

SUNYLA Council Meeting

March 25, 2022

Farmingdale State College

10:00 AM to 3:00 PM

Attendance: Michelle Beechey, Gregory Bobish, Morgan Bond, Kerry Carlson, Joan Cook, April Davies, Jennifer DeVito, Lisa Errico, Carrie Fishner, Leah Fitzgerald, Carol Franck, Karen Gelles, Carol Anne Germain, Dan Harms, Rebecca Hewitt, Amy Hillick, Jocelyn Ireland, Bill Jones, Tina Kiernan, Chris Kretz, Jill Locascio, Amanda Lowe, Carrie Marten, Cynthia McKane, Jennifer Moore, Michelle Mussuto, Alana Nuth, Chrissy O'Grady, Molly Poremski, Violet Price, Renae Rapp, Sarah Rhodes, Mechele Romanchock, Adam Saunders, Renee Schmidt, Liz Simmons, Kabel Stanwicks, Mary Timmons, Danielle Thomas, Keri Thomas-Whiteside, Jane Verostek, Marc Wildman, Simone Yearwood

Meeting start time: 10:01 AM

1. Approval of Minutes from January 21, 2022 meeting.

1.1. Motioned to approve, minutes approved

2. Report Recaps

2.1. Officers

2.1.1. President – Jocelyn Ireland

2.1.1.1. SUNYLA hosted another successful Midwinter Conference! Many thanks to the planning committee!

2.1.1.2. The SUNYLA website redesign is complete. A huge thanks to Bill Jones. Please send any feedback on the new site to Jocelyn. The membership directory is still using the old website as it's part of a different domain. The text color has changed to black from gray so it's easier to read.

2.1.1.3. Andrea Kingston, the Scholarship Chair, has stepped down. Morgan Bond from Oswego has stepped up as chair. Scholarship application deadline is today. Lots of scholarship applications were submitted.

2.1.1.4. Kim Nolan stepped down as chair from the Professional Development Committee. Fabio Montella (Suffolk) has stepped up to serve as chair. Formal approval is needed from the Executive Board before Fabio can officially become chair. The Executive Board approves Fabio's appointment. Jocelyn has reviewed the membership directory for anyone who expressed interest in serving on the Professional Development Committee and will be contacting those people to see if they want to serve on the Committee.

2.1.1.5. An emergency vote was held to renew the SUNYLA web hosting platform for three years. The vote was passed and the web hosting platform was renewed.

2.1.2. First Vice President – Jennifer DeVito

2.1.2.1. Elections are coming soon. The ballot will open on April 26 and close on May 20, 2022. Nominations are still open.

2.1.3. Second Vice President – Karen Gelles

2.1.3.1. A tentative schedule for the SUNYLA Annual Conference is posted to the forum: <https://sunyla.org/forums/index.php?topic=1156.0>

2.1.3.2. Attendees will have the option of staying at residence halls as well as local hotels. The cost to stay in the dorms is \$52 per night with an optional \$25 charge for linens, which includes blankets, pillows, sheets, and towels.

2.1.3.3. The SLC is meeting at Farmingdale as well, from June 6 to 7, 2022. Meeting spaces are reserved.

- 2.1.3.4. The Wednesday evening cocktail hour is planned as a garden party with live music. EBSCO hosts this event. In case of rain, the event can be moved to the second floor of the Library. Dine-around dinners are scheduled for Wednesday and Thursday. Vendors will be located in the Campus Center. Fourteen vendors are expected.
- 2.1.3.5. Conference website is up but not shared as more content is coming. Registration will open in mid-April.
- 2.1.3.6. The Conference Planning Committee is trying to keep registration fees affordable as professional development funding may be limited. Attendees will have an option to register for online-only access. The online-only access would include access to pre-recorded sessions (twenty people submitted proposals for a pre-recorded presentations) and live streaming access to one session per time slot (six live streamed presentations total). The keynote and council meeting can also be streamed (communication won't be great as it's one way).
- 2.1.3.7. The goal is to encourage attendees to attend in person. Recommend lowering the cost of in person attendance for members to \$80 and charging \$50 for online-only access for members.
- 2.1.3.8. Further discussion needs to take place on to manage online-only access to pre-recorded sessions.
- 2.1.3.9. Although Farmingdale is a Microsoft Teams campus, the Conference will use Zoom as it's a better user experience. Farmingdale campus IT will install Zoom, especially because it's a license for SUNYLA and not the college.
- 2.1.3.10. The Council meeting scheduled during the Conference will be streamed. Karen will be scheduling another Conference Planning Committee meeting for next Friday or the one after.

2.1.4. Secretary – Alana Nuth

2.1.4.1. No report.

2.1.5. Treasurer – Greg Bobish

2.1.6. Report posted in forum. Greg is available to answer questions.

2.2. Committees

2.2.1. Membership Development – Carol Anne Germain

2.2.1.1. Membership remains consistent. Currently, SUNYLA has 420 members. 46 of those members are lifetime members. 130 members are students. SUNYLA has 57 delegates.

2.2.1.2. Bill Jones and Carol Anne updated the membership database to consistently include the join date for members. If your join date is missing, let Carol Anne know. The join date is helpful information to have to see the length of membership of members.

2.2.1.2.1. The LIS Student Subcommittee is promoting the Conference and scholarships. The Subcommittee is planning a Future Librarians Day in April. The event will be virtual. Contact Jocelyn and Amanda Lowe if interested in participating.

2.2.2. Personnel Policies – Mary Timmons

2.2.2.1. The Committee continues work on the Exit Survey. The Committee is trying to determine how collected data will be used, distributed and accessed. Towards this end, PPC will be distributing a survey with the intent of gathering community input on the idea of an Exit Survey. The questions will focus on what to do with the collected data, storing and archiving of data and who would have access. The survey is open to the full SUNYLA membership sent via the SUNYLA listserv.

2.2.3. Professional Development – VACANT

2.2.4. Publications – April Davies

2.2.4.1. February Newsletter was distributed on time.

- 2.2.4.2. It would be great to do more on social and have more activity, such as membership spotlights, advertisements for grants program, promotions for the upcoming conference, etc. Please send SUNYLA related items to Amanda Lowe for promotion on social media.
- 2.2.4.3. The Committee is down one committee member but able to absorb. The Committee will not fill the vacant position until the summer. The next newsletter is planned for May and is a good opportunity to promote and advertise the conference and share information about what SUNYLA is doing.

- 2.2.5. TDG – Jill Locascio
- 2.2.5.1. The 2022 SUNYLA Midwinter Conference had 537 unique viewers! It was a great conference. Many thanks to Bill Jones for uploading and adding metadata to recorded sessions!

- 2.2.6. Web Development – William Jones
- 2.2.6.1. SUNYLA website has been redesigned with Jocelyn’s help. The redesign included adding links to the YouTube channel to the website footer and under Professional Development, as well as creating a page for the 2022 Midwinter Conference with links to the YouTube Playlist for the Conference. Bill also added a Google plugin called “siteground optimizer” to make website updates quicker and more efficient and another plugin called “Site Kit” to track number of visitors.
- 2.2.6.2. Bill fixed the broken year insertion into the membership database.
- 2.2.6.3. Bill renewed the SUNYLA web hosting for \$377.64.
- 2.2.6.4. A security question is needed on the forum for new registrations. The new question will be “what year was SUNY formed?”. The answer is 1948.

- 2.2.7. SILC (SUNYLA Information Literacy Committee) – Brandon West
- 2.2.7.1. No report

- 2.2.8. Archives (ad hoc) – Jennifer Collins
- 2.2.8.1. From Karen Gelles – Karen created but no longer maintains the SUNYLA ARCH listserv. Does anyone want to own a listserv? It’s managed through ITEC. Contact Karen if interested in taking responsibility for this listserv.

- 2.2.9. Promotion and Tenure (ad hoc) – Carrie Fishner
- 2.2.9.1. The Committee is not presenting at this year’s annual conference. Instead, the Committee plans to meet during a special interest group or committee time slot to address the question of what is most useful for the Committee to be doing to best serve the membership? Continue the presentations at the Annual Conference? Plan activities throughout the year? Contact Carrie if interested in participating or if you have ideas to share.
- 2.2.9.1.1. What is the purpose of the Promotion and Tenure Committee? It’s an ad-hoc committee to help librarians through the tenure and promotion process at their campus. Opportunities for librarians to find support from other librarians at other campuses.

- 2.2.10. Scholarly Communications Committee (ad hoc) – Emily Kilcer
- 2.2.10.1.1. The OLIS Scholarly Communication group has fostered an engaged, emerging community of practitioners, which has been an incredibly welcome opportunity to share experiences and challenges.
- 2.2.10.1.2. The committee continues to collaborate with Jenny Collins to refine a proposal to collect, preserve, and share SUNYLA newsletter and conference materials in an appropriate repository.

2.3. Liaisons

2.3.1. SLC Liaison – Carrie Fishner

- 2.3.1.1. The SLC spring meeting is scheduled for June 6 and 7 at Farmingdale. The agenda is forthcoming.
- 2.3.1.2. Three vacant positions will be opening at the end of the term. The call for nominations will open in April.
- 2.3.1.3. OLIS and CPD are working on a new leadership certificate course to be rolled out in the fall. It will be SUNY-specific, but similar to the Sienna program.
- 2.3.1.4. Minutes from Board meetings are posted to the SLC LibGuide:
<https://slcnyc.libguides.com/slc>

2.3.2. FACT2 – Katie Ghidiu

- 2.3.2.1. No report

2.3.3. LACUNY – Rebecca Hyams

- 2.3.3.1. No report

2.3.4. ESLN – Marc Wildman

- 2.3.4.1. ESLN is planning their every-other-year annual Academic Libraries Conference on April 14 from 9:00 AM to 3:30 PM. The Conference theme is “Bouncing Back: Our Students, Ourselves”. No registration fee.

2.3.5. IDS – Mark Sullivan

- 2.3.5.1. See report in the forum: <https://sunyla.org/forums/index.php?topic=1144.0>

2.3.6. OLIS – Susan Perry

- 2.3.6.1. The next SLS update is scheduled for March 30 at 1:00 PM.

2.3.7. UUP – Dan Harms

- 2.3.7.1. Please consider advocating for SUNY colleges and hospitals. Links with more information are available in Dan’s report: <https://sunyla.org/forums/index.php?topic=1152.0>
Please remember to use a personal device.

2.3.8. METRO - Jill Locascio

- 2.3.8.1. METRO will be opening a new applied research center with focus on working with communities.

2.3.9. NYLA – Simone Yearwood

- 2.3.9.1. AnnaLee Dragon is now the Executive Director of NYLA. NYLA Headquarters is hiring two positions. Information about upcoming NYLA events is listed in Simone’s post:
<https://sunyla.org/forums/index.php?topic=1143.0>

2.3.10. SUNY Academic Programs & Awards committee – [VACANT]

3. Old Business

4. New business

4.1. SUNY transition to Brightspace – Chris Kretz, Head of Academic Engagement, Stony Brook University

- 4.1.1. Discussion about the SUNY-wide migration to Brightspace with questions that included:
 - 4.1.1.1. Are any SUNY libraries in the first cohort involved in the migration?

- 4.1.1.2. How involved are the librarians overall?
- 4.1.1.3. The most basic way to integrate the library with Brightspace is to add link to library website in Brightspace landing pages.
- 4.1.1.4. Many libraries are experiencing a lack of notification and many of these same libraries are in a later cohort.
- 4.1.2. The migration is still in the early stages, even for cohort 1. Creating templates, for example.
- 4.1.3. To learn more and see which campuses are in which cohort, visit <https://dle.suny.edu/>
- 4.1.4. First time that all of SUNY is on the same LMS.
- 4.1.5. How best to keep libraries up to date? More communication coming.
 - 4.1.5.1. Would it be helpful to have a session during 2023 Midwinter Conference? Would it be more appropriate for a SLC discussion? Brightspace is on the draft agenda for the spring SLC meeting.

4.2. Professional Development Committee discussion

- 4.2.1. The motion to create a new committee was voted upon and approved but not added to the bylaws during the November 13, 2020 Council meeting. Are there any objections to overturn the vote to form a new awards committee? No.
- 4.2.2. It's too much responsibility for a single committee to handle scholarships, awards, and grants. It makes sense to keep scholarships and grants with this committee as both items are professional development, however, it's heavy load for a single committee.
- 4.2.3. Further discussion and consideration is needed as to how best to structure this committee and its responsibilities. Plus, a new chair is taking over. For these reasons, this item will not be part of the ballot this spring. Jocelyn will call a meeting with all interested parties.
- 4.2.4. Additionally, space on the website is needed to promote professional development regionally and nationally. More support for the mentoring program is also needed, with formal promotion and deadlines for applications.

4.3. Video archiving policy for SUNYLA

- 4.3.1. Currently, all recorded conference sessions are posted to YouTube and saved to TGD Google Drive. SUNYLA is increasingly recording more sessions. It would be helpful to have a policy as to where the recordings will be stored and to make sure that we are putting all videos in one place. The idea would be to host videos on the SUNYLA YouTube channel and then store somewhere else securely.
- 4.3.2. Bill Jones and Jill Locascio can write a draft policy and present it for review. They will distribute the draft via email. As long as it's not a change to the bylaws, the policy does not need to be on the ballot. The TDG Chair and Archivist would maintain the policy.

Delegate appreciation! The winners of this meeting's delegate appreciation gift card giveaway are Morgan Bond, Dan Harms, and Adam Saunders.

Meeting adjourned: 12:10 PM