Examinations of new information literacy accreditation and mission related standards and assessment
- Basic information literacy skill sets – what are they?
- Information literacy issues in distance and remote learning environments
- Innovative uses of specific discipline-related electronic resources
- Information literacy and accreditation guidelines
- Information literacy and institutional standards
- Opportunities and challenges for the new classroom and library environments
- Legal issues in the electronic learning environment, i.e. plagiarism, copyright, etc.

Potential Invited Speakers:

Carla List (Plattsburgh), Meredith Butler (Albany),  
Cerise Oberman (Plattsburgh - ACRL Emersion), Laura Cohen (Albany ), Carey Hatch (OLIS), Larry Randall (SUNYConnect), Kimberly Bouchard (Potsdam),  
Barbara Kobritz (TC3), Jeff Liles (Geneseo)

5.3 SAC – *Laura Cohen*  
none

5.4 UUP – *John Schumacher*

5.5 NYLINK – *Kathy Gundrum*  
none

5.6 OLIS – *John Schumacher*  
none

5.7 *Central NY Library Resources Council – Jeanette Smithee*

none

## **6.0 New Business**

### *6.1 SUNYLA 2003 at Stony Brook – Gretchen Douglas*

Matthew Sheehy contacted Gretchen to ask if Stony Brook could host the 2003 SUNYLA conference

After a short discussion, a vote was cast to choose Stony Brook as host of the 2003 conference, tentatively scheduled for June 11-13, 2003

### *6.2 Membership Policies – Kim Davies*

Kim brought up a problem with this year's conference – that some librarians went as members to the conference, but had not paid membership fees.

For next year's conference, it was suggested that a list be made of current members and that memberships would not be processed until confirmation of payment of fees.

Marianne Eimer suggested that each member be assigned a membership number, which they would have to provide on the conference registration form to show active membership in SUNYLA.

### *6.3 Downstate campuses and SUNYLA involvement – Kim Davies*

Kadrii Nader asked Kim about how to get more downstate librarians involved in SUNYLA.

It was suggested that one of the future SUNYLA executive board meetings be a teleconference, where people downstate can access the meeting without having to travel. Gretchen stated that we could try this for the March meeting.

### *6.4 Dates of future executive board meetings*

The dates/places for this year's SUNYLA executive board meetings are as follows:

- September 14th - SUNY Oswego - Hewitt Union - Room 232/233
- November 16th - Syracuse area
- March 22nd – Teleconference
- June 5th - Buffalo State at annual conference