

SUNYLA Council Meeting

January 10, 2020

FIT

10:00 am – 3:00 pm

Attendance

In-person: Bill Jones, Jill Locasio, April Broughton, Carol Anne Germain, April Davies, Carrie Marten

Virtual: Amanda Lowe, Erin Sharwell, Morgan Bond, Sarah, Rebecca (SUNY Poly), Carrie Fishner, Becky Burke, Jeanne Tuohey, Karen (OLIS), Kim Nolan, Wendy West, Jocelyn Ireland, Rebecca Nous, MCC Libraries, Mechele (Alfred Ceramics), Joan (SCCC), Sean Scanlon, Nancy Murillo, Katherine Brent, Greg Bobish, Joyce Miller, Jennifer DeVito, Mary Timmons, smopotzner's iPhone, Cindy Hagelberger

1. Approval of Minutes from November 8, 2019 meeting.
 - 1.1. Motion approved
2. Report Recaps
 - 2.1. Officers
 - 2.1.1. President – Bill Jones
 - 2.1.1.1. Our remaining Council Meetings are scheduled for: March 27, 2020: Mohawk Valley Community College & June 17, 2020: Mohawk Valley Community College
 - 2.1.1.2. Bill is continuing to work with Mary Timmons on the Librarians data project. Thank you, Mary, for your continued conversations with David Lamphere at SUNY and gathering all of that interesting data!
 - 2.1.1.3. Bill has been working on the SUNYLA Midwinter Virtual Conference with Team Awesome. Thank you to everyone for putting together another great virtual conference! Jill Locasio has more information in her Forum Post:
<http://sunyla.org/forums/index.php?topic=927.0>
 - 2.1.1.4. The 2020 Conference Planning Committee is hard at work ensuring another great conference, being held this year at Mohawk Valley Community College in June. Thank you to everyone that's been involved with the planning! Bill heard from Jocelyn Ireland that the SUNYLA water bottles and mugs were received and came without damage from shipping (yay!) For more details about the conference, please check out Jocelyn's Forum Post at <http://sunyla.org/forums/index.php?topic=934.0>
 - 2.1.1.5. The SUNYLA Logos are up on the website! Bill created a webpage with download links to different logo sizes and you'll need to have the secret password to access them at <https://www.sunyla.org/logo/download.php> If you need the password, please reach out to Bill at jonesw@geneseo.edu
 - 2.1.1.6. Bill looked into creating a CafePress account, and needs to know what email address he should use.
 - 2.1.1.6.1. Should use a @sunyla.org email. Create a promotion@sunyla.org email address.
 - 2.1.1.7. Library Advocacy Day is Tuesday, February 25, 2020. Does anyone plan on attending?
 - 2.1.2. First Vice President – April Broughton
 - 2.1.2.1. Elections are coming up in March. We are looking for: 1st Vice President, 2nd Vice President, Secretary. If you are interested in serving, or would like more information, please do not hesitate to reach out!
 - 2.1.2.2. Thank you to everyone who took the time to respond to the Delegates survey that was sent out. A majority of campuses responded, and April is in the process of following up with those that did not. The delegate list will be updated to reflect changes that came through the survey.
 - 2.1.2.2.1. April received two comments on the survey. The first one came to her through email, as well as the survey, so she wanted to post the information here. The second asked for information that is useful across the board, so she thought she would share it here.

- 2.1.2.2.1.1. How do I access the Delegate Area of the website?
 - 2.1.2.2.1.1.1. Delegates should contact April (or the current 1st VP) to access
- 2.1.2.2.1.2. Do we have any marketing tools for recruiting into the Association?
 - 2.1.2.2.1.2.1. There is a Delegates Toolkit area on the website:
 - <http://sunyla.org/delegate-toolkit/>. Under 'Membership Information' there is a brochure that could be used to assist in recruiting. The links/information under the general SUNYLA section, such as the social media accounts, newsletter, and grant information might also be useful in this regard.
- 2.1.3. Second Vice President – Jocelyn Ireland
 - 2.1.3.1. Save the date for the 2020 Annual Conference taking place at Mohawk Valley Community College, Utica campus, June 17-19.
 - 2.1.3.2. The conference planning committee has been meeting monthly. Our next meeting is January 13. If you are interested in being involved with the Conference planning activities, email Jocelyn Ireland at jireland@mvcc.edu. Links to the most recent meetings are below.
 - 2.1.3.2.1. November meeting minutes:
 - <https://docs.google.com/document/d/1s3hyABbsar13ssG-5VbDmwDGP5ryy9gcTW-P-7BRtt8/edit?usp=sharing>
 - 2.1.3.2.2. December meeting minutes:
 - <https://docs.google.com/document/d/1VOQzd84mcWOT96LkYDwH6Bnc0O-h4DLv2B9AyN-iaY4/edit?usp=sharing>
 - 2.1.3.3. The conference website is live. Check it out at <https://sunyla2020.wordpress.com/>. There are place holders for some local information that will be filled in in the next month or so.
 - 2.1.3.4. Call for proposals has been posted to the conference website, sunyla.org, SUNYLA's Facebook page, and various listservs. The committee decided to accept proposals for 90 minute pre-conference workshops, 45 minute breakout sessions, and 10 minute or under lighting talks. Submit your proposal through the Google form:
 - https://docs.google.com/forms/d/e/1FAIpQLSeX7K3_kSVmPKgGL1aiL7Pwie0FaNxgFRhq5iqPn4Hrkl3Q/viewform?usp=sf_link. The deadline for presentation proposals is February 21. Keep a look out for the call for poster proposals in the beginning of March.
 - 2.1.3.5. Hotel reservation blocks are under the group name SUNYLA at two Utica hotels. Find out more at <https://sunyla2020.wordpress.com/housing/>. Dorm reservations will be accepted during conference registration in April.
 - 2.1.3.6. A checking account has been set up at Key Bank for conference expenses. A debt card and checks have been received by the Chair.
- 2.1.4. Secretary – Amanda Lowe
 - 2.1.4.1. Nothing to report
- 2.1.5. Treasurer – Greg Bobish
 - 2.1.5.1. Greg attached the 2019 annual report in the forum - we have \$22,944.73 in the bank and \$24,728.11 in paypal, for a grand total of \$47,672.84.
 - 2.1.5.2. Our income this year totaled \$22,665.64, which is just about perfect. It gives us enough to fund conferences/meetings along with a little buffer, but it is low enough that we don't have to worry about filing a full tax return.
 - 2.1.5.3. Speaking of which: Greg filed the e-postcard 990N with the IRS, which satisfies our reporting requirement as a non-profit because our usual income is below \$50,000/year. They define this as the average of the previous 3 years being below \$50,000, which we do easily at this point: 2017: \$14,426.22, 2018: \$19,144.57, 2019: \$22,665.64
 - 2.1.5.4. Greg is not posting a separate report for the period from our November meeting through January because nothing's happened money-wise in January yet, so the annual report includes everything.
 - 2.1.5.5. The last couple of years Greg has gotten spam from some company claiming that they'll make filing the 990 easier, and at least one other SUNYLA person has gotten them too. If you

do get these, please ignore/delete them. Greg files directly through the IRS website and the only way it could be easier is if they came to his office and did it for him.

2.2. Committees

2.2.1. Membership Development – Carol Anne Germain

2.2.1.1. Membership stats as of January 2020: Current members – 243, Lifetime members – 16, Student members – 45, Delegates – 57

2.2.1.2. As always, delegates, please nudge your colleagues to renew their memberships or join

2.2.2. Personnel Policies – Mary Timmons

2.2.2.1. Bill Jones and Mary have been exploring the IPEDS database to gather Library personnel stats. We are looking at different geographical areas (outside NYS) as well as trying to find/pull historical data. (This is an extension of the SUNY Librarian personnel info posted at the last meeting.)

2.2.3. Professional Development – Erin Sharwell

2.2.3.1. Question of the function of the Professional development committee when bulk of work takes place in subcommittees (Friends of SUNYLA, Scholarships, and Grants)

2.2.3.1.1. Acts as more of a leadership model for subcommittees. They can organize events or start initiatives, hold a pre-conference (writing grants, being a leader, etc).

2.2.4. Publications – April Davies

2.2.4.1. Amanda Lowe (Albany) has been dragooned to be our social media guru

2.2.4.2. Call for Submissions for February newsletter will go out next week, deadline in late January

2.2.5. TDG – Jill Locasio

2.2.5.1. Registration for the 2020 SUNYLA Midwinter Virtual Conference kicks off this week. The conference is FREE to attend and will be held on Friday, February 7 from 10:00-3:10. The theme is "Life After Migration: Making Alma and Primo work for Everyone." This year's call for proposals yielded the highest number of submissions by far and it was extremely difficult to pick only 8 so we are excited about the content of and variety among the different presentations.

2.2.5.2. Registration link and program will be posted here as soon as registration opens.

2.2.6. Web Development – Katherine Brent

2.2.6.1. Annual Zoom meeting software renewal paid (\$149.90).

2.2.6.2. 500-seat Zoom webinar set up for 1 month for Midwinter (\$140). If needed it will be upgraded to the 1000-seat level.

2.2.6.3. Our web host is migrating our data to a new server on 1/10/20. If you post reports to the forum on 1/10, it's possible they may get lost in the data move depending on the timing, so check back on 1/11 and re-post if they disappeared.

2.2.6.4. Updates continue as needed; if you find outdated information, please let me know so it can be fixed. Sending things to web@sunyla.org is the fastest way to get something updated.

2.2.7. WGIL – Brandon West & Alice Wilson

2.2.7.1. Thank you to everyone who completed WGIL's survey on information literacy instructional practices in SUNY Libraries. We are meeting soon to review responses. Highlights will be shared with the SUNYLA membership.

2.2.7.2. We want to sponsor a pre-conference workshop at the upcoming SUNYLA Conference.

2.2.7.3. We are looking for SUNYLA members who are interested in sharing their ideas and perspectives on teaching and/or information literacy for the WGIL blog (<https://sunyla.org/informationliteracy>). Ideas and questions can be directed to either Alice Wilson (awilson@monroecc.edu) or Brandon West (westb@geneseo.edu).

2.2.8. Archives (ad hoc) – Jennifer Collins

2.2.8.1. Nothing posted

2.2.9. Promotion and Tenure (ad hoc) – Carrie Fishner

- 2.2.9.1. At our last meeting we discussed submitting a proposal for the annual conference as a pre-conference session Bootcamp style session. This was the most popular suggestion that came out of last year's session we held at the conference.
- 2.2.9.2. We would like to send out a survey to the membership prior to the conference to solicit feedback on what services/options they would like to see during this session. A few of our ideas include having 4-5 more experienced Librarians from a variety of areas and institution types to review 1-2 documents (that are prepared ahead of time) and offer Q&A session.
- 2.2.9.3. Our goal is to be as helpful to as many people as possible, so we would not be able to do a full portfolio review session.
- 2.2.10. Scholarly Communications Committee (ad hoc) – Emily Kilcer
- 2.2.10.1. Nothing posted

2.3. Liaisons

- 2.3.1. SLC Liaison – [VACANT]
 - 2.3.1.1. Carrie F. reports there has not been a board meeting in a while though there is a little in new business to discuss
 - 2.3.1.2. Elsevier updates: 3 month extension while negotiations are ongoing. Services will remain as they currently are for these 3 months.
- 2.3.2. FACT2 – Katie Ghidiu
 - 2.3.2.1. No new news for FACT2.
 - 2.3.2.2. Next meeting is Feb. 7th, 2020
- 2.3.3. LACUNY – Rebecca Hyams
 - 2.3.3.1. The LACUNY Dialogues are taking place on February 28th at the Graduate Center. The theme this year is "Old Traditions vs New Imperatives: Subject Liaisons in Today's Academic Library".
 - 2.3.3.2. The LACUNY Institute is currently accepting presenter proposals. The theme is "Ending the Library Stereotype: Non-traditional practices for the 21st-century". This year's Institute will be held on May 8th at Bronx Community College. More information: <https://2020lacunyinst.commons.gc.cuny.edu/> To submit a proposal: <https://form.jotform.com/92775406152156>
 - 2.3.3.3. Our next regular board meeting will be February 14th.
- 2.3.4. IDS – Mark Sullivan
 - 2.3.4.1. No report posted
- 2.3.5. OLIS – Karen Gardner-Athey
 - 2.3.5.1. SUNY Library Services Platform (LSP)
 - 2.3.5.1.1. Jennifer Smathers has joined the SUNY Shared Services Staff as SLSS Support Coordinator;
 - 2.3.5.1.2. Central Discovery Index is coming soon;
 - 2.3.5.1.3. Monthly LSP update webinar was held on December 19 at 2:00;
 - 2.3.5.1.4. LSP FAQs are available;
 - 2.3.5.1.5. Significant product documentation on Alma and Primo is available at the Ex Libris Knowledge Center (no logon necessary);
 - 2.3.5.2. OLIS / SUNY News
 - 2.3.5.2.1. Full staff meeting was held 1/8/2020 in Syracuse. Staff activities and future directions were discussed;
 - 2.3.5.2.2. RFI released last year, looking into the research/workflow/research lifecycle marketplace. It coincided with the Open Access Resolution that was passed by the SUNY BOT;
 - 2.3.5.2.3. Maureen Zajkowski, Wendi Ackerman, and Amelia Manders working with Michael Dane (contractor) to redesign the OLIS website;

- 2.3.5.2.4. Gail Pawlowski, Sr. Alma Support Specialist, was recognized her 20 years of SUNY Service at the Chancellor's SUNY Service Recognition Awards Lunch. Thank you for your 20 years of service Gail!
- 2.3.5.3. Open Access Repository Working Group
 - 2.3.5.3.1. Purpose: Develop Open Repository (hosted by Atmire) for Open Access content as a bridge to a future research workflow support platform
 - 2.3.5.3.2. Members: Wendi Ackerman, Upstate Medical; Darren Chase, Oneonta; Cathy Dwyer, University of Albany; Sarah Morehouse, Empire State College
 - 2.3.5.3.2.1. Tier 1 Phase for 2019/2020: Support campuses that need to incorporate an Open Access policy but have no local infrastructure in place; Can be implemented by March 2020 to meet the SUNY Board of Trustees resolution date for having Open Access policies in place; Focus on development of workflows, services and support models; Campuses have option whether to opt-in to shared environment.
- 2.3.6. UUP – Dan Harms
 - 2.3.6.1. Nothing posted
- 2.3.7. METRO - Jill Locasio
 - 2.3.7.1. Nothing to report at this time
- 2.3.8. NYLA – Jane Verostek (reported by Wendy West)
 - 2.3.8.1. Nothing to report at this time
- 2.3.9. SUNY Academic Programs & Awards committee – [VACANT]
 - 2.3.9.1. Another librarian would need to apply to be on this committee

3. Old Business

4. New business

4.1. ESLN Outreach

- 4.1.1. ESLN would like to have a stronger relationship with SUNYLA and the conference
- 4.1.2. Everyone thinks this is a good idea – especially having a greater presence at the conference and liaison with us. Networking opportunities as well!

4.2. SUNYLA Council Meeting Travel for SUNYLA Webmaster

4.2.1.

4.3. Sienna Leadership application committee for SLC (Members from Exec Board)

- 4.3.1. They would like to add someone from SUNYLA eBoard to serve on this committee. Timeline for work is pretty condensed – below is what is needed

4.3.1.1. Creating application materials

4.3.1.2. Sending applications

4.3.1.3. And selecting winners

- 4.3.2. Jennifer DeVito and Bill Jones are interested in being put forth in serving in these roles