

SLIS Alumni Board meeting minutes

September 20, 2007

The meeting commenced at 6:30 p.m. in the Stone Conference room in Marist Hall. In attendance were: Jeff Prater (presiding), Margaret Weatherford, Marianne Giltrud, Kathy Kelly, Dean Kimberly Kelley, and the following others by teleconference: Cristina Ramirez, and Linda Rudd.

Review of Previous Minutes

The minutes from the August 14, 2007 meeting were approved, with an agreement that a note would be inserted about dates for meetings for the upcoming new board year being changed.

Old Business

Jeff Prater noted that the postcards discussed previously (to advertise the upcoming Homecoming event and the slisalumni listserv) could not go out by Oct. 20th. He noted the School and the Office of Alumni Relations agreed to contribute \$200 each towards postcard mailings further down the road, and that Marion Gosney of Alumni Relations would get back to him about a prospective timeline.

Jeff also noted that Dean Kelley had approved the prospect of the Board updating the old SLIS Alumni Association wiki (set up by a previous board) for current use. Kathy Kelly noted she could ask Stephanie Salmon, who created the site, if any special provisions are needed in order to change it.

Dean Kelley noted the Faculty would review a list of 2005-2006 SLIS graduates, to follow up on a SLIS Alumni Board suggestion that the 2005 and 2006 Outstanding Graduate Awards be back-awarded (awards were not given in those years).

Jeff also indicated that Dave Shumaker and Nora Daly could update the SLIS Alumni web site, and that the alumni need a liaison regarding improvements to the site.

Everyone was asked to look at the site and think of ways to improve it. The SLIS Alumni Gateway area of the SLIS web site is currently available at:

<http://slis.cua.edu/alumni/alumni.cfm>

Jeff reviewed a list of action items from the previous SLIS Alumni Board meeting. Some items reviewed involved Bylaws revision issues; meeting times for the rest of the 2006-2007 board year and the 2007-2008 board year; provisions for the upcoming Oct. 20th SLIS Homecoming Event in Mullen Library; SLIS acquisition of its own teleconferencing line; the prospective Von Dran Memorial Award; conditions for holding events at the Library of Congress; the 2007 holiday party; and SLIS Alumni representation at upcoming conferences.

In regard to the Oct. 20th Homecoming Event, the Dean emphasized that CUA facilities will be very busy setting up events all over campus, and that if the Board needed facilities

help with setting up and taking down tables, this would need to be arranged in advance. Marianne Giltrud noted that she would be setting up the area in the May Gallery herself. The Dean also noted that she would charge Pam Strassburger with an assignment to arrange CUA catering for the event.

In regard to the 2007 holiday party, it was agreed that it would be held Monday, December 3rd, in the Information Commons, 6:30-9 p.m. In regard to alumni representation at future conferences, the Dean noted the School would help invest in costs associated with alumni events at conferences.

New Business

Accreditation Update

Dean Kelley discussed the status of the SLIS accreditation review, and distributed a draft document showing a proposed structure and approach to creating the Program Presentation document. The draft document included committee names and structures for 6 committees, which will address 6 standards: 1) Mission, goals, and objectives; 2) Curriculum; 3) Faculty; 4) Students; 5) Administration and Financial Support; and 6) Physical Resources and Facilities. She noted that alumni representation would be pervasive in the review process, and that many adjuncts who will be involved are also alumni. It is anticipated that committees will meet once a month. The Dean noted the School will push out accreditation review info via a variety of junctures; that a consultant will be hired to help with the re-accreditation process; and that Karen O'Brien, Executive Director of ALA's Office of Accreditation, will speak at an upcoming SLIS Faculty meeting in November 2007.

Future Alumni Board meeting dates

Jeff Prater noted the next board meeting dates would be: Oct. 11, 2007; *Nov. 29, 2007; no meeting in Dec. 2007 due to holiday party; Jan. 17, 2008; Feb. 21, 2008; March date to be determined; April 24, 2008; May 15, 2008; and if needed: June 19, 2008; July 17, 2008; and Aug. 21, 2008.

***Note:** At a later meeting, the Nov. 29, 2007 meeting date was changed to Nov. 15, 2007.

Presidential Appointments

The Board discussed the perceived pros and cons of the Treasurer position. Jeff Prater also noted he would send some information to the Board in regard to a process for nominations for the new Board.

Secretarial Report

Kathy Kelly noted an *American Libraries* article on library postage stamps which had mentioned Elizabeth Stone's role in the initiative to create the stamps had been placed in the Stone biographical file; and that a memorial article in the Sept. 2007 DC SLA newsletter about recently deceased Raymond Von Dran, the second Dean of SLIS, had been placed in the Von Dran biographical file. She noted that an updated list of SLIS alumni who have received the CUA Alumni Achievement Awards had been added to the notable alumni file, as well as a list of Outstanding Graduates. She noted she would start an accreditation review file, and add the documents the Board had received from Jeff and

the Dean on this subject. She also mentioned Mary Edsall Choquette's progress with starting an Oral History Program which will include interviews of SLIS alums, including provisions Mary had made to deposit the oral histories in a repository via the CUA Archives. Kathy noted that the 7/17/07 Board meeting minutes had been posted; that Nora Daly had added a link to the webcast of Deanna Marcum's 2007 Stone Lecture to the Stone Lecture webpage; and that Nora had added a link to the Alumni Gateway page from the People, Groups, & Events sidebar element of the SLIS web site.

Stone Lecture

It was agreed that the 2008 Stone Lecture would be discussed at a later Board meeting.

Elections

It was noted that the Board could look into costs for online voting mechanisms if necessary. Jeff Prater said he will select a Nominations Committee, and that he would propose a period of open nominations for which he would send out some guidance to the Board.

Constitution and By-Laws

It was noted that the By-Laws Committee had met on August 29th, and that Jeff had later sent out a proposed revised Constitution and By-Laws document. Margaret Weatherford suggested that the length of the term of service for a SLIS Alumni Board representative to the CUA Board of Governors should not be a different length of time than service on the CUA Board of Governors. She also questioned whether the term "Director" should be retained, or whether it might be better to call those positions Members-At-Large. A motion was made to approve Section I of the revised By-Laws, and the motion passed.

The next Board meeting will be Thursday, October 11th at 6:30 p.m. in the Stone Conference Room in Marist Hall at CUA.