

## ACRL Division-level Committee 2017–18 Year-End Reports & 2018–19 Work Plans

Committee
Academic/Research Librarian of the Year Award
ACRL/LLAMA Interdivisional Committee on Building Resources
Budget & Finance Committee
Diversity Committee
(Dr. E.J.) Josey Spectrum Scholar Mentor Committee
Government Relations Committee
Leadership Recruitment and Nomination Committee
Liaisons Coordinating Committee
Liaisons Grants Committee
Membership Committee
Section Membership Committee
New Roles and Changing Landscapes Committee
Professional Development Committee
ACRL 2018 President's Program Planning Committee
Professional Values Committee
Publications Coordinating Committee
<i>Academic Library Trends and Statistics Survey</i> Editorial Board
C&RL Editorial Board
C&RL News Editorial Board
Publications in Librarianship Editorial Board
RBM Editorial Board
<i>Resources for College Libraries</i> Editorial Board
Research Planning and Review Committee
Research and Scholarly Environment Committee
Standards Committee
Information Literacy Frameworks and Standards Committee
Student Learning and Information Literacy Committee
Value of Academic Libraries Committee

Chapters Council
Chapters Council

**Red**=report only

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## Division-level Committee Work Plan Template

### Committee

**Committee Name:** ACRL Academic/Research Librarian of the Year Award Committee

**Charge/Tasks:** Solicit nominations, market the availability of the award to the academic library community, facilitate the completion of the nomination process, select the award winner, monitor nomination pools and nomination updates, and recommend changes to award web site information.

### Committee leadership

**Current Chair:** Jennifer Fabbi

**Incoming Chair:** Jennifer Fabbi

**Incoming Vice-chair:** Jeannette Pierce

**Incoming Board Liaison:** Lauren Pressley

**Staff Liaison:** Chase Ollis

### Submission information

**Year-end report written by:** Jennifer Fabbi

**Next year work plan submitted by:** Jennifer Fabbi

## 2017–2018 Year-end Committee Report

**What were the major projects/activities accomplished by your committee in the 2016–2017 membership year?**

- Flyers provided by ACRL staff liaison were distributed; announcements were made to listservs; reminders were sent.
- All applications were reviewed and vetted against award criteria.
- Committee met at Midwinter to select award recipient; recipient name was communicated to ACRL.
- A Media Profile Form and the Awards Promotion Activities worksheet was drafted and sent to ACRL.

**How did you go about getting them done?**

- Members created a list of relevant listservs, divided them up based on membership on the various lists, and sent flyers and information about the award and/or distributed information at conferences; reminders were sent.
- Members created and used a chart containing award criteria to vet nominees.
- Members met in person at the Midwinter conference or provided their candidate review rubric in advance; candidates were discussed and a recipient was selected. The candidate's name was communicated to ACRL by the committee chair and Board Liaison.
- The chair and vice-chair drafted a media profile of the candidate and forwarded it to ACRL staff liaison.

**What were the relevant results for your projects?**

- Nine applications reviewed, 1 selected
- Reviewed flyer, created standardized email announcement.

**Are any 2016–2017 projects ongoing?**

- No; the charge of the committee was satisfied.

**What worked well?**

- The ACRL staff liaison provided all pertinent information regarding the flyer and chair and committee expectations; communication and support were excellent.
- Publication and communication of the award was handled efficiently between the staff liaison and the committee.
- Committee members contributed equally.

**What could have worked better?**

- Delayed confirmation of award sponsorship meant that we could not advertise the award as early as in previous years. Since the nomination process is involved, it would be great to get information out in the summer.

**What do you wish someone had told you before starting work on this committee?**

Having had the opportunity to participate in the previous two years of the award provided the appropriate knowledge of the committee's charge, procedures, marketing, and work of the committee.

**What made this work most rewarding (observations/comments/accolades)?**

It is a difficult decision, but it is rewarding when the committee comes to consensus on an excellent candidate.

**Any other comments, recommendations, or suggestions?**

None.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name & Brief Description

The Academic/Research Librarian of the Year Award committee will refine the call for nominations, review the committee web site, market the award widely, review criteria and vet nominations, and select the award recipient.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

By virtue of recognizing an outstanding leader or researcher in the academic library arena, librarians observe what someone who has truly impacted the profession looks like; celebrating a deserving recipient strengthens connections to ACRL and enhances member engagement.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Review web site.	Fall 2018	Chair and committee	None
Refine call for nominations.	Fall 2018	Chair and committee	None
Send announcements and publicize award; recruit nominations.	Fall 2018	Chair and committee	None
Meet at midwinter or online to discuss nominees and decide recipient.	January 2019	Chair and committee	None

**Assessment: How will success be measured?**

One outstanding nominee will receive the 2019 Academic/Researcher of the Year Award.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: **2018 ACRL Presidents Program Planning Committee**

### Charge/Tasks:

Identify topic and potential speaker(s) for and plan the ACRL president's program to be offered at the ALA Annual Conference.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Jeanne Davidson
- Incoming Chair (2018–19): NA
- Incoming Vice-chair (2018–19): NA
- Incoming Board Liaison (2018–19): NA
- Staff Liaison: Megan Griffin

### Submission information

Year-end report written by: Jeanne Davidson

Work plan submitted by: NA

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

The committee planned and executed an engaging and well-attended session at ALA Annual in New Orleans titled: Beyond Resilience: Crafting a Caring Organization

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Surveyed membership and adjusted the trajectory of the program accordingly
- Added 3 critical members to the committee: Eamon Tewell (also served as moderator); Angela Galvin and Jacob Berg
- Held phone conversations with the committee approximately monthly during the planning phases
- After identification of the program panelists, created questions to frame the program
- Panelists were invited to attend Midwinter 2018 with the committee to help frame questions and steer the program
- All committee members provided ideas and/or assistance with tasks as needed
- Committee chair served as primary contact with the speakers and Megan to ensure consistent messaging and communication

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Engaged 4 panelists: Chris Bourg, Director of Libraries at MIT; Karen Schneider, Dean of Libraries at Sonoma State University; Fobazi Ettarh, Student Success Librarian at California State Dominguez Hills; Derrick Jefferson, Communication Librarian at American University; Eamon Tewell served as moderator
- Approximate attendance at the session was 285-300
- The program was very successful – people were engaged with the speakers, although we have not seen the program evaluations yet

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

No

### **What worked well?**

*A brief bulleted list is suggested here*

- The committee was very good and the panelists engaged well with the content to give a very conversational yet informative program.

- Megan Griffin's assistance and guidance was invaluable!
- ACRL's LibGuides instance worked very well as a platform for additional information

### **What could have worked better?**

*A brief bulleted list is suggested here*

- The speakers were all very busy so scheduling meetings and/or getting necessary information from some of them was challenging at times, although I don't know there is anything to be done about that.
- The instructions and information for getting speaker bios and information into the scheduler seemed to be a challenge for a couple of the speakers. It was not obvious to them the difference between going to the scheduler as a speaker vs. an attendee.

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

The topic of our program focused on making our organizations safer and more equitable for everyone by avoiding the need/push for individual resilience which often most impacts people of color, persons with disabilities, etc.

### **What do you wish someone had told you before starting work on this committee?**

*Optional*

### **What made this work most rewarding (observations/comments/accolades)?**

*Optional*

The expertise of the panelists and committee members provided a learning opportunity for me as well as an opportunity to meet people I would not have met otherwise. The topic of the panel is important as we seek to create organizations that are diverse, respectful and recognize the complexity of the lives of the people who work for us.

### **Any other comments, recommendations, or suggestions?**

*Optional*



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: ACRL/LLAMA Interdivisional Committee on Building Resources

Charge/Tasks: To continuously update the "Academic Library Building Design: Resources for Planning" resource guide for planning library buildings and learning spaces, using existing resources such as those available from ACRL, ARL, LLAMA, EDUCAUSE, and other organizations as appropriate. To suggest additional tools as appropriate that might help those planning library and learning spaces. To scan related professional organizations annually to determine and implement the most effective and appropriate places and methods for promotion of the guide. If resources are needed requests must be made to the ACRL and LLAMA Boards

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Anne Casey, ACRL Co-Chair; Eric Kidwell, LLAMA Co-Chair
- Incoming Chair (2018–19): Same as above
- Incoming Vice-chair (2018–19): No Vice-Chair for this committee
- Incoming Board Liaison (2018–19): Kelly Jacobsma
- Staff Liaison: Mary Jane Petrowski, ACRL; Kerry Ward, LLAMA

### Submission information

Year-end report written by: Anne Casey

Work plan submitted by: Anne Casey

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- All areas of the research guide were updated
- Preliminary conversations on overhauling the research guide design were begun
- Agreed to develop a survey for ACRL on Building Resources and successfully sought funding from ACRL

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Committee members volunteered to update specific sections of the guide
- Committee meetings included discussion of new design ideas
- Formed a subcommittee that has begun drafting a survey
- Entered into a relationship with Counting Opinions to advise the survey design and administer the survey

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- A research guide will all sections updated in the same year.
- A funding commitment from ACRL for the survey
- First draft survey questions

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- All are ongoing

### **What worked well?**

*A brief bulleted list is suggested here*

- Committee members' willingness to participate in all aspects of the research guide update

### **What could have worked better?**

*A brief bulleted list is suggested here*

- Regular rather than Ad Hoc committee meetings

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- Indirectly, by making the essential building resources available to anyone, we provide access to a body of knowledge that includes and benefits all.

**What do you wish someone had told you before starting work on this committee?**

*Optional*

- That I would have to learn how to edit and maintain a LibGuide!

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

- From my point-of-view as the ACRL co-chair, working with Eric Kidwell, the LLAMA co-chair, has been the most rewarding experience. Exploring the issue of building resources from the point-of-view of both sections has made our discussions and work a richer experience.

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Develop a new committee charge to reflect the addition of oversight of a Library Facility Survey and subsequent publication as a central focus of the committee.

### Brief Description

A brief description of project.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The committee has embraced a new focus in the last year and will need a new charge to more accurately identify its work in the areas of member engagement and publications.

## Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Draft new committee charge	September 2018	Full committee	
Obtain approval for new committee charge	By December 2018	Co-chairs	Staff support
Develop a request to convert the committee to an editorial board	By Midwinter 2019	Committee	Staff support

## Assessment: How will success be measured?

Success will be measured by the adoption and approval of a new committee charge.

## Activity/Project Name

Update and improve the ACRL/LLAMA Academic Library Building Design: Resources for Planning Guide.

## Brief Description

Each section of the planning guide will be updated in terms of accuracy and currency of materials. The overall guide will be evaluated and restructured following current best practices to make it easier to navigate and more visually-appealing.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

The building resources information contained and cited in the Academic Building Design Guide is designed to provide best practices and examples on library buildings in the literature to promote the impact and value of libraries.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Assign each discrete area of the research guide to a committee member for review	September 7, 2018	Co-chairs	N/A
Review and update each section of the research guide as needed	December 14, 2018	Committee members	N/A
Review LibGuide best practices and restructure guide to make it more visibly appealing	February 28, 2019	Committee Members	N/A

**Assessment: How will success be measured?**

The updated project research guide will be used by members needing information on library facilities. Data on numbers of members accessing guide will be solicited from ACRL staff periodically.

## Activity/Project Name

Develop and administer the Library Facility Survey

## Brief Description

Academic library leaders have long sought answers to questions about library facilities. Some exists in other surveys but ACRL staff saw the need for a comprehensive facility survey, administered annually, which would provide data for a publication on facilities. There will be three parts to the Academic Library Facility Survey – a basic survey, a new building/renovations survey, and one for proposed future buildings/renovations.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
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### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

The Library Facilities publication derived from the annual survey will enable members of the profession to learn about best practices and find information on comparable organizations to assist them in creating new and restructuring older library facilities.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Draft Basic Facilities Survey	July - August, 2018	Subcommittee of volunteers from the larger committee	Staff support
Field test basic facilities survey	September, 2018	Subcommittee; Counting Opinions	Staff support
Draft New Building/Renovations survey questions	October – November, 2018	Committee	
Field test new building/renovations survey	January 2019	Committee; Counting Opinions	
Launch basic Facilities Survey	October, 2018 – March, 2019	Subcommittee, ACRL staff, LLAMA staff, Counting Opinions	Staff support
Conduct Information sessions on surveys	Midwinter, 2019 ACRL Conference 2019	Designated committee members	
Draft “Looking forward” survey questions	February – March 2019	Committee; Counting Opinions	
Finalize report outputs from basic survey	March – April, 2019	Subcommittee, ACRL staff, LLAMA staff, Counting Opinions	Staff support
Field test “looking forward” survey	April – May 2019	Committee; Counting Opinions	

## **Assessment: How will success be measured?**

Success will be measured by the number of libraries that respond to the surveys annually and the number of libraries subscribing to the library facilities database.

## Division-level Committee Year-end Report and Work Plan Template

### Committee

**Committee Name:** Budget & Finance Committee

**Charge/Tasks:**

- To submit annually a recommended budget for the ACRL division (including division publications, the CHOICE budget, the allocation of Long Term Investment fund income) to the ACRL Board of Directors for action.
- To advise the ACRL Board of Directors on its allocation of Friends of ACRL contributions to strategic projects and programs, as well as to consult with the ACRL Board of Directors on fundraising goals and objectives.
- To counsel the ACRL Board of Directors on questions regarding all fiscal matters of the division or its publications, including dues levels and fundraising, especially as they relate to alignment with the strategic plan.

### Committee leadership

2018–2019 Chair: Carolyn Henderson Allen  
2018-2019 Board Liaison: Lauren Pressley  
2018-2019 Board Liaison: Karen Munro  
Staff Liaison: Allison Payne

### Submission information

2018-2019 report and 2018-2019 work plan submitted by: Carolyn Henderson Allen

## 2016–17 Year-end Committee Report

This report will be included in the Committee's official record of activities maintained by the ACRL staff.

### **What were the major projects/activities accomplished by your committee in the 2016–17 membership year?**

- Held orientation to the committee for new Board of Directors members at SPOS, on September 14, 2016.
- Held a virtual orientation for new Budget and Finance Committee members on October 6, 2016.
- Recommended a budget for FY2018 to the ACRL Board of Directors at ALA Annual 2017.
- Recommended personal dues rates (including dues for members and deeply discounted dues for students) for FY2018 to the ACRL Board of Directors at ALA Annual 2017.
- Advised as needed on fundraising, including the ACRL conference scholarship campaign.
- Recommended to the ACRL Board of Directors and Executive Director that \$350,000 be moved into the Long Term Investment (LTI) fund when the window to do so next opens.
- Monitored the Leab endowment funds for progress toward the \$50,000 minimum required by ALA. The endowment has now met the minimum required amount.
- Monitored the impact of not charging section dues. Recommended that the Board reinstate the previous section funding model.
- Continued to monitor the current Dashboard Metrics.
- Monitored and discussed the financial outlook for Choice.
- Discussed budget assumptions with the Executive Director and assisted in preparing the final document.

### **How did you go about getting them done?**

- Many discussions and routine tasks were accomplished at ALA Annual and Midwinter.
- Reviewed data prepared by staff before making decisions.
- Worked closely with ACRL staff in during the year, including budget preparation and approval, planning orientations, and carrying out projects.
- Held meetings and discussions via web conferencing and conference calls.
- Convened a joint meeting with the ACRL Board of Directors at ALA Midwinter 2017.

### **What were the relevant results for your projects?**

- A recommended budget for FY2018 that was approved by the ACRL Board of Directors.
- Dues increase of \$1.00 for personal members and new discounted dues rates of \$5.00 for students.
- Orientation sessions for new Budget and Finance Committee members and new Board members.
- Budget assumptions were revised and a completed document presented.
- The Board of Directors accepted the recommendation to move \$350,000 to the Long Term Investment (LTI) fund when ALA next opens a window to do so. This will be accomplished by transferring funds from the Choice LTI.

### **Are any 2016–17 projects ongoing?**

- Continue to study the impact of the new student dues structure on membership.
- Monitor Choice budget and the impact of newly-developed projects on it (especially the new OER database project).
- Several new projects were initiated at ALA Annual 2017 and will be reflected in the 2017/18 work plan

### **What worked well?**

- The Executive Director, Associate Director, and other members of the staff provided superior support to the Committee.
- Use of conference calls and online sessions to conduct routine business and orientations.

### **What made this work most rewarding (observations/comments/accolades)?**

- The decisions and recommendations of the Budget and Finance Committee are well received by the Board of Directors and have a noticeable impact on membership and the operation of ACRL.
- The members of the Budget and Finance Committee are genuinely committed and engaged in its work.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** **Develop and recommend budget for FY 2020 to the ACRL Board of Directors**

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** **A sentence is suggested.**

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** **A sentence is suggested.**

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** **A sentence is suggested.**

☒ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

**Description of connection to specific area:** **Budget**

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Budget assumptions reviewed and discussed by Budget and Finance Committee	Mid to late October 2018	B & F Committee, Executive Director, Staff Liaison	Staff support
Draft of FY 2019 budget reviewed at ALA Midwinter Meeting	January 2019	B & F Committee, Executive Director, Staff Liaison	Staff support
Final review of draft budget and vote by the Committee to recommend a budget to the ACRL Board of Directors	June 2019	B & F Committee, Executive Director, Staff Liaison	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

**Proposed budget presented to the ACRL Board of Directors.**

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

<b>Activity/Project Name and brief description:</b> <span style="color: red;">Monitor Choice's financial outlook and new product development,</span>												
Select the <i>single</i> best connection to the <a href="#">ACRL Plan for Excellence</a> and provide a brief sentence connecting your project to the Plan.												
<div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Value of Academic Libraries</b>  <b>Objective:</b> <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4  <i>Description of connection to specific objective:</i> <span style="color: red;">A sentence is suggested.</span> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Student Learning</b>  <b>Objectives:</b> <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4  <i>Description of connection to specific objective:</i> <span style="color: red;">A sentence is suggested.</span> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Research and Scholarly Environment</b>  <b>Objectives:</b> <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4  <i>Description of connection to specific objective:</i> <span style="color: red;">A sentence is suggested.</span> </div> <div> <input checked="" type="checkbox"/> <b>Supports the programs and services that target education, advocacy, publications, or member engagement.</b>  <i>Description of connection to specific area:</i> <span style="color: red;">Budget</span> </div>												
<b>Timeline:</b> <input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past this membership year (expected completion date: _____) <i>Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.</i>												
<b>Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)</b>												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e1f5fe;"> <th style="padding: 5px;">Specific Action</th> <th style="padding: 5px;">Due Date</th> <th style="padding: 5px;">Party Responsible</th> <th style="padding: 5px;">Resources Needed (e.g., financial*, technology, staff support)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Review and discuss Choice financial data at ALA Midwinter and Annual</td> <td style="padding: 5px;">January 2019 June 2019</td> <td style="padding: 5px;">B &amp; F Committee, Executive Director, Choice Publisher, Staff Liaison</td> <td style="padding: 5px;">Staff support</td> </tr> <tr> <td style="padding: 5px;">Discuss new products and potential revenue streams for Choice at ALA Midwinter and Annual</td> <td style="padding: 5px;">January 2019; June 2019</td> <td style="padding: 5px;">B &amp; F Committee, Executive Director, Choice Publisher, Staff Liaison</td> <td style="padding: 5px;">Staff support</td> </tr> </tbody> </table>	Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)	Review and discuss Choice financial data at ALA Midwinter and Annual	January 2019 June 2019	B & F Committee, Executive Director, Choice Publisher, Staff Liaison	Staff support	Discuss new products and potential revenue streams for Choice at ALA Midwinter and Annual	January 2019; June 2019	B & F Committee, Executive Director, Choice Publisher, Staff Liaison	Staff support
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)									
Review and discuss Choice financial data at ALA Midwinter and Annual	January 2019 June 2019	B & F Committee, Executive Director, Choice Publisher, Staff Liaison	Staff support									
Discuss new products and potential revenue streams for Choice at ALA Midwinter and Annual	January 2019; June 2019	B & F Committee, Executive Director, Choice Publisher, Staff Liaison	Staff support									
<b>Assessment: How will success be measured?</b> (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)? <span style="color: red;">Reports of reviews and discussions and potential recommendations to the Board of Directors regarding proposed actions or new products.</span>												

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** Continued evaluation of dashboard tool.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☒ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

**Description of connection to specific area:** Budget and membership

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Continue to monitor the current dashboard model	Throughout the year	B & F Committee, Executive Director, Staff Liaison	Staff support
Consider potential modifications addressing current issues	Throughout the year	B & F Committee, Executive Director, Staff Liaison	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Evidence of ongoing assessment and development of the dashboard tool.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** Review and recommend dues rates for FY 2020 to the ACRL Board of Directors

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☒ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

**Description of connection to specific area:** Budget and membership.

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Monitor HEPI data (Higher Education Price Index)	Through the year	ACRL Staff reports HEPI to the B & F Committee	Staff support
Discuss HEPI and dues amounts at ALA Midwinter	January 2019	B & F Committee, Executive Director, Staff Liaison	Staff support
Review HEPI data and possible dues amounts and develop recommendation for personal member dues for FY 2019 to the ACRL Board of Directors.	June 2019	B & F Committee, Executive Director, Staff Liaison	Staff support
Review organizational dues and develop recommendation to Board of Directors	June 2019	B & F Committee, Executive Director, Staff Liaison	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Presentation of recommendation for FY 2019 personal dues amounts to the Board of Directors.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

<b>Activity/Project Name and brief description:</b> <span style="color: red;">Friends' disbursements and fundraising activities</span>												
Select the <i>single</i> best connection to the <a href="#">ACRL Plan for Excellence</a> and provide a brief sentence connecting your project to the Plan.												
<div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Value of Academic Libraries</b>  <b>Objective:</b> <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4  <i>Description of connection to specific objective:</i> <span style="color: red;">A sentence is suggested.</span> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Student Learning</b>  <b>Objectives:</b> <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4  <i>Description of connection to specific objective:</i> <span style="color: red;">A sentence is suggested.</span> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Research and Scholarly Environment</b>  <b>Objectives:</b> <input type="checkbox"/>1 <input type="checkbox"/>2 <input type="checkbox"/>3 <input type="checkbox"/>4  <i>Description of connection to specific objective:</i> <span style="color: red;">A sentence is suggested.</span> </div> <div> <input checked="" type="checkbox"/> <b>Supports the programs and services that target education, advocacy, publications, or member engagement.</b>  <i>Description of connection to specific area:</i> <span style="color: red;">Budget</span> </div>												
<b>Timeline:</b> <input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past this membership year (expected completion date: _____) <i>Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.</i>												
<b>Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)</b>												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #e1f5fe;"> <th style="width: 25%;">Specific Action</th> <th style="width: 20%;">Due Date</th> <th style="width: 25%;">Party Responsible</th> <th style="width: 30%;">Resources Needed (e.g., financial*, technology, staff support)</th> </tr> </thead> <tbody> <tr> <td>Advise the Board on Friends Funds and fundraising activities</td> <td>Through the year</td> <td>Executive Director, B &amp; F Committee</td> <td>Staff support</td> </tr> <tr> <td>Advise the Board on the ACRL 2019 Conference Scholarship Campaign</td> <td>Through the year</td> <td>Executive Director, B &amp; F Committee</td> <td>Staff support</td> </tr> </tbody> </table>	Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)	Advise the Board on Friends Funds and fundraising activities	Through the year	Executive Director, B & F Committee	Staff support	Advise the Board on the ACRL 2019 Conference Scholarship Campaign	Through the year	Executive Director, B & F Committee	Staff support
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)									
Advise the Board on Friends Funds and fundraising activities	Through the year	Executive Director, B & F Committee	Staff support									
Advise the Board on the ACRL 2019 Conference Scholarship Campaign	Through the year	Executive Director, B & F Committee	Staff support									
<b>Assessment: How will success be measured?</b> (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)? <span style="color: red;">The key indicator will be the level of giving that is achieved in the Scholarship Campaign and in other categories.</span>												

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** Advise Board of Directors on potential transfers to the Long Term Investment Fund.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ Value of Academic Libraries

Objective: ☐1 ☐2 ☐3 ☐4

Description of connection to specific objective: A sentence is suggested.

☐ Student Learning

Objectives: ☐1 ☐2 ☐3 ☐4

Description of connection to specific objective: A sentence is suggested.

☐ Research and Scholarly Environment

Objectives: ☐1 ☐2 ☐3 ☐4

Description of connection to specific objective: A sentence is suggested.

☒ Supports the programs and services that target education, advocacy, publications, or member engagement.

Description of connection to specific area: This represents the effort to ensure long term financial strength so that ACRL can continue to provide a wide range of services to members.

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Advise the Board of Directors concerning potential transfers from the net asset balance to the Long Term Investment Fund	June 2019	B & F Committee, Executive Director	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Presentation of recommendation on transfers to the Board of Directors.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** **Orientation Sessions – plan and conduct orientations to Budget and Finance Committee for new committee members and new ACRL Board of Directors members.**

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** **A sentence is suggested.**

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** **A sentence is suggested.**

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** **A sentence is suggested.**

☒ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

**Description of connection to specific area:** **Budget**

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Survey Committee members for availability	August/September, 2018	ACRL Staff	Staff support
Plan activities for committee members' orientation	August/September 2018	B & F Chair, Staff Liaison, Executive Director	Staff support
Hold committee members' orientation	Late September	B & F Chair, Staff Liaison, Executive Director	Staff support
Plan orientation for new Board of Directors members	August/September 2018	B & F Chair, Staff Liaison, Executive Director	Staff support
Hold orientation for new Board of Directors members	SPOS (September 2018)	B & F Chair, Staff Liaison, Executive Director	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

**Feedback from new B & F Committee members and feedback from new Board members.**

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018–2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** Monitor the reduction in fees for student members and its impact on membership numbers.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ Value of Academic Libraries

Objective: ☐1 ☐2 ☐3 ☐4

Description of connection to specific objective: A sentence is suggested.

☐ Student Learning

Objectives: ☐1 ☐2 ☐3 ☐4

Description of connection to specific objective: A sentence is suggested.

☐ Research and Scholarly Environment

Objectives: ☐1 ☐2 ☐3 ☐4

Description of connection to specific objective: A sentence is suggested.

☒ Supports the programs and services that target education, advocacy, publications, or member engagement.

Description of connection to specific area: Budget and membership.

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Monitoring the number of student members and whether membership is changing in response to discounted student fees.	Through the year	B & F Committee, Executive Director, Staff Liaison	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)? *Presentation of reports on changes in student membership numbers.*

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018-2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description:** Info-graphic showing how ACRL uses it funds.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☒ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

**Description of connection to specific area:** Member engagement: Development of an info-graphic showing how ACRL uses its funds is an effort at improving members' understanding of the services provided.

### Timeline:

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Review response (if any) to info-graphic to show how ACRL uses dues and other income	Continued review ALA Midwinter 2019	B&F Committee, Chair, ACRL staff	Staff support

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Presentation of a finalized version of the infographic at Midwinter 2018.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

## 2018-2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

**Activity/Project Name and brief description.**

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective: A sentence is suggested.*

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective: A sentence is suggested.*

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective: A sentence is suggested.*

☒ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

*Description of connection to specific area: A sentence is suggested.*

### Timeline:

☐ continuous project assigned in charge

☐ short-term project that will be completed this membership year

☒ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

**The presentation of useful guidelines that can be employed to shape future budget recommendations to the Board of Directors.**



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Diversity Committee

Charge/Tasks: To initiate, advise and mobilize support for appropriate action related to issues of diversity in academic librarianship including recruitment, advancement and retention of underrepresented groups to academic and research librarianship and the promotion of library and information services for diverse library users.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Tarida Anantachai
- Incoming Chair (2018–19): Federico Martínez-García, Jr.
- Incoming Vice-chair (2018–19): Mark Puente
- Incoming Board Liaison (2018–19): Faye Chadwell
- Staff Liaison: Ann-Christe Galloway

### Submission information

Year-end report written by: Tarida Anantachai

Work plan submitted by: Federico Martínez-García, Jr.

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Continued the revision of Diversity Standards from previous work plan as an ongoing project.
- Collaborated with ACRL University Libraries Section (ULS) Conference Program Planning Committee to submit a joint proposal, and later coordinate the accepted program for 2018 ALA Annual Conference, "[Making the Case for Diversity: Grassroots Leadership as a Catalyst for Change.](#)"
- Worked with ACRL Board Liaison to make recommendations on the incorporation of equity, diversity, and inclusion (EDI) within ACRL's revised Plan for Excellence.
- Collaborated with ACRL Professional Values Committee Chair to lead a discussion and feedback-gathering session on EDI at 2018 ALA Midwinter Meeting's ACRL Leadership Council session.
- Collaborated with ACRL Board EDI Working Group to analyze responses gathered from the aforementioned ACRL Leadership Council session to identify key points for the follow-up [ACRL EDI Signature Initiative survey](#).
- Provided feedback for EDI-related lightning round topics for the [ACRL/ARL Symposium for Strategic Leadership in Diversity, Equity, and Inclusion](#).
- Continued the ongoing revisions of the ACRL Diversity Standards from the previous work plan.
- Continued to participate on the ACRL Diversity Alliance Task Force.
- Updated the [list of other diversity-related committees and resources on the ACRL Diversity Committee's website](#).

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Established two subcommittees focused on revising the Diversity Standards and on programming/outreach.
- Continued liaison role between the ACRL Diversity Committee and the ACRL Diversity Alliance Task Force.
- Invited ACRL Board Liaison to participate in committee meetings to provide updates on the various EDI initiatives noted earlier. Continued to share communications and solicitations for committee feedback via e-mail between meetings.
- Hosted two meetings at the ALA Midwinter Meeting and ALA Annual Conference, as well as two virtual committee meetings.
- Proposing conference presentation on the work the committee had done and planned on doing regarding the revision of the Diversity Standards.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Continue working with Diversity Standards committees on developing a process to revise the Diversity Standards.
- Held two virtual meetings along with a hybrid meeting at ALA Annual and ALA Midwinter.
- Cosponsored a joint program with ACRL ULS on EDI at the 2018 ALA Annual Conference.
- Directly contributed to the ongoing efforts of the ACRL EDI Signature Initiative.
- Directly contributed to the program of the ACRL/ARL Symposium for Strategic Leadership in Diversity, Equity, and Inclusion.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- Continue with the process of revising the Diversity Standards.
- Continue developing additional programming and outreach opportunities.

### **What worked well?**

*A brief bulleted list is suggested here*

- The commitment of all of the committee members working within the various sub-groups and as an entire committee.
- The commitment shown to diversity by the Board liaison to attend all of the face-to-face meetings and provide updates and support to the committee.

### **What could have worked better?**

*A brief bulleted list is suggested here*

- Holding more virtual meetings along with a hybrid meeting for ongoing communication and milestone check-ins.
- The committee attempted to revise all of the Diversity Standards all at once in one year.

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- The focus, charge, and activities of this committee has long been aligned with advancing diversity, equity, and inclusion in our profession and for our libraries. The major projects/activities noted listed at the beginning of this report are just a few examples of this, from our work on the Diversity Standards to our role in contributing to ACRL's revised Plan for Excellence, etc.

## **What do you wish someone had told you before starting work on this committee?**

*Optional*

- The Diversity Committee needed to be in communication with the Standards Committee regarding any revisions being recommended by the committee. Also, the revision timeline for all of the ACRL standards is five years, which the committee was not aware of.

## **What made this work most rewarding (observations/comments/accolades)?**

*Optional*

- The outstanding commitment of the committee members.
- The opportunity to collaborate with other groups on programming and advising on ACRL EDI initiatives.

## **Any other comments, recommendations, or suggestions?**

*Optional*

- The standards need to include contemporary theories and current applications across various institutions. This requires a discussion on bandwidth and expertise within the committee, as well as a discussion on the sequence and process of revision. The expectation is to submit revision recommendations to the ACRL Standards Committee every five years. Since the diversity standards were approved by the board in 2012, they are up for renewal this year. There is a need to bring in more people with expertise into the revision process.
  - One recommendation is to organize the standards by themes and revise a few standards a year based on a theme. The committee can also host a virtual or face-to-face working session with experts where participants can bring in and share ideas based on the theme.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Diversity Standards Revision Plan

### Brief Description

Continue the revision of Diversity Standards from previous work plan.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☒ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

A revised set of diversity standards would better support libraries that want to focus on issues of equity, access, diversity, and inclusion within its institution.

### Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☒ multi-year project continuing past this membership year (expected completion date: TBD)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Create proposal for ALA 2019, presenting committee' Standards work and ask for feedback.	August 2018	Chair, Vice-Chair primarily but including all committee members.	
Create proposal for ACRL 2019, possibly on practical applications of incorporating the Standards across various institutions.	October 2018	Chair, Vice-Chair primarily but including all committee members.	
Continue evolving the revision process to the Diversity Standards, including establishing sequence of event, organizing Standards by themes, etc.	December 2018	Entire committee	
Plan a virtual working session with external experts where participants can bring based on Standards themes.	January 2019	Entire committee	Invite representatives from other related groups (roundtables, ethnic affiliates, etc.)
Submit revision recommendations to themed standards to the ACRL Standards Committee for review.	June 2019	Entire committee	

**Assessment: How will success be measured?**

Feedback will be solicited from concerned sessions attendees, roundtables and ethnic affiliates (e.g. through in person, virtual working session or other individual solicitations for feedback). Longer term success will be measured by revision recommendations presented to ACRL Standards Committee and eventual adoption of the revised standards into library practice.

## Activity/Project Name

Collaborate with the Board's Strategic Planning in identifying topics on equity, diversity, and inclusion.

## Brief Description

Collaborate with Board's Strategic Planning on ACRL initiatives on equity, diversity, and inclusion and how we can define a signature initiative around EDI as well as develop specific strategies for helping members with EDI.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☒ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Directly engaging in these related initiatives would help to support ACRL's ongoing diversity and advocacy efforts on a national level.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☒ multi-year project continuing past this membership year (expected completion date: TBD)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Gather feedback from committee to define priority topics to bring to the Board's Strategic Planning Session.	October 2018	Entire committee	
Participate in person in Board's Strategic Planning Session.	October 2018	Chair and Vice-Chair	
Share insights to Diversity Committee to start planning next steps.	November 2018	Chair and Vice-Chair	
Work on next steps for the Diversity Committee.	Continuous	Entire committee	

## Assessment: How will success be measured?

Feedback will be continually solicited from the appointed liaisons of these group, such as during the Diversity Committee's meetings and other communications.

## Activity/Project Name

Collaborate with the ACRL President's Program Planning Committee on virtual program highlighting Equity, Diversity, and Inclusion work at libraries.

## Brief Description

Collaborate with the ACRL President's Program Planning Committee by presenting at least a virtual program highlighting Equity, Diversity, and Inclusion work at libraries.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☒ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Directly engaging in these related initiatives would help to support ACRL's ongoing diversity and advocacy efforts on a national level.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☒ multi-year project continuing past this membership year (expected completion date: TBD)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Create a proposal for a virtual program.	August 2018	Entire committee	
Present virtual program.	Fall 2018	Entire committee	Presentation platform and invite attendees.
Seek program presentation feedback.	Fall 2018	Entire committee	
Plan future virtual programs.	Spring 2019	Entire committee	

**Assessment: How will success be measured?**

Feedback will be solicited from attendees and ACRL President's Program Planning Committee.



## **Division-level Committee Year-end Report and Work Plan Template**

### **Committee**

Committee Name: (Dr. E.J.) Josey Spectrum Scholar Mentor Committee

Charge/Tasks: To administer the ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program whereby academic and research librarians would be recruited to serve as mentors to Spectrum Scholars; linking mentors with specific scholars; preparing guidelines and an information program to assist mentors in working with scholars; sponsoring and co-sponsoring programs on mentoring and collecting feedback on the programs; and, administer the process of selecting Spectrum Scholar recipients for ACRL Conference travel grants.

### **Committee leadership**

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2018–19 roster information.

- Current Chair (2017–18): Kiyomi Deards
- Incoming Chair (2018–19): Tamara Rhodes
- Incoming Vice-chair (2018–19): Nikhat J. Ghouse
- Incoming Board Liaison (2018–19):
- Staff Liaison: David Connolly

### **Submission information**

Year-end report written by: Kiyomi Deards

Work plan submitted by: Tamara Rhodes

## 2017-18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017-18 membership year?**

- Mentor/mentee matching
- Selection of ACRL Conference travel scholarship recipients

### **How did you go about getting them done?**

- Committee communicated largely via ALA Connect, email, and Adobe Connect meetings
- Committee members made initial selections for mentors and mentees pairings previous to meeting
- Document with committee member pairings was shared during meeting.
- There was consensus on several of the pairings based on initial screening. When there was not consensus, committee discussed strengths of potential pairings and were able to reach agreement in all cases.
- In the mentor/mentee pairing, there were not enough Latina mentors available to meet requests by mentees, so one committee member recommended a second call for mentors and successfully recruited a colleague to fill need
- Committee had to meet more than once to rematch mentors and mentees in cases of non-responsive mentors
- Process for selecting travel scholarship recipients was similar to mentor/mentee matching process but required fewer meetings

### **What were the relevant results for your projects?**

- Reviewed 12 applicants to receive ACRL Conference 2017 travel grants
- Selected 6 recipients and 2 alternates for ACRL 2017 conference scholarships
- Reviewed approximately 21 mentee and 51 mentor applications.
- Matched 21 mentees and mentors
- Based on feedback from Spectrum mentors, David Connolly created a new listservs so that mentors can share tips and strategies

During the mentor/mentee pairing process, the committee found areas for improvement. They are as follows:

- Modify language regarding disability question, based on comment made by mentee in application. Specifically, applicant found "No declared disability" and "No, I would prefer to be matched with a mentor with a different or no declared disability" wording offensive as it stigmatizes people with disabilities. The committee agreed, but no work was done on how to improve language.
- Improve recruiting efforts to fill needs for librarians of color as mentors. Committee should meet before call for mentors goes out so as to target or find mentors of color; and reach out to former scholars

### **Are any 2016–17 projects ongoing?**

No

### **What worked well?**

- Virtual communication worked well for the committee. Members met in Adobe Connect and communicated solely by email and ALA Connect.
- Having applications data presented in spreadsheet, as well as pdf, to make searching and comparison of desired qualifications more efficient

### **What could have worked better?**

- Did not do any formal assessment of the pairings from previous year
- Time management in terms of scheduling Adobe Connect sessions. Tip: Be sure to schedule a week in advance

### **What do you wish someone had told you before starting work on this committee?**

Although, I have served on this committee for a number of years, it is difficult to keep track of all the projects required of this committee. I know that I can retrieve the work plans for the previous years, but I feel that a working timeline or list would have helped me to write a better work plan as vice-chair, and achieve all goals as a chair.

### **What made this work most rewarding (observations/comments/accolades)?**

I have stayed on this committee for a number of years because the work of this committee is so rewarding. Every year the committee makes connections between new librarians of color and mentors. As a librarian of color, I believe this work is important to aid in the diversification of the library profession. The connections made between committee members has also made for a positive experience.

### **Any other comments, recommendations, or suggestions?**

*Optional*

## 2018-2019 Committee Work Plan

**Note:** Each activity/project should be reported using the grid below. Copy and paste the grid as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**. Deadlines and an overview of the work plan process are posted at <http://connect.ala.org/node/175502>.

**Activity/Project Name and brief description:** A brief, straightforward, descriptive name is preferred.

Update and review of previously used assessment survey and mentor and mentee application forms.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☒ Value of Academic Libraries

Objective: ☐1 ☐2 ☐3 ☒4

*Description of connection to specific objective:* A sentence is suggested.

☐ Student Learning

Objectives: ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective:* A sentence is suggested.

☐ Research and Scholarly Environment

Objectives: ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective:* A sentence is suggested.

☐ Supports the programs and services that target education, advocacy, publications, or member engagement.

*Description of connection to specific area:* A sentence is suggested.

It provides the information needed to keep the survey of participants and goals of the committee in line with the evolving needs of mentees over time.

**Timeline:**

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Review Previous Survey Instruments	September 2017	Committee and ACRL Staff	ALA Connect, email, conference/web
Distribute Survey to Spring 2017 matches	October 2017	ACRL Staff	ACRL and ALA communications resources
Review and revise application forms. Update if needed.	November 2017	Committee and ACRL Staff	ALA connect, email, conference/web call
Post application form to committee website	December 2017	ACRL Staff	ACRL and ALA communications resources

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate.

Success will be defined as a 50% or higher response rate from participants in the follow-up survey and the review and updating, if needed, of the mentor/mentee survey.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

**Activity/Project Name and brief description:** A brief, straightforward, descriptive name is preferred.

Spectrum Scholar Mentor and Mentee Matching, this project matches the incoming ACRL Spectrum Scholars with relevant mentors from academic and research libraries.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☒ **Value of Academic Libraries**

**Objective:** ☐1 ☐2 ☐3 ☒4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Student Learning**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Research and Scholarly Environment**

**Objectives:** ☐1 ☐2 ☐3 ☐4

**Description of connection to specific objective:** A sentence is suggested.

☐ **Supports the programs and services that target education, advocacy, publications, or member engagement.**

**Description of connection to specific area:** A sentence is suggested.

This project provides support for new professionals from diverse backgrounds as they prepare to start their LIS careers and helps advocate the need for an increase in librarians from underrepresented groups in the profession.

**Timeline:**

☒ continuous project assigned in charge

☐ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add*

this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

**Outline the steps and intermediate deadlines planned to complete the project.** (add rows as needed)

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Call for Mentors (General and targeted at relevant ACRL sections)	December 2017	ACRL Staff and Committee Members	ACRL and ALA communication resources
Mentee and Mentor Matching	April 2018	ACRL Staff and Committee Members	ALA Connect, email, Google Spreadsheet and Google Folder, conference Calls
Notification to Mentor/Mentee Pairs	Within 2 weeks of match	ACRL Staff	ACRL and ALA communications resources
Training mentors and committee members	Ongoing Schedule coordinated by ACRL Staff	ACRL Staff	Online web training

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate.

An assessment survey developed in 2014-2015 will be distributed to assess the pairing from spring 2017. This allows for surveys to be sent out in October so that mentor/mentee pairs will have been established for at least 6 months before pairs are asked to provide feedback on their experience. Success will be measured by 70% positive ratings of the mentoring experience from respondents.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

**Activity/Project Name and brief description:** A brief, straightforward, descriptive name is preferred.

Spectrum Scholar Mentor and Mentee Support Development - Evaluate feedback and survey results in order to develop 1-2 activities to further support the mentor/mentee relationships and professional development.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☒ Value of Academic Libraries

Objective: ☐1 ☐2 ☐3 ☒4

*Description of connection to specific objective:* A sentence is suggested.

☐ Student Learning

Objectives: ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective:* A sentence is suggested.

☐ Research and Scholarly Environment

Objectives: ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective:* A sentence is suggested.

☐ Supports the programs and services that target education, advocacy, publications, or member engagement.

*Description of connection to specific area:* A sentence is suggested.

This project provides support for mentors and mentees as they work together to foster the development of the mentees.

**Timeline:**

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add*

this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)	
Discuss Feedback and Survey results	September 2017	ACRL Staff and Committee Members	ACRL and ALA communication resources	
Initial Idea Selection	November 2018	ACRL Staff and Committee Members	ALA Connect, email, Google Docs, conference calls	
Activity and Assessment are implemented	March 2018	ACRL Staff and Committee Members	ALA Connect, email, Google Doc/Drive, ACRL and ALA communications	
Debrief on activity	May 2018	ACRL Staff and Committee Members	ACRL and ALA communication resources	

**Assessment: How will success be measured?** (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?

Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate.

A short survey will be developed for support activity participants focusing on what was most useful, what else attendees would like programming on, what further questions attendees have, and how useful attendees found the program (likert scale). Success will be defined as at least 50% of attendees finding the activity at least somewhat useful.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*

**Activity/Project Name and brief description:** A brief, straightforward, descriptive name is preferred.

ACRL Conference Travel Grant application form revision - This project will update and revise the application questions and travel grant information which will inform the committee's work next year.

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☒ Value of Academic Libraries

Objective: ☐1 ☐2 ☐3 ☒4

*Description of connection to specific objective:* A sentence is suggested.

☐ Student Learning

Objectives: ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective:* A sentence is suggested.

☐ Research and Scholarly Environment

Objectives: ☐1 ☐2 ☐3 ☐4

*Description of connection to specific objective:* A sentence is suggested.

☐ Supports the programs and services that target education, advocacy, publications, or member engagement.

*Description of connection to specific area:* A sentence is suggested.

Reviewing and updating this form ensures that the ACRL conference travel grant distribution guidelines stay up-to-date in order to facilitate support of the advancement of equity, access, diversity, and inclusion for conference attendees.

**Timeline:**

☐ continuous project assigned in charge

☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_) *Note: Multi-year strategic goal area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add*

this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

**Outline the steps and intermediate deadlines planned to complete the project. (add rows as needed)**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Distribute ACRL Conference Travel Grant to Committee Members for review and comment	January 2018	Committee and ACRL Staff	ALA Connect, email, conference/web call, ACRL and ALA communications resources
Discuss application forms. Update if needed.	February 2018	Committee	ALA Connect, email, conference/web call, ACRL and ALA communications resources
Final edits are approved on form.	March 2018	Committee and ACRL Staff	ALA Connect, email, conference/web call
Application form goes live	May or June 2018	ACRL Staff	ACRL and ALA communications resources

**Assessment: How will success be measured? (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)?**

Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate.

Success will be completing the review, and any needed updates, of the application form.

*\*If resources are required beyond the \$150 division-level committee basic services funding, please work with your Board Liaison and Staff Liaison to prepare a Board Action Form requesting additional funds.*



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

**Committee Name:** ACRL Government Relations Committee

**Charge/Tasks:** Work with the ACRL Board and staff to formulate the ACRL legislative agenda seeking input from other ACRL committees and leaders. Assists the ACRL Board in efforts to incorporate the ACRL legislative agenda into the ALA legislative agenda. Serves in an advisory role to the ACRL Government Relations Specialist.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): **Barbara Petersohn**
- Incoming Chair (2018–19): **Kevin Baggett**
- Incoming Vice-chair (2018–19): **Peter Kraus**
- Incoming Board Liaison (2018–19):
- Staff Liaison: **Kara Malenfant**

### Submission information

Year-end report written by: **Barbara Petersohn** with editing provided by the **Government Relations Committee**

Work plan submitted by: **Kevin Baggett**

## 2017-18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017-18 membership year?**

- *Researched and wrote the ACRL Legislative Agenda*  
<http://www.ala.org/acrl/issues/washingtonwatch/legagenda>
- *Solicited applications and selected seven recipients for travel scholarships to the National Library Legislative Day*
- *Reported out on the feasibility of the committee's developing a Legislative Toolkit*

### **How did you go about getting them done?**

#### *Legislative Agenda*

- *The vice-chair solicited recommendations for the ACRL Legislative Agenda from ACRL committees and many ALA Divisions.*
- *The committee worked with the Staff Liaison and sought input from the Washington Office staff to develop a robust draft.*
- *The draft was reviewed and edited by the Government Relations Committee.*
- *The draft was copy-edited and then presented to the ACRL Board for vote in May, 2018.*

#### *National Library Legislative Day Travel Scholarships*

- *The committee edited the previous application form and announcement. The Staff Liaison had this information posted widely.*
- *Applications were received by the committee chair and distributed to the committee via ALA Connect.*
- *The committee met virtually to discuss applications and select recipients.*
- *The Staff Liaison and committee chair notified winning applicants.*

#### *Explore and Report on the Legislative Toolkit Project*

- *The chair and a volunteer from the committee completed a report which forms an outline for going forward with a proposed online for the legislative toolkit including the specific steps and decision points in the process.*
- *The incoming chair/vice chair was forwarded this report prior to the Annual conference for review.*
- *The 2018-2019 Committee will also review the report and decide as a group if the project is feasible to pursue.*

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- 7 applicants were selected to attend the National Library Legislative Day (NLLD) in Washington, D.C.
- 10 issues were identified and researched or updated for the development of the Legislative Agenda.

### **Are any 2017–18 projects ongoing?**

- *The proposed Legislative Toolkit is an ongoing project which will either be developed or taken in another direction in the coming year.*

### **What worked well?**

- *The assistance of the ACRL Staff Liaison (Kara Malenfant and Allison Payne, stepping in while Kara was on leave) and input from the Washington Office were key to the smooth completion of the Agenda for the year within the timeline. The Staff Liaison was an important resource for this committee in completing the NLLD award process.*
- *The chair also requested additional members as the group was taking on additional tasks. Having the additional manpower helped us complete our tasks without feeling overwhelmed.*
- *This year we migrated the collaborative writing of the Agenda to Google Docs. We had no confusion about latest draft versions while developing the agenda, almost everyone had easy access to this resource, and there was no “learning curve” in using the tool. I had only one request for help in adding to/editing the document. I encourage the committee to continue to use this writing tool or one very much like it.*

### **What could have worked better?**

- *In politically volatile years like we have seen since 2016, the timeline for researching and writing the Agenda is compressed and makes the process somewhat frantic.*

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

- *Developing and publicizing the Legislative Agenda has been an opportunity for this committee to highlight and promote the policies of ACRL and its stand on political issues. Many ACRL policies and position statements are brought to the forefront in the Agenda and for this year that included ACRL statements on DACA, the Marrakesh Treaty, and the federal budget. These help illustrate the Association’s commitment to equity and inclusion.*

### **What do you wish someone had told you before starting work on this committee?**

*Optional*

### **What made this work most rewarding (observations/comments/accolades)?**

*Optional*

### **Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

ACRL Legislative Agenda

### Brief Description

The Legislative Agenda, developed and revised by this committee, provides the background information for ACRL Board, ACRL staff and ACRL members to advocate effectively around national legislative policy issues important in higher education.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The ACRL Legislative Agenda is the main focus of advocacy efforts throughout the year. It supports member efforts to advocate effectively for legislation and policies which will positively impact higher education.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### **Outline the steps and intermediate deadlines planned to complete the project.**

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Initial conference call to introduce members to each other and review the work of the committee	September 7, 2018	Chair	None
Review 2018 Agenda and discuss what should be kept and what removed	November 9, 2018	All-committee	None
Solicit and collect legislative issues from ACRL and ALA committees.	December 7, 2018	Chair and Vice-Chair	None
Decide on initial emerging and ongoing legislative issues to be considered for final Agenda.	January 11, 2019	All-committee	None
Create draft and begin editing final version of the Agenda.	March 1, 2019	All-committee	Use Google Docs to compose
Submit penultimate draft to ACRL Staff Liaison for copy editing.	March 29, 2019	Chair or vice-chair	None
Submit final agenda, with Board action form to ACRL office for virtual vote.	April 8, 2019	Chair	None

### **Assessment: How will success be measured?**

Successful completion and approval of the Agenda by the Board. Other measures would include increased numbers of website views and use of the Legislative Agenda through the coming year.

## 2018–19 Committee Work Plan

### Activity/Project Name

Legislative Tool Kit

### Brief Description

The Government Relations Committee will decide on whether or not to pursue creating a legislative tool kit targeted to academic librarians working with state and local legislators.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The legislative toolkit would be a resource for librarians who want to learn more about advocacy for academic libraries, covering areas of interest including background information on the issues, the legislative process and communication strategies.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Review the report written by previous chair and current vice-chair on the feasibility of a toolkit	September 7, 2018	All-committee	None
Make a decision on whether or not to pursue creating a legislative toolkit this academic year or table it for another year	September 7, 2018	All-committee	None
TBD if decision to create a toolkit this year is made			

## **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

Success would be determined by a final decision about next steps and possible actions taken on starting the project this year.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Information Literacy Frameworks and Standards Committee

Charge/Tasks: Oversees the development and review of discipline-specific information literacy documents, including frameworks and standards. Provides guidance for groups developing discipline-specific IL documents, reviews drafts, and updates documentation related to the process. This committee, in conjunction with the Standards Committee, is responsible for the Framework for Information Literacy for Higher Education document.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Nancy Fawley
- Incoming Chair (2018–19): Amanda Hess
- Incoming Vice-chair (2018–19): Emily Drabinski
- Incoming Board Liaison (2018–19): Caroline Fuchs
- Staff Liaison: Mary Jane Petrowski

### Submission information

Year-end report written by: Nancy Fawley

Work plan submitted by: Amanda Hess

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- The committee charge to reflect the ACRL Board of Directors' decision, that the *Framework for Information Literacy in Higher Education* will follow the same revision process used for all ACRL standards as articulated in Chapter 14.6 of the ACRL Guide to Policies and Procedures, was updated.
- Committee members made contact with representatives from all committees that are creating or updating disciplinary documents.
- ILFSC approved the *Guidelines for Primary Source Literacy* and forwarded them to the Standards Committee for review.
- ILFSC took over the responsibility to review documents produced by the ACRL Instruction Section prior to the Standards Committee reviewing them.
- The [Checklist for Developing and Revising Framework Companion Documents](#) to include information related to collaboration with an organization or group outside of ACRL was update.
- The committee created an internal checklist to aid in the review of documents.
- An email template for committee members to use when communicating with the groups updating disciplinary documents that they were assigned to work with was developed.
- ILFSC hosted a forum at ALA Annual 2018 for groups updating or creating information literacy documents.

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- The ILFSC chair maintained communication with the Standards Committee to ensure that the committee was aware of the progress on document revisions and directions being taken by the ILFSC.
- The ILFSC chair worked with chairs of the Anthropology and Sociology Section (ANSS), Education and Behavioral Sciences Section (EBSS) Instruction for Educators Committee, and Literatures in English Section (LES) Working Group to Update the LES Research Competencies to develop the forum at ALA Annual.
- Much of the committee's work was accomplished via email, in addition to two virtual meetings and one face-to-face meeting at Annual.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Approximately 45 persons attended the ALA forum, *Creating Information Literacy Frameworks: Examples and Ideas for ACRL Sections and Interest Groups*.

- We received two guidelines to review. The *Guidelines for Primary Source Literacy* were reviewed, approved and forwarded to the Standards Committee. The *Characteristics of Programs of Information Literacy that Illustrate Best Practices* went through an initial review and the committee was in the process of reviewing minor revisions at the time of Annual and the changeover in the committee roster.
- Committee members made contact with every single committee that is currently required to review and update disciplinary standards, or are intending to create new disciplinary documents, in order to determine where they are in the process and answer any questions they may have.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- ILFSC is in the process of reviewing the *Characteristics of Programs of Information Literacy that Illustrate Best Practices*.
- ILFSC is currently working with Heather Smedberg, who was the co-chair of the task force that created the *Guidelines for Primary Source Literacy*, to create a document of best practices based on her experiences going through the processes of creating a document.
- ILFSC is currently working with the individuals who presented at the ALA 2018 Forum to get examples of their process materials that they are willing to share posted to the ILFSC LibGuide so that other groups have access to this information.
- The ACRL Standards, Guidelines, and Frameworks Website will be updated to show that all outdated existing disciplinary standards are under revision.

### **What worked well?**

*A brief bulleted list is suggested here*

- The creation of an internal checklist to aid in the review of documents.
- The creation of an email template for committee members to use when communication with the groups updating disciplinary documents that they are assigned to work with.
- This is the third year ILFSC has hosted a forum at ALA Annual 2018 for groups updating or creating information literacy documents. It was very well-attended.
- We met virtually for midwinter rather than in-person.

### **What could have worked better?**

*A brief bulleted list is suggested here*

- The email template for communicating with the groups committee members were assigned to work with was helpful; however, at our Annual meeting it was suggested that additional information about the role of ILFSC and the expectations of members would be very helpful for new members coming on board.

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- ILFSC focuses on the processes and procedures of groups updating and/or creating disciplinary documents and, as such, does not generate content. The committee does plan to address adding

language about a commitment to equity, diversity and inclusion in the checklist and/or tips document for groups updating or creating documents (see the Work Plan for additional details).

**What do you wish someone had told you before starting work on this committee?**

*Optional*

**What made this work most rewarding (observations/comments/accolades)?**

I worked with a dedicated group of professionals this past year.

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

A brief, straightforward, descriptive name is preferred.

### Brief Description

A brief description of project.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Briefly describe how activity matches above selection.

### Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)

**Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Leadership Recruitment and Nomination Committee

Charge/Tasks:

Identify and assess a diverse pool of potential candidates, and select nominees for ACRL Vice- President/President-Elect, ACRL representative on the ALA Council (as necessary), and Director-at-Large (as necessary). Report to the Board of Directors annually on composition of the candidate pool. Coordinate ACRL nominations to IFLA section standing committees and recommend the nominations to the ACRL Board for approval.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Jennifer Nutefall
- Incoming Chair (2018–19): Amanda Peters
- Incoming Vice-chair (2018–19):
- Incoming Board Liaison (2018–19): Karen Munro
- Staff Liaison: Megan Griffin

### Submission information

Year-end report written by: Jennifer Nutefall

Work plan submitted by:

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- The committee put together a slate for candidates for ACRL Board of Directors for the 2019 election
- The committee crafted excellent questions for the ACRL Presidential candidates
- The committee reviewed IFLA nominations and made recommendations to the board

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- The committee used Zoom for all of its meetings which was very efficient. Documentation was sent to the committee through ALA connect and reviewed by members prior to each meeting. A clear agenda and timeline was included.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Contacted 3 candidates for VP
- Contacted 10 candidates for DAL
- Contacted 2 candidates for Councilor
- Crafted 5 questions for VP/PE Q&A
- Reviewed nominations for IFLA representation and made recommendations to the board

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- No

### **What worked well?**

*A brief bulleted list is suggested here*

- Using Zoom for meetings

### **What could have worked better?**

*A brief bulleted list is suggested here*

- To improve the work of the committee, we are suggesting improvements to the spreadsheet used to review candidates under consideration for ACRL Board positions.

- One idea is to have different tabs for candidates under consideration for the different positions (so a tab for Director-at-Large, VP, Councilor, etc.).
- A second idea would be to sort by new nomination or self-nomination instead of alphabetically.
- A third idea would be to have chairs communicate with the ACRL who was asked and declined but would be willing to be asked again in future years.

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- The Committee specifically took diversity of candidates into its process when reviewing potential candidates for Board positions. Diversity could be: race, ethnicity, gender, geographic location, and size institution

**What do you wish someone had told you before starting work on this committee?**

*Optional*

- It could be helpful for new members to know if there are any criteria to use when reviewing potential candidates for board positions.

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

- It was great to hear from potential candidates, even those who weren't able to serve, how honored they were to be asked. It was a great opportunity for me, as chair, to connect with those in the profession

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Leadership and Recruitment Nomination Committee

### Brief Description

Our two major responsibilities for the year are to develop a slate of candidates for the ACRL Board of Directors and to solicit and recommend candidates to the ACRL Board for IFLA positions.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☒ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The LNRC will thoughtfully develop a ballot to include a slate of diverse and talented individuals who will support and enhance the work of ACRL.

### Timeline

- ☐ continuous project assigned in charge
- x short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Ask Board to submit candidate recommendations for the 2019 election.	November 2018	LRNC Chair and ACRL Board	
LRNC reviews the candidates and adds to the list.	February 2019	LRNC	
LRNC ranks candidates	March 2019	LRNC	
LRNC chair asks nominees if they are willing and able to be included on the ballot.	April 2019	LRNC Chair	
LRNC reviews candidates for IFLA appointments	June 2019	LRNC	

## **Assessment: How will success be measured?**

*Success will be measured by the election of a diverse and talented group of professionals who can further the goals of ACRL.*



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: **ACRL Liaisons Coordinating Committee**

Charge/Tasks: Oversees and coordinates the ACRL liaison relationship activities across all levels of the association; establishes and manages processes of establishing liaison relationships and provides common guidelines for appointing liaisons to the ACRL units managing liaison relationships; assesses effectiveness of the liaison program and makes recommendations for its improvement; communicates assessment findings with board and future directions for the liaison program.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Michael Courtney
- Incoming Chair (2018–19): Michelle Demeter
- Incoming Vice-chair (2018–19): Susie Skarl
- Incoming Board Liaison (2018–19): Emily Daly
- Staff Liaison: Allison Payne

### Submission information

Year-end report written by: Michael Courtney (with some input from Michelle Demeter)

Work plan submitted by: Michelle Demeter

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

*Throughout the 2017-2018 committee year, the Liaisons Coordinating Committee worked toward:*

- *Developing strategies for future directions of the liaison program*
- *Exploring changes to the structure of the Liaisons component committees*
- *Brainstorming ways to boost attendance of liaisons at meetings*
- *Discussing strategies for future growth of the liaison program*
- *Considering the development of a survey instrument or other measurable method for soliciting liaison feedback that can be implemented on a regular schedule*
- *Discussing the necessary information required to complete an ACRL Liaisons Program Report*

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- *Discussions were held at 2017 Annual, 2018 Midwinter, and 2018 Annual with the chairs from all three component committees.*
- *Encouraged ACRL units to explore liaisons and work with other associations.*
- *Explored future directions in engagement with liaison programs.*
- *Endeavored to deepen advocacy, education, and support for liaison work.*
- *Discussed options for changes to the structure of the Liaisons component committees, such as flattening the overall structure.*
- 

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- *Agreement was made at 2018 Annual, and an Action Plan was developed by the incoming chair for the ACRL Liaisons Coordinating Committee and approved by the other chairs, the ACRL Board Liaison, and the ACRL Staff Liaison to move the requested action forward to the ACRL Board in August/September 2018.*
- *Worked with ACRL units to appoint/reappoint organizational liaisons, offering guidance in generating calls for participation as well as general suggestions for vetting applicants and ensuring appropriate onboarding for new liaisons*
- *Solicited feedback from Liaisons about needs for support and training; determined a greater need to develop a more in-depth survey instrument to gather more data*

- *Considered ways to improve liaison input and attendance at Assembly meetings; discussed a need for more robust training/onboarding documentation.*

### **Are any 2017–18 projects ongoing?**

- *The restructuring/flattening of the three ACRL Liaisons Component Committees will be the major work for 2018-2019.*
- *ACRL Liaisons Program Report (was moved to 2018-2019 due to the need to survey liaisons for additional information)*

### **What worked well?**

*A brief bulleted list is suggested here*

- *As in previous years, committee members were attentive and contributed to ongoing discussions and/or committee work.*
- *The ACRL staff liaison provided all pertinent information regarding committee work, historical background, and general expectations; communication and support were excellent.*

### **What could have worked better?**

*A brief bulleted list is suggested here*

- *As attendance at in-person meetings during ALA MW and ALA Annual has seen a steady decline over the past two or more years, providing more frequent standing committee meetings virtually may allow for greater engagement and productivity.*
- *A need for a more thorough understanding of the Liaisons program as well as the purpose of the Liaisons Coordinating Committee seems to persist among committee members. A more thorough job of onboarding our work to incoming committee members continues to be necessary.*

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*As equity, diversity, and inclusion are fundamental values of ACRL and its members, and diversity is listed as one of ALA's Key Action Areas, the Liaisons Coordinating Committee worked with ACRL units to address all three areas when recruiting and appointing liaisons.*

### **What do you wish someone had told you before starting work on this committee?**

*More about the structure of all the liaison committees and how they work together. I think there is great confusion still about what sort of liaisons are recruited, how they can procure funding, and their obligations when designated as a liaison. Having the appropriate knowledge of the committee's charge, procedures, outreach, engagement, and work of the committee is paramount to success for the LCC.*

**What made this work most rewarding (observations/comments/accolades)?**

*Working with the other committee chairs and working toward finding solutions to make the liaisons committee charge and deliverables clearer. Some of the long-term liaisons are very good and make excellent mentors.*

*Two immediate observations: committee members were active, knowledgeable, and conscientious; the support from ACRL board and staff liaisons was outstanding and it was a privilege to serve in this capacity.*

**Any other comments, recommendations, or suggestions?**

*It might be worth recruiting long-term liaisons to leadership positions within the liaison committees because they have a much more in-depth understanding of their roles and contributions. I am confident they could steer the liaisons committees to new projects and ideas.*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Restructuring/flattening of the three ACRL Liaisons Component Committees

### Brief Description

The Liaisons Coordinating Committee proposed to merge all three component committees into one overarching committee: ACRL External Liaisons Committee. Due to its distinctive function within the committee, Grants would become a working group whose leadership would be determined by the External Liaisons Committee chair.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Flattening the structure of the ACRL Liaisons Component Committees, will allow services and programs to external liaisons to be streamlined and more focused on member engagement and education.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Submit Action Plan to ACRL Board for approval	August 1, 2018	Liaisons Coordinating Committee Chair	ACRL Board/Staff support
Produce an inventory of all activities by all three component committees	December 31, 2018	Liaisons Coordinating, Liaisons Training & Development, Grants Committee Chairs	
Determine new structure of committee and working group and assignment of responsibilities	March 31, 2019	Liaisons Coordinating, Liaisons Training & Development, Grants Committee Chairs	
Communicate changes to liaisons and what impact, if any, there might be on their work or changes in communication lines	April 30, 2019	Liaisons Coordinating, Liaisons Training & Development, Grants Committee Chairs	

## Assessment: How will success be measured?

Success will be measured by the creation of a restructured committee, a new charge will be developed/refined, outcomes and responsibilities will be detailed, and a compendium of information will be passed from former chairs to incoming chairs to ensure a smooth transition. Communications issues should be minimal.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Liaison Grant Committee

Charge/Tasks: The charge of this committee is to request for grant applications, review the applications and announce those liaisons who have been selected for the grant. Assist the liaisons with their cost reimbursements, answer any questions they may have about the application process. In addition, the committee oversees reviewing the criteria for the selection of the candidates and the funding evaluation rubric. The committee will conduct all its business through e-mails and conference call.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Rachel Crowley
- Incoming Chair (2018–19): Farzaneh Razzaghi
- Incoming Vice-chair (2018–19): TBD
- Incoming Board Liaison (2018–19): Emily Daly
- Staff Liaison: Allison Payne

### Submission information

Year-end report written by:

Work plan submitted by: Farzaneh Razzaghi

## 2017-18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017-18 membership year?**

- We revised *Guidelines for Funding Members of the Liaisons Assembly and the Funding Request Template with Sample* (<http://wee.ala.org/acrl/issues/councilofliaisons>)
- We evaluated and granted 11 funding requests. The FY18 Budget was \$30,000. \$15,735 were requested and \$15,285 were reimbursed by nine liaisons.

### **How did you go about getting them done?**

We invited proposal submissions via email. We put them on Connect and evaluated via a WebEx Conference and email. We used the rubric to score the submissions. Liaisons were notified in October via email.

### **What were the relevant results for your projects?**

We asked a few liaisons for clarification but all requests were funded.

### **Are any 2017-18 projects ongoing?**

*No*

### **What worked well?**

We had a wonderful committee.

Everyone was committed to getting the work done and on time. Allison and Emily were responsive to my inquiries.

### **What could have worked better?**

Starting earlier with the process.

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*Optional*

### **What do you wish someone had told you before starting work on this committee?**

*Optional*

### **What made this work most rewarding (observations/comments/accolades)?**

I enjoyed working on the committee. I believe it is very important.

### **Any other comments, recommendations, or suggestions?**

I apologize for not being able to go to the conferences, as my illnesses prevented me from doing so.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Liaison Grant Committee.

### Brief Description

**A brief description of project.** The charge of this committee is to request for grant applications, review the applications and announce those liaisons who have been selected for the grant. Assist the liaisons with their cost reimbursements, answer any questions they may have about the application process. In addition, the committee oversees reviewing the criteria for the selection of the candidates and the funding evaluation rubric. The committee will conduct all its business through e-mails and conference call.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☒ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☒ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☒ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☒ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

- ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

**Briefly describe how activity matches above selection.** By providing liaisons funding to attend non-library affiliated conferences and meetings we will be able to promote and advocate the libraries and the librarians professional value in the society, and for the research. ACRL library liaisons can provide valuable information to other professionals that can enhance their work and possibly research agenda.

## Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Announce the application deadline for applying for the Grant	Deadline to receive the application for the fall is August 15, 2018, and spring 2019 is August 31, 2018	Chair of the liaison Grant committee	May need some technology assistance for online communications or online meetings
Forward the applications to the grant committee members for their review.	By no later than August 20, 2018 for the fall applications	Chair of the liaison Grant committee	none
Schedule a conference (Zoom) call with the committee members to discuss the applications and make the final selection.	Between September 10-20 of 2018	Chair of the liaison Grant committee	Will need assistance for access to technology to conduct the remote meetings
Send a letter of acceptance to all the applicants who have been selected for the grant.	By no later than October 1 <sup>st</sup> , 2018	Chair of the liaison Grant committee	May need assistance from the ACRL Liaison Grant committee

**Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

*The success of the committee will be measured by how on a timely manner the request for the applications are announced, how timely the applications are reviewed by the committee members, and how successfully communications between the chair, committee members and the liaisons made the funding available to all the qualified applicants.*



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: ACRL Membership Committee

Charge/Tasks: To advise ACRL staff on matters related to membership promotion and member recruitment, engagement, and retention.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Rachel M. Minkin
- Incoming Chair (2018–19): Jodie Borgerding
- Incoming Vice-chair (2018–19): Dawn Behrend
- Incoming Board Liaison (2018–19): Jeanne R. Davidson
- Staff Liaison: Mary Jane Petrowski

### Submission information

Year-end report written by: Rachel M. Minkin

Work plan submitted by: Jodie Borgerding

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Getting Involved Webinar
- ALA Annual Conference Buddy Program
- ALA Annual Conference online orientation (ACRL 101 part 1)
- ALA Annual Conference ACRL 101 (ACRL 101 part 2)

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

Small task groups led by different members worked great! They controlled their own check ins which were supplemented by our bi-annual Zoom meetings as a whole committee

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Collected survey results from each
  - Only TWO respondents for the ACRL 101 webinar responded
- Looking at last year's numbers for programs like ALA Annual Conference Buddy Program, we may not have that next year, instead focusing on buddy program for ACRL Conference instead.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

These are all complete for the year but (with the exception of the ALA Annual Buddy program) could be done again next year

### **What worked well?**

*A brief bulleted list is suggested here*

Checking in with leaders of each task group on a regular basis kept me in the loop and allowed me to push information out as needed.

**What could have worked better?**

As a predominately central/ east coast committee, it was difficult to pull in our PST colleagues for meetings, even with EST late afternoon times offered.

Publicity needed for ACRL 101 webinar (two online sessions)

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

Explicitly stating in every webinar and meeting in which we speak with new members that:

Membership in ACRL is for all library staff in academic libraries, including LIS students interested in academic librarianship

Volunteer/ Committee work can be fulfilled without face to face conference attendance, in support of library staff unable to find funding for conference travel

Spent extra time in face to face meeting (ACRL 101 in person) speaking with Community College members and sharing my story as an ACRL member while working at a Community College

**What do you wish someone had told you before starting work on this committee?**

When I first began, I didn't know the difference between divisional level and section level committees. I don't know that I needed to know that BEFORE I started on this committee but once I learned that (as part of being active in this committee), I felt I understood the relationship between ACRL and ALA more clearly.

**What made this work most rewarding (observations/comments/accolades)?**

Excellent committee members. Hard working and dedicated. It was great knowing that I wasn't pulling off a year's worth of work by myself or with just 2 people.

**Any other comments, recommendations, or suggestions?**

Membership committee should be aspirational as to what we want ACRL as a whole to look like. We as a committee need to reach out to colleagues of diverse racial, gender, and sexual orientation backgrounds, our community college colleagues, LIS students interested in ACRL, etc.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Get Involved! Webcast

### Brief Description

Talk new ACRL Members through the process of volunteering for ACRL committees, including benefits of doing so and possible challenges.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

☐ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### Brief sentence connecting your project to the Plan

ACRL Membership Committee strives to promote engagement in order to increase ACRL membership retention. By lowering the bar, we hope to promote more volunteerism and by highlighting possible pitfalls, encourage more selective/ intentional volunteerism.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Set up a Get Involved task group	Late August/ early September	Jodie	
Establish date of web event and coordinate logistics with Elois Sharpe (ACRL).	As soon as task group forms	Get Involved task group	Elois Sharpe
Identify speakers for the web event making sure to include ACRL VP, section rep, IG rep	At first mtg (Oct), possibly earlier	Get Involved task group	
Task force meets virtually to create slides and scripts for webinar, as well as to review the 2017 webcast at URL: <a href="https://www.youtube.com/watch?v=7I1UhGkOmtY">https://www.youtube.com/watch?v=7I1UhGkOmtY</a>	Probably 2 mtgs, once in October, once in November	Get Involved task group	Task group will decide
Publicity: all available channels	To run in conjunction with ACRL call for volunteers publicity (?)	Get Involved task group	Staff liaison to push to ACRL level – social media, etc., committee members to push at local levels
Practice webinar	Late November or early December prior to actual date for mid-December final product	Get involved task group	Hosting assistance by Elois would be great, technology assistance

## **Assessment: How will success be measured?**

End of session online evaluation, most likely. Success will be measured by positive responses to questions assessing comfort and knowledge of volunteering process.

- Does attendee know how to volunteer?
- Does attendee know the benefits of volunteering?
- Does attendee understand how to fill out form for best volunteer fit?
- Increase number of attendees for the live webcast
- Increase number of views for webcast recording on YouTube

- Increase awareness of ACRL volunteer and engagement opportunities among community college librarians

## ***Activity/ProjectName***

ACRL 101

## ***BriefDescription***

A live webcast and in-person session hosted at ALA Annual providing overview of ACRL leadership, sections, benefits of membership

## ***Goal Area***

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ **Value of Academic Libraries**

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

### ☐ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

*Brief sentence connecting your project to the Plan*

Promotional, encourages new ACRL Members to match up their interests with the wide variety of opportunities ACRL provides: sections, interest groups, etc.

## ***Timeline***

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with*

questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

***Outline the steps and intermediate deadlines planned to complete the project.***

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Set up ACRL 101 task group	As early as possible	Jodie	
Establish date of web event and coordinate logistics with Elois Sharpe (ACRL).	As soon as task group forms	ACRL 101 task group	Elois Sharpe
Identify/ contact ACRL leadership to speak at webcast and in-person sessions	As early as possible	ACRL 101 task group members to craft message, reach out if comfortable	
Work with the ACRL Section Membership Committee to invite sections, IGs, chapters to send representatives	Early/Late Spring	ACRL 101 task group members	ACRL Staff Liaison to confirm and coordinate the shipping of banners to the conference site for the in-person session.
Revise ACRL 101 materials or recreate new content	Possibly 2 meetings, March and April	ACRL 101 task group	
Publicity: all available channels	April – date of webcast	ACRL 101 task group	Staff liaison to push to ACRL level – social media, etc., committee members to push at local levels
Practice webinar	Late May/early June	ACRL 101 task group	Hosting assistance by Elois would be great, technology assistance

***Assessment: How will success be measured?***

Number of attendees as well as an assessment given to each participant (either online or in-person, to be determined) or other methods as determined by the task group.

***Activity/Project Name***

ACRL Buddy Program at ACRL 2019 Conference

***Brief Description***

Provide new ACRL Members/ new ACRL conference attendees with a seasoned conference attendee contact

***Goal Area***

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

☐ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

*Brief sentence connecting your project to the Plan*

In order to keep new ACRL Members/ ACRL conference attendees feel welcome/ comfortable and therefore engaged.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Set up Buddy task group	November	Jodie	
Publicity	February	Buddy task group members	Staff liaison to push to ACRL level – social media, etc., committee members to push at local levels
Call for seasoned conference attendees	End February (?)	Buddy task group members	Staff liaison to push to ACRL level – social media, etc., committee members to push at local levels
Open up requests for conference buddies	Beginning March (?)	Buddy task group members	Staff liaison to push to ACRL level – social media, etc., committee members to push at local levels

## Assessment: How will success be measured?

*Anecdotal from participants on either side. An assessment of what worked best for both parties and information gathering on how often they were in contact, by what means, etc.*

## ***Activity/Project Name***

### ***Academic Library Positions: What You Need to Know About the Hiring Process***

#### ***Brief Description***

An archive-able webcast which would introduce LIS students and recent graduates to the hiring process in higher education and academic libraries. Possible topics discussed during the webcast include the typical academic job search process, how search committees work, and how to interpret job ads.

#### ***Goal Area***

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

##### ☐ **Value of Academic Libraries**

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

##### ☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

##### ☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

##### ☐ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

##### ☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

*Brief sentence connecting your project to the Plan*

Supports ACRL's initiative to increase membership among LIS students.

#### ***Timeline***

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☒ multi-year project continuing past this membership year (expected completion date: Spring 2019)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

***Outline the steps and intermediate deadlines planned to complete the project.***

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Assemble “Academic Librarian Positions” Webcast Taskforce	As soon as possible	Jodie	
Establish date of web events and coordinate logistics with Elois Sharpe (ACRL).	As soon as task group forms	“Academic Librarian Positions” Webcast Series Taskforce	Elois Sharpe
Reach out to the conveners of the ACRL Personnel Administrators & Staff Development Discussion Group for advice in developing the talking points.	As soon as task group forms		
Identify speakers for the web events	End of August	“Academic Librarian Positions” Webcast Series Taskforce	
Task force meets virtually to create slides and scripts for webinar	September	“Academic Librarian Positions” Webcast Series Taskforce	Task group will decide
Publicity: all available channels	September into October	“Academic Librarian Positions” Webcast Series Taskforce	Staff liaison to push to ACRL level – social media, etc., committee members to push at local levels
Practice webinar	Middle October	“Academic Librarian Positions” Webcast Series Taskforce	Hosting assistance by Elois would be great, technology assistance

***Assessment: How will success be measured?***

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

A prompt connected to/ with video to prompt viewers to take an online assessment checking either for qualitative “Do you feel more knowledgeable about...” sorts of questions or could check for fact retention.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: New Roles & Changing Landscapes

Charge/Tasks: To oversee and implement ACRL's New Roles and Changing Landscapes goal, as described in the strategic plan; work with the ACRL Board and other ACRL units in creating a comprehensive effort including coalition building, professional development, publications, research, advocacy, diversity, and consultation services and in developing the ACRL New Roles and Changing Landscapes Initiative; and monitor and assess the effectiveness of this initiative.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017-18): Mark Emmons
- Incoming Chair (2018-19): Anne Grant
- Incoming Vice-Chair (2019-20): Jolie Graybill
- Incoming Board Liaison (2017-18): Jeanne Davidson
- Staff Liaison: Erin Nevius

### Submission information

Year-end report written by: Mark Emmons

Work plan submitted by: Anne Grant

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2016–17 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- OER Constellation
- Change Course
- Collaboration and Partnerships

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- We held productive whole committee virtual meetings monthly.
- We assigned each member of the committee to one of three teams, representing our three projects.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- The OER Constellation team collaborated with SPARC to develop an ACRL Roadshow adapted from the SPARC OER curriculum and began conversations with the Open Textbook Network to modify the curriculum. The team submitted a proposal for an ACRL preconference.
- The Change Course team developed a curriculum for the course teams at academic libraries can use to foster change at their own institutions. The team will complete the curriculum by the end of July 2018, at which point it will be made available to ACRL so that we can hire an instructional designer.
- The Collaboration and Partnership team is working with ACRL staff to draft a LibGuide and prepare an ACRL Presents webinar that will serve as a marketing tool to launch the collaborative branded document that will be crowdsourced by ACRL members and that will be “published” periodically.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- The OER Constellation team will complete the curriculum and submit it to ACRL.
- The Change Course team members have all renewed their membership in the committee so that they might serve as subject matter experts for the instructional designer.
- The Collaboration and Partnership team will finalize the plan and lead the crowdsourcing effort.

### **What worked well?**

*A brief bulleted list is suggested here*

- The committee works well as a whole.
- Every member was an active contributor.

**What could have worked better?**

*A brief bulleted list is suggested here*

- I could have held the teams more accountable for timeliness.

**What do you wish someone had told you before starting work on this committee?**

*Optional*

- I had prior experience on goal level committees before.
- Our structure of serving as a vice chair before serving as a chair served me well.

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

The committee is doing work that will make a difference in the lives of librarians, even though the gratification is delayed since we are still a very new committee just completing our second year in existence.

**Any other comments, recommendations, or suggestions?**

*Optional*

The committee is in good hands with Anne Grant and Jolie Graybill lined up as our next two leaders.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measurable, Attainable, Realistic, and Timely or SMART**).

Please note that the work plan was developed individually by 2017/2018 chair Mark Emmons based on conversations and documents. The two work teams will be formed in July and will likely make changes and tune ups to the specifics of each work plan.

### Activity/Project Name #1

#### *OER Constellation*

#### Brief Description

NRCL will finalize the development of a constellation of support mechanisms for librarians responsible for Open Education Resources, consisting of: (1) communities of practice, (2) list of proficiencies, (3) professional development opportunities and (4) toolkit of skills and approaches for successful programs and partnerships. NRCL has (1) worked with other organizations that are involved with OER such as SPARC and OTN and (2) has developed a list of basic proficiencies. This year NRCL will (1) identify potential communities of practice, (2) develop a webinar and identify librarians who can provide the webinar training and (3) identify elements of the toolkit and work with the community of practice to assure its use and usefulness. NRCL will work with ACRL staff to market and publicize the OER constellation. In addition, NRCL will prioritize the next role for which to create constellations and identify communities of practice so that new committee members with appropriate experience may be named. Work will be completed on the OER constellation by June 30, 2019.

#### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

##### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

##### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

##### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.

- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.
- ☐ **New Roles and Changing Landscapes**
- ☒ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### Brief sentence connecting your project to the Plan

The OER Constellation will deepen ACRL's advocacy and support for librarians with OER librarians and will identify one new area to develop a constellation of support. These will be the first steps in a larger constellation project that will deepen ACRL's advocacy and support for a full range of information professionals in a variety of new roles.

### Timeline

- ☒ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Identify communities of practice	September 1, 2018	NRCL OER team	
Develop webinar content based on syllabus drafted for Roadshow and identify librarians to provide webinar training	November 1, 2018	NRCL OER team	Staff support to set up webinar.
Schedule, publicize and deliver webinar	Spring 2019	NCRL OER Team	
Develop toolkit with community of practice	June 30, 2019	NRCL OER team	Staff support to publicize proficiencies.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
NRCL will prioritize the next role for which to create constellations and identify communities of practice so that new committee members with appropriate experience may be named	June 30, 2019	NRCL Committee	
Survey for measuring regard for components of OER.	January, 31 2019	NRCL OER Team	Electronic means to distribute surveys and collect results

### Assessment: How will success be measured?

The OER Constellations will be successful if (1) they are completed, (2) they are used, and (3) they are well regarded. Completion will be assessed by making sure all four parts are finished by June 30, 2019. Use will be measured by web metrics – the first year will set a baseline with a goal of increasing use each year. How well they are regarded will be measured by a survey of each component administered during the first year of availability.

### Activity/Project Name #2 *Change & Innovation Course*

#### Brief Description

NRCL has developed the curriculum for a self-directed, self-paced, online course on facilitating and leading library innovation that would be taken by teams of library employees. NRCL has identified an instructional designer to design and implement the course. NRCL will work with ACRL staff to ensure that the course offered a facilitated version of the course, using either ACRL Consulting Services or a library leader from another institution. Work will be completed by Spring 2019.

#### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.

- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☒ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☒ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

#### ☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### **Brief sentence connecting your project to the Plan**

The Change & Innovation Course will equip library workforce at all levels to effectively lead, manage, and embrace change on their campuses by providing the education and tools they need.

### **Timeline**

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☒ multi-year project continuing past this membership year (expected completion date: Fall 2018)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### **Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Identify an instructional designer to implement the course.	August 31, 2018.	NRCL Change Course team as SME to instructional designer	Financial support to hire course designer. Staff support to publicize course.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Assessment will be designed to determine if the course prompted change and/or innovation.	September 29, 2018	NRCL Change Course Team	Means to electronically administer and collect results.
Testing and assessment of the designed course.	December 2018	NRCL Change Course Team	
Course to be offered.	Spring 2019	NRCL Change Course Team	

### Assessment: How will success be measured?

The Change & Innovation Course will be successful if (1) the course is completed by the instructional designer, (2) institutional change teams take the course, and (3) the course promotes change and innovation at individual institutions. Completion and design will be successful if finished by October 31, 2018. Use will be measured by numbers of institutions that take the course – the first year will set a baseline with a goal of increasing use each year. The instructional designer will embed assessment measures on both the course itself with a built in follow up evaluating if the course promoted change and innovation.

### Activity/Project Name #3

#### ***Collaborations & Partnerships Publication***

#### **Brief Description**

The Collaborations & Partnerships Publication team will work to develop an ACRL LibGuide that addresses and summarized New Roles and Changing Landscapes for the library community. This guide would be a place to link the Change Course and the Constellation projects so that they might be easily accessed by the ACRL community. This team also anticipates working on an ACRL webinar that will discuss how campus partnerships can enhance library services. This webinar will be an opportunity for a facilitated conversation about how academic libraries across the country are successfully (or not so successfully) partnering with other campus constituents. Both of these projects will hopefully lead to the opportunity to create an article that will share these ideas with the larger ACRL community.

#### **Goal Area**

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ **Value of Academic Libraries**

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.

- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☒ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☒ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

#### ☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### **Brief sentence connecting your project to the Plan**

The Collaborations & Partnerships Publication team is creating a LibGuide to be an entry point for ACRL members and academic librarians to access all the work of the New Roles and Changing Landscapes Committee, where they can find tools they need to establish partnerships across campus and lead and manage change.

### **Timeline**

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☒ multi-year project continuing past this membership year (expected completion date: Fall 2018)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### **Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Develop ACRL LibGuide	January 31, 2019	Collaboration Team	LibGuide support from ACRL staff
Plan and launch webinar about partnerships	Spring 2019	Collaboration Team	Support for webinar launch from ACRL staff

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Develop a survey to assess the impact of the webinar on familiarity with partnership practices in the academic library	Spring 2019	Collaboration Team	Support for launch and reporting of data from the survey
Plan for collaborative publication	Plan to be completed by June 30, 2019	Collaboration Team	

### Assessment: How will success be measured?

Impact of the ACRL LibGuide created by the team will be evaluated by web traffic statistics from SpringShare. The webinar will be evaluated for impact on participant familiarity with partnership practices by a survey that will be distributed after the event. The plan for the collaborative article will be evaluated by the NRCL committee as a whole to determine next steps.

### Activity/Project Name #4

Diversity Pipe Line

### Brief Description

We have begun exploring changing demographics and social justice as part of the changing landscape with attention to how these relate to equity, diversity, and inclusion. Our next steps are to look at practical concrete approaches to the ideas that have emerged. One idea for such an approach might be a pipe line that encourages undergraduates and even graduate students and library staff to explore opportunities in librarianship. We recommend that we, along with the other goal committees, have a representative on the EDI team to enable communication.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☒ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.

- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

**☐ Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

**☒ New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☒ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

**☒ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

**☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)**

**Brief sentence connecting your project to the Plan**

In the committee's exploration of ways to use new roles and changing landscapes in libraries to encourage participation from a broader range of individuals, we will relate not only to our own committee goal areas, but also the VAL diversity goal.

**Timeline**

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Explore the idea of the pipe line and develop concrete ways to implement such a project	September 28, 2018	Diversity team (newly formed)	

**Assessment: How will success be measured?**

Committee chair and vice chair will bring ideas about the diversity pipe line to the SPOS meeting in October for discussion by the board.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Publications Coordinating Committee

Charge/Tasks: To recommend to the ACRL Board the appointment of editors of ACRL journals and publications for which there are no paid staff; to approve the appointment of editorial board members on the recommendation of the respective editors; to advise the ACRL Board and Budget and Finance committee on matters relating to ACRL publications; to promote writing and effective research methods to librarians; to gather stakeholder input regarding new publishing directions for the purposes of recommending specific actions or for the purposes of advising the ACRL Board; to encourage the recruitment of new authors and to bring them into the ACRL publishing pipeline by referring them to the appropriate editor; and to promote author submission of proposals and manuscripts across the full range of ACRL publications.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Erin L. Ellis
- Incoming Chair (2018–19): Cass Kvenild
- Incoming Vice-chair (2018–19): Kristen Totleben
- Incoming Board Liaison (2018–19): Cheryl Middleton
- Staff Liaison: David Free/Erin Nevius

### Submission information

Year-end report written by: Erin Ellis

Work plan submitted by: Cass Kvenild

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

- Submitted a proposal for 2018 ALA annual conference. Proposal was accepted – topic: promoting writing and publishing in ACRL publications
- Developed and finalized program details for 2018 ALA conference
- Investigate possibility of adding optional components to the ACRL Volunteer Form – to gather information that will help diversify editorial boards
- Monitor and support the development of the Publications in Librarianship (PIL) open review plan
- Determine venue for a pre-slate or pre-vote meeting for editors – to better facilitate discussion of candidates

### **How did you go about getting them done?**

- Vice-chair, Cass Kvenild, handled proposal preparation, planning and organization for the panel session that included ACRL publication editors and authors. With support from committee member, Kristen Totleben, the panel session went off without a hitch.
- Chair, Erin Ellis, reached out to ACRL staff member, Allison Payne to see what the possibilities were to discuss adding optional components to the volunteer form. Allison indicated two things: that it was likely too late to make changes for the upcoming year and that ACRL was working on developing an agenda for diversity, equity, and inclusion, but wasn't quite ready to initiate any projects related to this. Essentially, the timing wasn't quite right on two fronts.
- PIL didn't require any support for the development of their open review plan. Erin Nevius kept us in the loop on progress.
- At the midwinter virtual meeting, chair, Erin Ellis, solicited ideas on how to better facilitate discussion prior to slate and vote. Vice-chair, Cass Kvenild, gathered information from other ALA divisions to see if we could get insights into how other board selection processes work.

### **What were the relevant results for your projects?**

The panel session at ALA Annual was a huge success. The audience of nearly 160 were highly engaged and asked several questions.

After further discussion of the volunteer form, the committee decided to continue to pursue this with Allison Payne, but wanted to see if there was a way to solicit information that was more about how an individual volunteer engages with DEI rather than ask information about demographics.

The development of a process for open peer review at PIL is still progressing. They have identified a WordPress plug in and working on a code of conduct for reviewers. This will be an opt-in option.

Ultimately, no better way was determined for pre-vote/pre-slate discussion. Other divisions in ALA do not appear to have better processes that we could borrow from and we did not generate any ideas on how to really improve our own. The committee will continue to discuss this next year, as new members have commented on how difficult it is to understand why and how this part of the committee's activity works.

**Are any 2017–18 projects ongoing?**

- Committee will continue to explore how to diversify editorial boards, possibly via the volunteer form.
- Committee will continue to explore how to engage in discussion prior to editorial board slate preparation and votes.

**What worked well?**

The chair and vice-chair worked very well together. Erin Ellis made a job change in the midst of board elections and Cass Kvenild stepped in to handle that fantastically. There was good communication between the two of them throughout the year.

**What could have worked better?**

There is great variance in how board chairs engage with PCC. It can be difficult to know when or how PCC can help with anything. We also learned that new members to PCC find it very challenging to understand the role and purpose of PCC. Orientation is a bit of an issue.

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

The committee is really interested in identifying ways to diversity the boards. We'll look to ACRL for some support and/or guidance as the DEI work begins in earnest.

**What do you wish someone had told you before starting work on this committee?**

Sometimes this committee feels like an octopus – lots of boards off doing their own things. It can be difficult to see how PCC fits aside from gathering the chairs twice a year and managing the board votes.

**What made this work most rewarding (observations/comments/accolades)?**

As with any committee, having one or two truly engaged members makes things more enjoyable and rewarding. Cass and Kristen were those two this year. Cass will make an excellent chair and it's good to know that the committee will be in good hands.

**Any other comments, recommendations, or suggestions?**

It may be time to consider PCC's charge. There isn't much 'meat' to the appointments and recommendations process. And, in my two years on this committee, I am unaware of any interaction with the ACRL Board and Budget and Finance committee to advise on matters relating to ACRL publications.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

This work plan outlines several ongoing projects related to the ACRL Publications charge and aligned with ACRL member needs.

### Brief Description

- Continue to explore opportunity to increase diversity on editorial boards
- Continue to support development of open peer review at PIL
- Improve orientation for new board members
- Promote writing and publishing in ACRL publications

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The projects and work of this committee enhance ACRL Publications and explores new areas of the publication process that supports members.

## Timeline

- ☒ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Submit 2019 ALA annual conference proposal that addresses areas of interest to members related to publishing	August	Vice Chair and other collaborators	
Investigate possibility of adding optional components to the ACRL Volunteer Form – to gather information that will help diversify editorial boards (ongoing)	December	Chair	Input from ACRL staff and the diversity, equity and inclusion initiative
Monitor and support the development of the Publications in Librarianship (PIL) open review plan (ongoing)		Chair, PIL editor, PIL board chair	
Determine ways to improve orientation and onboarding of new PCC board members	December	PCC/ Chair	

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Develop and finalize program details for 2019 ALA conference	February/ March	Vice-chair, panelists, and other collaborators	

### **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

We will consider our work to be a success when:

- We identify an option that helps editors diversify membership on their boards.
- We offer appropriate ongoing support to PIL as they continue their open peer review pilot.
- We develop and submit a successful conference proposal.
- We offer a better outline of orientation and onboarding procedures for new PCC board members.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Academic Library Trends and Statistics Survey Editorial Board

Charge/Tasks:

The ACRL Academic Library Trends and Statistics Survey Editorial Board has oversight responsibility for ACRL's annual Academic Library Trends and Statistics Survey including the development of an annual questionnaire on current trends or issues. The Editorial Board also develops materials publicizing and encouraging participation by academic libraries in the annual ACRL survey; represents ACRL on the ANSI-NISO Z39.7 standing committee; and submits appointment recommendations to the ACRL Publications Coordinating Committee for approval.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Ted Mulvey
- Incoming Chair (2018–19): Georgie Donovan
- Incoming Vice-chair (2018–19): Adrian Ho
- Incoming Board Liaison (2018–19): Cheryl A. Middleton
- Staff Liaison: Mary Jane Petrowski

### Submission information

Year-end report written by: Ted Mulvey

Work plan submitted by: Georgie Donovan

## 2017-18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017-18 membership year?**

- Development of Trends questions for the 2018 ACRL Annual Survey.
  - Trends category related to assessment of student retention/graduation outcomes was decided upon via conference call in the spring.
  - Questions were developed between Midwinter and Annual, with revisions for the upcoming survey to be completed by July in time for publication.
- Increase response rate for ACRL Annual Survey.
  - Members individually contacted institutions in their home state/consortia and/or actively worked to get updated contact information. Response rate increased to the highest the Survey has seen in approximately 20 years.
- 2018 Annual Survey and Instructions: identified possible changes based on feedback.
  - Georgie Donovan and Counting Opinions both worked separately to look at possible changes based on feedback: a list was developed to consider for next year.

### **How did you go about getting them done?**

In all cases, subcommittees were formed made up of various members of the Editorial Board. Work progressed throughout the year, with check-ins via email, conference call, and Annual.

### **What were the relevant results for your projects?**

- A Trends category was decided upon with questions drafted and to be published in next year's survey.
- The Editorial Board was able to significantly improve the response rate for the Annual Survey.
- Possible changes to the Survey were identified based on feedback from Question 100.

### **Are any 2017-18 projects ongoing?**

- Develop an executive summary of FY17 Trends faculty status survey data.
  - With the data now available from Counting Opinions, members (or perhaps a visiting officer) need to work with said data to compare to the previous faculty status data.
- Work with Counting Opinions to develop data visualization of past Survey Responses.
  - Members of this subcommittee have formed and have met to begin data visualization.

### **What worked well?**

Members meeting virtually via email accomplished much of the work to be done. Also, having a virtual attendance option for members unable to attend in-person meetings has proved invaluable.

**What could have worked better?**

N/A

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

This committee strives for a balanced roster that reflects equity/diversity/inclusion both in terms of institution type (important for a survey which strives to capture all types of academic libraries) and members.

**What do you wish someone had told you before starting work on this committee?**

N/A

**What made this work most rewarding (observations/comments/accolades)?**

This is a wonderful (and important) committee to take part in. The members are very dedicated to bettering academic libraries.

**Any other comments, recommendations, or suggestions?**

N/A

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Activity #1) Revise and disseminate the ACRL Academic Libraries Trends & Statistics Survey. Prepare new trends questions for FY2019 survey.

### Brief Description

We plan to read the text comments and suggestions for improvement and revision submitted to Counting Opinions, through direct emails to committee members and ACRL staff, and described in listserv conversation in order to make helpful revisions to the survey and in continued alignment with the IPEDS survey. We also will submit revised questions for the Trends survey based on the subject of library support for student success initiatives on campus.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Having excellent data about academic libraries in the U.S. can help librarians and staff advocate for libraries, assess their own value and work, benchmark against peer and regional institutions, and understand the areas where they are spending the most human and financial resources.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Compile list of suggestions	August	Chair	n/a
Evaluate suggestions	August	Chair & Committee	n/a
Make edits and approve new draft of survey	By September 5	Chair & Committee	n/a
Submit edits to Counting Opinions	By September 10	Chair & Committee	n/a

## Assessment: How will success be measured?

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

We will review text comments on the survey next year to see if issues have been resolved and which issues linger.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Activity #2) Publicize aggregated metrics with data visualizations, presentations, or other projects that distribute more information about the value of the survey to show the impact of academic libraries on the U.S.

### Brief Description

We plan to prepare a proposal for the University of Michigan iSchool students to analyze the aggregated statistics; make a presentation at the ALA Midwinter Conference; and consider other options to publicize the results of the most recent survey year.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Having excellent data about academic libraries in the U.S. can help librarians and staff advocate for libraries, assess their own value and work, benchmark against peer and regional institutions, and understand the areas where they are spending the most human and financial resources.

## Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Submit project idea to UM	July	ACRL Liaison & committee	n/a
Prepare and deliver presentation at ALA Midwinter	January 2019	Ho, Savage, Hoffman	ACRL staff support
Consider blog entries, articles, or other vehicles	At every group meeting	Chair & Committee	n/a

## Assessment: How will success be measured?

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

We can review how many were in attendance at presentation/s and positive feedback about efforts to publicize survey results.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Activity #3) Increase survey participation.

### Brief Description

We plan to increase participation from U.S. academic libraries by trying several different communication strategies about the survey including checking email addresses, writing individual libraries, investigating rewards for participating, and updating a LibGuide with survey information.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Having excellent data about academic libraries in the U.S. can help librarians and staff advocate for libraries, assess their own value and work, benchmark against peer and regional institutions, and understand the areas where they are spending the most human and financial resources.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Revise the survey LibGuide	September	ACRL committee members	LibGuides subscription
Research contact info for small / for-profit libraries	August	All committee members	n/a
Review numbers near deadline and write individual emails to library directors	February	Chair & Committee	n/a

## Assessment: How will success be measured?

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

We will calculate our participation rate by Carnegie class and analyze the participation against past years.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: *College & Research Libraries* Editorial Board

Charge/Tasks: The editorial board serves in an advisory capacity to the editor on the contents of the journal issues, and board members form the core of referees, reviewing manuscripts submitted for possible publication.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Wendi Arant Kaspar (Editor)
- Incoming Board Liaison (2018–19):
- Staff Liaison: David Free

### Submission information

Year-end report written by: Wendi Arant Kaspar

Work plan submitted by: Wendi Arant Kaspar

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Published 6 regular issues of the journal, College & Research Libraries
- Final publication of a libGuide for authors and reviewers
- Migration of submission management system to OJS (consistent with publication system), incorporating additional functionality and models in the journal through implementation of features in OJS.
- Creation of submission template for authors
- Assessed reviewer performance, removing some and adding others to address gaps in expertise.
- Completion of developmental review pilot, culminating in OPR article (by Hare & Evanson) and a collaborative editorial with authors and reviewers (Ford & Budd) to be published in September issue

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Followed established procedures for peer review of manuscripts and production of individual issues
- Collaborated with PCC to identify candidates and recommend editorial board appointments
- Collaborated with ACRL staff to migrate editorial system

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Received 214 in 2018 (as of June 1); accepted 59. Acceptance rate is 26%.
- Received 161 manuscripts in 2016 and 66 in 2017; accepted 40 and 1, respectively (as compared with 152 submitted in 2015; 45 accepted).
- Impact factor for 2017 is 1.626; in 2017 was 1.515.
- The reporting of article submission stats changed with the new system; it appears that they have increased but the exact measures need to be reconciled.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- Preparation of upcoming issues of the journal is ongoing
- Preparation of C&RL Spotlight column is ongoing
- Social media activities are ongoing

- Development of short videos addressing best practices and tips for authorship, editorial and publication process

## **What worked well?**

*A brief bulleted list is suggested here*

Working with ACRL staff, specifically Dawn, David and Tim, is a pleasure. They have a lot of patience for new ideas and they are tolerant of my other commitments, which sometimes impact my ability to be attentive to the journal.

- Dawn Mueller has ever been a source of knowledge and continuity. She took on the collation of preprints when the assistant to the editor retired, lending some consistency but also resulting in an increased load. She has been responsive to authors even when they wanted changes to the preprint or multiple changes to the article. She has been supportive of the editor's efforts to try new things - topical issues, different editorial formats, etc. Honestly, her expertise and efforts are highly valued – and we couldn't field the journal without her!
- Tim Clifford was especially helpful in the migration of the submission management part of the journal from Aries to OJS. He consulted with the PKP experts and offered advice about configurations as well as troubleshooting the batch upload of reviewer accounts.
- David Free is a great sounding board and supporter. His institutional memory, pragmatism and finger on the pulse of ACRL and ALA priorities has informed the direction of C&RL. He is candid in his feedback (which is a gift!) and willing to explore new roads while giving the editor space to lead.

## **What could have worked better?**

*A brief bulleted list is suggested here*

I need to improve communicating with ACRL staff a little more quickly and getting their feedback on potential changes.

## **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

This past year, the journal has been very attentive to these values which is modeled in the editorials and spotlights. The journal is somewhat at the mercy of what gets submitted for its content – but there have been a number of articles reviewed and accepted that broaden scholarship and practice. Examples of articles published or accepted on topics that are more inclusive or address traditionally marginalized groups are:

- Autism and the Academic Library: A Study of Online Communication
- Information Code-Switching: A Study of Language Preferences in Academic Libraries
- Salary Negotiation Patterns between Women and Men in Academic Libraries
- Eighteen Blind Library Users' Experiences with Library Websites and Search Tools in U.S. Academic Libraries: A Qualitative Study
- Systemic Workplace Barriers for Academic Librarians with Disabilities

- Lived Experience of Academic Librarians of Color
- Information Privilege Outreach for Undergraduate Students

The journal has not taken on any new editorial board members, but the Board recognizes the need to model our professional values – not just representative of the current membership or of the profession more broadly, but to model what we aspire to be, to advocate for a more open and engaging community and to make sure that all voices have an opportunity to be heard.

**What do you wish someone had told you before starting work on this committee?**

*Optional*

Honestly, most of the editorial role I was familiar with but the role of Chair of the Board with its attendant paperwork, planning and reporting out has been an added bureaucratic layer that I was not anticipating.

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

Working with library professionals and educators who have their own expertise and are committed to the work of the journal in terms of breaking down traditional barriers about what quality scholarship and best practice are and developing new researchers and practitioners while maintain a professional and rigorous standard.

The ACRL staff and the Editorial Board are not afraid to innovate the journal and they are supportive of course corrections and unforeseen situations. This kind of environment is required if the journal is to move forward and keep pace (or anticipate!) the changes in the profession and in higher education.

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

College & Research Libraries journal operations

### Brief Description

The continued review, editing and publishing of article submissions on academic libraries

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Evolution of the journal to keep pace with changing expectations and technology while maintain rigorous standards.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Investigate development review policy for C&RL	January 2019	Kaspar, Free	
Implementation of paper submission template and shift away from issue based format	May 2019	Kaspar, Mueller, Free	
Enhancement of author & reviewer help in LibGuides with addition of multimedia elements	February 2019	Kaspar (with input from Editorial Board)	
Investigation of article based publishing model for C&RL	June 2019	Kasper, Free (with input from Editorial Board)	
Investigate move away from preprints to 6 month window from acceptance to publication	April 2019	Kaspar, Mueller, Free	

## **Assessment: How will success be measured?**

The efforts be assessed based on progress toward completion or resolution toward a decision.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

**Committee Name:** *College and Research Libraries News* Editorial Board

**Charge/Tasks:** The editorial board serves in an advisory capacity to the editor on all policy matters concerning editorial content or format.

Tasks:

- To react to ideas for development of C&RL News that have been proposed by the editor.
- To suggest ways in which C&RL News might be improved in format or content.
- To provide the editor with information regarding trends in the field that might affect future directions or content of C&RL News.
- To suggest new editorial features, either regular or irregular, for consideration by the editor.
- To assist the editor in developing editorial policies

### Committee leadership

- **Current Chair (2017–19):** Amanda Dinscore
- **Incoming Chair (2018–19):** N/A
- **Incoming Vice-chair (2018–19):** N/A
- **Incoming Board Liaison (2018–19):** Cheryl A. Middleton
- **Staff Liaison:** David Free

### Submission information

**Year-end report written by:** Amanda Dinscore

**Work plan submitted by:** Amanda Dinscore

## 2017-18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017-18 membership year?**

- Readership Survey – The committee worked with David Free to develop a survey of C&RL News readers to learn more about perceived value of publication content. The committee distributed the survey in June 2018 and plans to keep it open until mid-August 2018.
- Ongoing feedback on C&RL News content, covers, and format. Provide suggestions/ comments to editor on content and format. Respond to development suggestions from editor.

### **How did you go about getting them done?**

- Readership Survey – developed by a subgroup of committee members who reviewed questions, worked with the editor to develop the survey instrument, piloted the survey at their institutions, and provided input on survey distribution and promotion.
- Ongoing feedback on C&RL News content, covers, and format is provided via virtual meetings, ALA Connect, or email in response to the Editor's Report provided at Midwinter and Annual meetings.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Readership Survey – finalized and distributed the survey in June 2018; the editor will share survey results (e.g., number of responses, feedback provided by respondents) when the survey closes in mid-August, 2018.
- The committee provided feedback to the editor on an ongoing basis with the goal of ensuring that the content and format of C&RL News continues to be useful, relevant, and of high quality. The Editor's Reports, provided regularly by David Free, show measurable success indicators, including: online usages statistics, print subscription numbers, advertising revenue, and data on the number and quality of the manuscripts being submitted.

### **Are any 2017-18 projects ongoing?**

*A brief bulleted list is suggested here*

- The Readership Survey is currently open. Committee members plan to continue to promote the survey in July/August 2018 and then review survey feedback and consider possible next steps (e.g., user interviews, focus groups, recommendations for improvement/change) after the survey closes in mid-August.
- The committee will continue to provide feedback and ideas for content to the editor.

### **What worked well?**

- Excellent leadership and communication from C&RL News Editor-in-Chief, David Free.
- The two-person sub-committee tasked with reviewing survey questions and helping to finalize and distribute the readership survey was effective in accomplishing their charge.
- Virtual meetings and communication via ALA Connect.

### **What could have worked better?**

*N/A*

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- By soliciting and including articles that support a variety of different viewpoints within the profession.
- By developing a Readership Survey with the goal of learning more about the type of content readers would like to see.

### **What do you wish someone had told you before starting work on this committee?**

*N/A*

### **What made this work most rewarding (observations/comments/accolades)?**

David Free, Editor-in-Chief, is proactive about keeping the editorial board informed about all aspects of the publication and provides excellent leadership in ensuring that it continues to be a relevant and engaging source of information for the profession.

### **Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Readership Survey

### Brief Description

Survey of *C&RL News* readers to learn more about the perceived value of publication content.

### Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ X Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Briefly describe how activity matches above selection.

*C&RL News* is the trade publication serving as a communication mechanism for pursuing all aspects of the Plan for Excellence, as well as enabling the ongoing activities of the association.

### Timeline

- ☐ continuous project assigned in charge
- ☒ X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed
Continue publicizing the Readership Survey	August 15, 2018	Survey subgroup, editor-in-chief, chair	None
Share the results of the survey with the rest of the board & determine next steps.	December 31, 2018	Survey subgroup, editor-in-chief, chair	None

### Assessment: How will success be measured?

Success will be measured by the number of survey participants and the quality of the data we gather. The end goal is to make the publication as useful and relevant to academic librarians as possible.

### Activity/Project Name

Increased social media presence and promotion of content

### Brief Description

Work with the social media editor for *College and Research Libraries* journal to use existing ACRL channels to promote *C&RL News* content.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.

- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.
- ☐ **New Roles and Changing Landscapes**
  - ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
  - ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
  - ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☒ **X Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### **Brief sentence connecting your project to the Plan**

Briefly describe how activity matches above selection.

By promoting more *C&RL News* content via social media channels, the committee believes it can further the goals of the Plan for Excellence by facilitating the sharing of new research and ideas.

### **Timeline**

- ☐ continuous project assigned in charge
- ☒ **X** short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### **Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed
Designate a board liaison who will work with the editor-in-chief to reach out to the <i>C&amp;RL</i> social media editor; develop a plan for sharing and promoting content.	December 31, 2018	Editor-in-chief, board liaison, chair	None

### **Assessment: How will success be measured?**

Establishing a manageable plan for promoting content, as well as the amount of content shared via social media in the coming months, will serve as the measures of our success in this effort.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Publications in Librarianship Editorial Board

Charge/Tasks: To encourage research, writing, and nonprint media production writing that may be appropriate for the ACRL publications in librarianship series; to solicit topics and, without guarantee of publication, to suggest them to appropriate authors; to review all manuscripts/ materials submitted, and approve them for publication in the publications in librarianship series. Tasks to evaluate manuscripts, nonprint material and proposals. To recommend revisions required for publication. To publicize opportunities for publication in the library literature. To assess the relevance and quality of publications through an analysis of sales and reviews.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2018–19 roster information.

- Daniel Clark Mack (Editor, May 1, 2016, to June 30, 2021)
- Brian J. Doherty (Member, July 1, 2016, to June 30, 2019)
- Bradford L. Eden (Member, July 1, 2017, to June 30, 2020)
- Rebecca Jackson (Member, July 1, 2016, to June 30, 2019)
- James Kessenides (Member, July 1, 2018, to June 30, 2021)
- Dallas Long (Member, July 1, 2017, to June 30, 2020)
- Lorelei Tanji (Member, July 1, 2016, to June 30, 2019)
- Irene M.H. Herold (Board Liaison, July 1, 2017, to June 30, 2018)
- Erin Nevius (Staff Liaison, July 1, 2017, to June 30, 2018)

### Submission information

Year-end report written by: Daniel Mack

## **2017–18 Year-end Committee Report**

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

- PIL brought out nine books in the past year!
- Initiate review of manuscripts already submitted;
- Investigate and assess options for open peer review;
- Appoint final member to Board, bringing membership up to full number; and
- Create and seek approval for policies and procedures for open peer review option for PIL publications.

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Completed review of manuscripts already submitted;
- Researched and authored policies and procedures for open peer review option for PIL publications;
- Collaborated among PIL Editorial Board and with ACRL personnel, especially Erin Nevius.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

### **Are any 2017–18 projects ongoing?**

- Implementation of OPR options will be ongoing.

### **What worked well?**

- Collaboration among PIL Editorial Board members worked extremely well.
- Communication and coordination with ACRL professional staff has been very easy and helpful. Erin Nevius is a treasure!

### What could have worked better?

- PIL continues to investigate alternative communications methods in addition to email. The Board will familiarize itself with the new iteration of ALA Connect as a communications tool.

### What do you wish someone had told you before starting work on this committee?

- I would have liked to know more about ACRL's other Editorial Boards. This was not a significant problem though since information is readily available on the web, and since members of Boards are easy to engage during the PCC meeting at conference.

### What made this work most rewarding (observations/comments/accolades)?

- Collaborating with a diverse group of new colleagues toward a common goal in which we all believe
- Investigating new modes of review for scholarly publications
- Working with the outstanding professional staff at ACRL

### Any other comments, recommendations, or suggestions?

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

This work plan outlines several projects that align with the ACRL Publications charge, and with current and developing publishing practices that align with ACRL member needs.

### Activity/Project Name and brief description:

This work plan outlines four goals that will align the PIL Editorial Board with current and developing publishing practices and align with ACRL member needs. The goals are:

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries. **Description of connection to specific objective: Promote innovative, relevant research that communicates the value of academic and research libraries using new models of scholarship.**
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.

- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.
- ☐ **Student Learning**
  - ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
  - ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
  - ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
  - ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.
- ☒ **Research and Scholarly Environment**
  - ☒ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices. **Description of connection to specific objective: Promote innovative, relevant research that communicates the value of academic and research libraries using new models of scholarship, including implementation of Open Peer Review**
  - ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
  - ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.
- ☐ **New Roles and Changing Landscapes**
  - ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
  - ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
  - ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### Brief sentence connecting your project to the Plan

The projects and work of this committee enhance ACRL Publications and investigate emerging areas of scholarship relevant to the ACRL Plan.

### Timeline

- ☒ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Review manuscripts assigned to Board	July 2018-June 2019	PIL Editorial Board	
Identify test case work for OPR option	31 December 2018	PIL Editorial Board	

Conduct OPR review for selected work	January-June 2019	PIL Editorial Board	
Implement OPR platform	January-June 2019	PIL Editorial Board	Technology and staff support may be necessary depending on results of above action
Recruit potential OPR reviewers from among previous PIL authors/editors	January-June 2019	PIL Editorial Board	

### **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

We will consider our work to be a success when:

- We implement policies and procedures for open peer review of submitted manuscripts, solicit well-written and well-researched manuscripts for review, and publish books on timely and relevant topics that combine theory and practice.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: *RBM* Editorial Board

Charge/Tasks: The editorial board serves in an advisory capacity to the editor on the contents of the journal; the board members are the core of referees, reviewing manuscripts submitted for possible publication.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Richard Saunders
- Incoming Chair (2018–19): Richard Saunders
- Incoming Vice-chair (2018–19): n/a
- Incoming Board Liaison (2018–19): Cheryl A. Middleton
- Staff Liaison: David Free, Dawn Mueller, Mary Ellen K. Davis

### Submission information

Year-end report written by: Richard Saunders

Work plan submitted by: Richard Saunders

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

- Completed necessary review and editing for twice-yearly publication of *RBM* as an ACRL professional-practice journal.

### **How did you go about getting them done?**

- Met virtually after the Annual conference and before Midwinter meeting.
- Conducted large amount of business via email, both as a group and individually.

### **What were the relevant results for your projects?**

- Two issues published during FY2018, consisting of 8 formal articles, 7 book reviews, and 2 editor comments.

### **Are any 2017–18 projects ongoing?**

- Continued publication of the journal.

### **What worked well?**

- Participation as reviewers by the readership community is growing (slightly).

### **What could have worked better?**

- Both numbers of submissions and numbers of subscribers are low.
- The general quality of submissions adequately reflects professional practice but is not particularly high for an academic/scholarly journal.

### **What do you wish someone had told you before starting work on this committee?**

- The amount of work it takes to put together the journal every six months.

### **What made this work most rewarding (observations/comments/accolades)?**

- Feedback from readers and the gratitude and excitement of authors (particularly first-time authors).
- Very much like the “Most Popular Articles” link on the journal landing page and am very gratified that eight of the top ten have been published in the past two issues.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Step One-point-five

### Brief Description

The editor and *RBM* editorial board members will encourage submissions to the journal by making personal appeals to librarians at institutions in their area and beyond: contacting college and university librarians directly to invite submissions, visiting with RBMS members individually at conferences.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☒ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Contacting prospective submitters individually encourages scholarship in the field; holding submissions to scholarly standards raises the quality of the journal's output.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Distribute business cards representing the journal editor and editorial board members at RBMS conference	22 Jun 2018	Richard Saunders	
Editor, board members will contact librarians soliciting submissions.	Ongoing	Richard Saunders; <i>RBM</i> board members	Time and attention; Knowledge of the field
Review submissions.	Ongoing	Editorial board and external reviewers	Time and attention; Knowledge of the field
Participate in production process to ensure issues are published according to schedule	Ongoing	Editor	Communication with production staff

**Assessment: How will success be measured?**

- The annual number of submissions to *RBM* will increase over the previous two years.
- The scholarly quality of submissions will increase, as determined by the editor.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Thematic *RBM* issue

### Brief Description

The journal will publish a thematic issue on the issues of documenting or collecting work on underrepresented populations in the fall 2019 issue.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☒ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☒ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

*RMB* should reflect the ACRL and ALA initiatives to foster diversity within the profession, and should provide a platform for approaching special collections librarianship as involving diverse populations as well.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Publish a thematic issue of <i>RBM</i> on the challenges of collecting and presenting underrepresented populations	Submissions due and accepted by Jun 2019; issue published Nov 2019	Richard Saunders	
Editor, board members will contact librarians soliciting submissions.	Apr 2019	Richard Saunders; <i>RBM</i> board members	Time and attention; Knowledge of the field
Review submissions for inclusion in the thematic issue	Jun 2019	Editorial board and external reviewers	Time and attention; Knowledge of the field

**Assessment: How will success be measured?**

- Publication of the issue.
- Articles in the thematic issue will rank highly in the automated *RBM* download counter.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: "Resources for College Libraries" Editorial Board

Charge/Tasks: The editorial board is charged to serve in an advisory capacity to CHOICE staff regarding Resources for College Libraries editorial policy matters.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Neal Baker
- Incoming Chair (2018–19): Neal Baker
- Incoming Vice-chair (2018–19):
- Incoming Board Liaison (2018–19): Cheryl A. Middleton
- Staff Liaison: Anne Doherty; Mark Cummings

### Submission information

Year-end report written by: Neal Baker and Anne Doherty

Work plan submitted by: Editorial board

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Advised and made recommendations on RCL editorial policy and development.

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Met virtually to discuss and reach consensus, supplemented by email.

### **What were the relevant results for your projects?**

- It was a quiet year for the Board per se, as RCL worked with ProQuest on marketing improvements discussed by the Board and the RCL editorial team.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- Providing advisory feedback, support, and recommendations on RCL editorial policy.
- Assist in recruiting project participants – subject editors and referees.
- Continued feedback on collection management and library trends to enhance the usefulness of RCL to various audiences including academic library personnel, students and other end users, and as a collection assessment tool.

### **What worked well?**

- Board vacancies filled on time.
- Midwinter virtual meeting took place as scheduled on December 11, 2017 via Adobe Connect.

### **What could have worked better?**

- ALA Annual Meeting attendance was low (2 Board members + Chair in addition to Project Editor).

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

- The Board achieved compositional diversity in terms of race/ethnicity, binary gender identification, geographic location, and academic institution type.

**What do you wish someone had told you before starting work on this committee?**

*Optional*

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

**Any other comments, recommendations, or suggestions?**

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Resources for College Libraries editorial board

### Brief Description

To provide ongoing feedback and enhance *Resources for College Libraries* content, functionality and its effectiveness as a database tool for libraries and users.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

By supporting the publication and editorial development of *Resources for College Libraries*, the board promotes the continued role for a core bibliography in shaping academic library collections and research initiatives, including increasing access to data and supporting the scholarly environment.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### **Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Consult on a regular basis between meetings and 2 meetings during the year.	Ongoing	Editorial Board; Staff Liaison	ALA connect; virtual meeting technology; staff support
Support editorial recruitment by identifying and recommending 40 prospective peer reviewers.	15 April 2019 and ongoing	Editorial Board; Staff Liaison	Regular communication of needs and goals; shared file; staff support
Use the RCL database for 60 minutes per year and provide feedback.	15 June 2019 and ongoing, as needed	Editorial Board	Access to RCL database; review prompts
Contribute content for RCL's outreach and promotion efforts.	TBD in coordination with Project Editor	Volunteer members of Editorial Board; Staff liaison	Access to RCL database; staff support

### **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

Staff reports, sales data, and publication content will continue to be used to measure the overall effectiveness of RCL.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Professional Development Committee

Charge/Tasks: To advise ACRL staff on matters related to professional development needs assessment, program development and evaluation, and elearning. Responsible for selecting and allocating funding to annual conference programs, selecting Midwinter workshops and institutes and Annual Conference preconferences, and awarding scholarships.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Heidi Steiner Burkhardt
- Incoming Chair (2018–19): Eric Kidwell
- Incoming Vice-chair (2018–19): Carrie Dunham-LaGree
- Incoming Board Liaison (2018–19): Karen Munro
- Staff Liaison: Margot Conahan

### Submission information

Year-end report written by: Heidi Steiner Burkhardt

Work plan submitted by:

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Reviewed and selected 2018 Annual Conference Proposals
- We were not asked to review and select E-learning scholarship applications as indicated on our work plan

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Split reviews among three groups
- Each committee member reviewed their assigned proposals in review system
- Chair looked at cumulative data and selected acceptances and alternates based on:
  - Average score
  - Accept/Maybe/Decline recommendations
  - Prioritizing ratings for clarity of proposal, engagement and collaboration
  - Overall diversity of topics among accepted proposals

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Reviewed 124 proposals, 20 selected

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

n/a

### **What worked well?**

*A brief bulleted list is suggested here*

Our relationship with ACRL staff, specifically Margot, worked very well. She was a responsive advocate and invaluable partner. Committee members were responsible and thoughtful with the proposal reviews.

**What could have worked better?**

*A brief bulleted list is suggested here*

- The change to centralized ALA Annual proposal submissions resulted in a lot of challenges for our committee, and particularly myself as Chair. Specific feedback was sent to Alee Navarro and Margot in October 2017.
- We also received more submissions than in the past and having a slightly larger committee to participate in reviews would have been helpful.
- One committee member was absentee and the Chair had to review extra proposals. Recommend getting confirmation from all members that they are available during the heavy work period and commitment that they will review their assigned proposals.

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

As part of the review rubric, we considered and rated the equity, diversity, and inclusion of submitted proposals. I personally feel the programs we accepted largely embodied this commitment. Programs included (among others):

- Zine Cultures as Critical Resistance: A Hands-On Workshop to Build Community Engagement and Student Learning
- Building Inclusion: How Can Research Instruction at Two-Year Colleges Help Students Successfully Transition to the University?
- Making the Case for Diversity: Grassroots Leadership as a Catalyst for Change
- Studying and Spirituality: Prayer and Meditation Spaces in Academic Libraries
- Supporting College Students on the Autism Spectrum: Evidence Based Strategies for Academic Librarians
- Breaking Below the Surface of Racism, Whiteness, and Implicit Bias
- When to Speak Up, When to Listen: Allyship, Race, and Communication in the Academic Library

**What do you wish someone had told you before starting work on this committee?**

*Optional*

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

A brief, straightforward, descriptive name is preferred.

### Brief Description

A brief description of project.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Briefly describe how activity matches above selection.

### Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)

**Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

## Division-level Committee Year-End Report

### Committee

Visit <http://www.ala.org/acrl/aboutacrl/directoryofleadership/committees> to find your charge.

**Committee Name:** ACRL Professional Values Committee

### Charge/Tasks:

- To provide support and guidance to the ACRL Board regarding the professional principles and values of academic and research librarians;
- To engage ACRL members in sustaining and enhancing efforts to promote the ethics, intellectual freedom, and other principles and values;
- To develop informational and training materials that educate librarians and the public about the nature of and issues involved in ethics and intellectual freedom;
- To develop standards, policies, and policy statements for ACRL and contribute to revisions of the ALA Code of Ethics, the Library Bill of Rights, and the Intellectual Freedom Manual;
- To work with the ALA Office of Intellectual Freedom, the ALA Intellectual Freedom Committee, and the ALA Committee on Professional Ethics to coordinate and advance ethics and intellectual freedom issues of interest to academic librarians and libraries; and
- To collaborate with the liaisons to the ALA Professional Ethics and Intellectual Freedom Committees who also serve as members of the Committee.

### Committee leadership

Visit <http://www.ala.org/acrl/aboutacrl/directoryofleadership/committees> to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

**Current Chair:** Adriene Lim

**Incoming Chair:** Pending

**Incoming Vice-chair:** Liz King

**Incoming Board Liaison:** LeRoy LaFleur

**Staff Liaison:** David Free

### Submission information

**Year-end report written by:** Adriene Lim

## 2017–18 Year-end Committee Report

This report will be included in the Committee's official record of activities maintained by the ACRL staff.

**What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

***Submitted a program proposal for ACRL 2019:***

**Program Title:** Library Fundraising and Ethical Values: Great Potential, Great Pressures?

**Short Program Description:** Publicly funded libraries are finding themselves in situations where their levels of public funding are either flat or declining – in some cases precipitously. These libraries may turn to increased philanthropic fundraising activities to try to close the investment gap. But what happens when the great potential of fundraising also brings great pressure to reach one's development goals, no matter the ethical cost? This panel will focus on ways that any potential ethical compromises can be avoided through adherence to core library values and through the application of principles for ethical fundraising. Participants will leave with an understanding about the ways that fundraising achievements can be secured while the library's mission, vision, priorities, and integrity can be maintained.

***Submitted a second program proposal for ACRL 2019:***

**Program Title:** Is civility overrated? Examining the power dynamics involved in the principles of free speech and civility

**Short program description:** Many academic libraries are examining "civil discourse" and free speech through policies and programs. Yet, who defines the standards of "civility"? What is the history of civility and free speech in academic settings? This panel addresses free speech protections and limitations, and the power dynamics involved in standards of civility within the public sphere, on social media, and within academic library environments. Participants will leave with a greater understanding about the history of the Free Speech Movement, and an appreciation for how libraries can both reflect and challenge the power dynamics involved in principles of free speech and civility. *Planned and carried out an ACRL 2017 panel program, "You Say You Want a Revolution? The Ethical Imperative of Open Access."*

***Co-sponsored an ALA Annual 2018 session with IFC:***

**Program Title:** Fake News or Free Speech: Is there a right to be misinformed?

**Short program description:** "Fake news" has always been part of the communication landscape. The difference now is that we are inundated with social media that makes it possible to disseminate "fake news" quickly and easily. In the past "fake news" was used as propaganda to isolate individuals or groups of people, destabilize governments, and foment anarchy. "Fake news" may be inaccurate, dishonest, misleading, intentionally untrue, and even intended to damage the paradigm of factual information. But is it illegal? Is it protected by the First Amendment? Can "fake news" -- or suppressing it -- undermine our democratic way of life?

***Provided formal advice for ACRL Board:***

- 1.) Comments and suggestions on Net Neutrality support statement;
- 2.) Reviewed and submitted numerous edits and rewrote segments of the ACRL statement on DACA and "Dreamers;"
- 3.) Reviewed and submitted suggestions on Library-Initiated Programs policy draft from IFC.

***Reviewed and submitted comments:*** Reviewed current IF draft interpretation on politics in libraries. Discussion about how IF conversations can be painful (instead of saying that libraries create "safe spaces", but we are creating "brave spaces").

**PVC Chair attended IFC Privacy Subcommittee at ALA Midwinter 2017:** Some central IT units are asking libraries if they can monitor library systems and transactions to identify data and systems security risks. Some librarians are sharing logs and analyzing data to find evidence of compromised accounts in a proactive way (e.g., see this article, among a few others: <http://www.tandfonline.com/doi/full/10.1080/00987913.2016.1212315?scroll=top&needAccess=true&>) - But is sharing our logs proactively going a step too far for libraries when considering our values related to privacy and confidentiality, even if we take care to remove some identifying data elements? Subcommittee agreed that this was an interesting and problematic issue that would receive more attention in future meetings.

**How did you go about getting them done?**

- *ACRL program proposals: Liz King, Emily Knox, and I participated in the writing of these proposals. Work was accomplished via email exchanges.*
- *Formal advice to ACRL Board and other tasks: Accomplished via email exchanges, rare virtual phone conferences, and in-person meetings at Annual and Midwinter.*

**What were the relevant results for your projects?**

- *ALA program: Session was heavily attended with standing-room only results. Panelists will be following up with additional programming.*

**Are any 2017–18 projects ongoing?**

- *More work on ACRL sessions will be needed if our proposals are accepted.*

**What worked well?**

- *A few committee members actively participated in in-person meetings at ALA Midwinter and Annual and via email exchanges, and responded to tasks, such as calls for feedback, in a helpful and timely manner.*

**What could have worked better?**

- *The committee members and I are busy professionals and find it difficult to identify dates and times for virtual meetings that will work for everyone. Except for three or four committee members, most did not participate via email, conference calls, or in-person meetings.*

**What do you wish someone had told you before starting work on this committee?**

*The number of required activities/recommended events for committee chairs and members requires at least some level of in-person conference attendance and a time commitment that can be challenging for ALA members active with other roles.*

**What made this work most rewarding (observations/comments/accolades)?**

*Some committee volunteers met deadlines and delivered strong work. The ACRL Leadership Council meeting fosters both active engagement with ACRL's "work of the organization" and community building. The PVC's work is highly relevant and crucial to accomplish, especially at this time in our profession's history.*



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Research and Scholarly Environment Committee

Charge/Tasks: To oversee and coordinate ACRL's Research and Scholarly Environment Initiative as described in the strategic plan; work with the ACRL Board and other ACRL units in creating a comprehensive effort including coalition building, professional development, publications, research, and advocacy and in developing the ACRL research and scholarly communications website; and monitor and assess the effectiveness of the ACRL Research and Scholarly Environment Initiative.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Patricia Hswe
- Incoming Chair (2018–19): Yasmeen Shorish
- Incoming Vice-chair (2018–19): Nathan Hall
- Incoming Board Liaison (2018–19): Beth McNeil
- Staff Liaison: Kara Malenfant

### Submission information

Year-end report written by: Patricia Hswe

Work plan submitted by: Yasmeen Shorish

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Progress in updating the ReSEC research agenda for scholarly communication systems
- Open Research Policy Statement
- “Scholarly Communication” column in *C&RL News*
- Scholarly communication discussion group
- ACRL/SPARC Forums
- Response Subcommittee
- Relations Subcommittee - charge and problem statement
- Data Privacy Cookbook
- OpenCon Scholarship Subcommittee

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- ReSEC research agenda: staff liaison and subcommittee drafted RFP to engage consultants to lead agenda work, with chair and vice-chair reviewing draft before public release; subcommittee, chair, vice-chair, staff liaison, and ACRL E.D. interviewed the candidates.
- Open Research Policy Statement: the responsible subcommittee drafted the statement, and it was made available for public comment in summer 2018. Next step is to submit to the Standards Committee.
- “Scholarly Communication” column – two co-editors worked together to review column drafts for publication.
- Scholarly Communication Discussion Group – the two members responsible for the listserv also planned the Midwinter DG session in collaboration with the STS Scholarly Communication Committee.
- ACRL/SPARC Forums were – and always have been – a collaboration between ReSEC and SPARC on determining a topic for the Forum and a line-up of guest speakers. Typically, the coordinators for the Scholarly Communication DG have central roles in planning the Forum with SPARC.
- Response Subcommittee – drafted two responses to RFIs from the NIH.
- Relations Subcommittee met and communicated virtually on a regular basis to address and compose the charge and to start conceptualizing the framework.
- Data Privacy Subcommittee met virtually during the year to develop and finalize the cookbook and consulted with the interim staff liaison on the development of the resulting infographic.
- OpenCon Scholarship Subcommittee convened to review the applications supplied by SPARC, with which ReSEC collaborates on the selection of the scholarship recipients.

## **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- ReSEC research agenda: 2 sets of application materials reviewed to select research agenda consultants; 2 consultants selected, who have completed a literature review, 10-15 interviews with experts, 7 focus groups, 3 roundtables, and distributed an online survey.
- 11 “Scholarly Communication” columns
- One joint session at ALA Midwinter 2018 between the STS ScholComm Cmte and the ReSEC ScholComm DG and one session of the SCDG at Annual, which was about the research agenda.
- 2 responses to NIH RFIs about data science (the latest one being [here](#))
- One infographic about data privacy
- Two OpenCon scholarship recipients
- ACRL/SPARC Forums at Midwinter and Annual

## **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- ReSEC research agenda
- Open Research Policy Statement
- “Scholarly Communication” column in *C&RLN*
- Scholarly Communication Discussion Group
- Relations Subcommittee
- OpenCon Scholarships
- ACRL/SPARC Forums

## **What worked well?**

*A brief bulleted list is suggested here*

- The work thus far on the research agenda has gone especially well, since we had top-notch support from Kara and then Erin in their staff liaison roles to ReSEC. They both kept us organized and helped with scheduling calls and discussions about the ongoing work. Erin in particular helped with scheduling and providing the Zoom platform for the webinar and with planning of the roundtable and working sessions at Annual. She did a superb job serving as interim for Kara.
- The chosen consultants for the research agenda are also working out well, as they have kept the committee chair and vice-chair informed of their progress and been able to maintain the schedule of activities.
- The “Scholarly Communication” column is a well-oiled machine. The co-editor roles tend to attract members who flourish in their responsibilities and are good about soliciting new authors for content.

### **What could have worked better?**

*A brief bulleted list is suggested here*

- Committee communications. We had two calls and two meetings (one at Midwinter and one at Annual). For a busy goal-area committee like ReSEC, it may be worthwhile to have more than two calls during the year so that members can be better in touch regarding progress and updates on projects.
- Responsiveness to marketing concerns expressed by the Research Data Management Roadshow coordinator / team. The ReSEC chair and vice-chair brought this matter up with interim staff liaison, Erin Nevius, prior to ALA Annual 2018. Kara Malenfant is also aware of it, since it was discussed at ALA Midwinter 2018. Marketing this particular brand of roadshow can't be taken lightly and probably needs more specific attention and support than some of ACRL's other roadshows.

### **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- We are increasingly a diverse committee in terms of the composition of members and their institutions.
- The update of the ReSEC research agenda in particular is demonstrating DEI commitment, since the consultants are being intentional about engaging a wide variety of stakeholders – and potentially beyond ACRL, since the online survey was open to anyone (i.e., not restricted to ALA/ACRL members).
- The co-editors of the "Scholarly Communication" column have done an excellent job of reaching out to librarians of color and from a range of institutions. Starting this year, the column will make a tradition of inviting the recipients of OpenCon scholarships to collaborate on a column about their experiences at OpenCon.

### **What do you wish someone had told you before starting work on this committee?**

*Optional*

It would have been helpful to talk occasionally with other goal-area leaders to get a sense of their processes with their committees. I almost feel like there should be some "tribal," shared information about committee work and leadership that goes beyond the webinar that ACRL leadership gives once a year to new leaders. Both the vice-chair and I felt this gap. One remedy that the vice-chair came up with was to gather documentation about subcommittee work within ReSEC so that future members would know what subcommittees there are to volunteer for and what their work involves.

### **What made this work most rewarding (observations/comments/accolades)?**

*Optional*

Oh, by far it's the people in the committee. Also, I could not have asked for a more collaborative partner in Yasmeen, who carried out her role as vice-chair thoughtfully, efficiently, and sincerely. I know that, led by Yasmeen and Nathan, ReSEC is bound to have an amazing 2018-2019.

**Any other comments, recommendations, or suggestions?**

*Optional*

Yasmeen and I made this request when we met with the Board at Annual in New Orleans: we feel it would help to know the motivations for new members volunteering for ReSEC – i.e., apart from the members that the chair recommends to the Appointments Committee. If we knew the reasons why new members join, then we may be able to engage them in an informed way about volunteer opportunities. It could help make committee work more efficient, too.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name #1

National Research Agenda

### Brief Description

Develop and implement a process for a new national research agenda for ACRL's Research and Scholarly Environments Initiative.

### Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☒ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

As it has been ten years since the research agenda was last updated, our priorities for research need to be revisited and new ones investigated, with particular attention to the inclusion of voices previously not considered or consulted for such an agenda - which is part of coalition building, a key ReSEC task; this project would complement what we already do through the *C&RLN* column, the Scholarly Communication and Research Data Management roadshows, the OpenCon scholarships, and the Toolkit.

## Timeline

- ☐ continuous project assigned in charge
- X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

PROJECT NAME: National Research Agenda

2017-18 WG members: Nathan Hall (chair), Paul Bracke, Lori J. Critz, Mary Galvin, Amy Nurnberger.

2018-19 WG members: Charlotte Roh, Paul Bracke,

Specific Action	Due Date	Complete/In Progress and Notes (e.g., who's responsible)
RFP proposals due	01/29/18	Complete
Select consultants	03/12/18	Complete
Draft list of expert interviews	04/20/18	Complete
ACRL Online Open Forum	06/05/18	Complete
Hold virtual focus groups	June, 2018	In Progress, Consultants
Presentation and discussion at ALA Annual Conference (New Orleans, LA: June 21-26)	6/24/18	Consultant, ReSEC, and ACRL staff
Send first draft of report to ReSEC and ACRL staff	August, 2018	Consultant, ReSEC, and ACRL staff
Feedback due to consultant	9/1/18	ReSEC and ACRL staff
Revised draft and advice memo due to working group/ACRL Board	October, 2018	Consultants
Feedback due to consultants	11/1/18	ReSEC and ACRL staff
Final report of publishable quality due to ReSEC and ACRL staff	12/4/18	Consultant
Public release of final report	1/15/19	ReSEC and ACRL staff

ACRL Presents Webcast	Feb, 2019	Consultants & ReSEC Chair Yasmeen Shorish
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## Assessment: How will success be measured?

A research agenda will be drafted and marketed to the ACRL community. Outreach asking for case studies or examples of implementation will demonstrate adoption by community. Assessment of an agenda of this type will need to occur over years. Precise measures or indicators of success are still TBD, dependent on the final report.

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## Activity/Project Name #2

Open Research Policy Statement

## Brief Description

A revision of the Open Access Statement to include more types of scholarship and offer more relevance to non-tenure-track faculty.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☒ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

This effort seeks to expand the OA Policy Statement, which is an advocacy statement, in order to incorporate feedback gathered since the statement was released in 2016, including explicit mention of different types of digital scholarship that should be OA and a consideration of how to make the policy statement more relevant to non-tenure-track librarians.

## Timeline

- ☐ continuous project assigned in charge
- X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: Fall 2018)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

PROJECT NAME: Open Research Policy Statement

Team Members: Steven Harris (chair), Abigail Goben, Pamella Lach, Amy Nurnberger, Penny Beile

Specific Action	Due Date	Complete/In Progress and Notes
In revised draft of the policy statement, provide additional details that address the importance and value of open scholarly products and open research.	1/15/18	Have draft completed before Midwinter, so that it may be discussed, as necessary, at Midwinter before being sent to Standards.
Send revised draft to Standards Committee for its review.	3/1/2018	Submit to Standards in the spring so that their evaluation is given to ReSEC before Annual 2018.
Final draft	6/21/18	Intention is to release the revised statement after it clears the ACRL adoption process.

## Assessment: How will success be measured?

The revised statement will be approved, as per ACRL regulations.

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## Activity/Project Name #3

Relations Subcommittee

## Brief Description

In light of recent events, such as the purchase of Bepress by Elsevier, and of the increasing practice of vendors to contact, and consult with, university administration, thus potentially usurping the role of academic libraries altogether, ReSEC is forming this subcommittee to help determine what librarians and libraries should be doing to counteract such go-arounds. The subcommittee would work toward defining a framework or set of

recommended practices for the purpose of relationship understanding and building, both internally (on campuses) and externally (with various stakeholders).

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☒ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

The framework, or set of effective practices, should help guide the ACRL community in developing and maintaining more productive relationships with their internal and external constituents, done most productively with an increased capacity to address issues related to scholarly communication.

## Timeline

- ☐ continuous project assigned in charge
- X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date:)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

PROJECT NAME: Relations Subcommittee

Team members: Mel DeSart, Pamella Lach, Amy Nurnberger, Charlotte Roh, Philip Herold, Mary Galvin, Jessica Clemons

Specific Action	Due Date	Complete/In Progress and Notes
Draft problem statement and charge.	1/15/18	Complete
ReSEC discusses at Midwinter 2018, as necessary	2/11/18	Complete
Subcmte drafts a framework / set of effective practices (this work may involve interviews, survey, literature review - depends on the judgment of subcmte)	2/15 to 6/1	In progress
Subcmte updates ReSEC on progress via a short report	6/1 to 6/15	Complete
ReSEC discusses at Annual 2018, as necessary	6/24/18	Complete
Subcmte lead or subcmte member blogs about progress for ACRL community	Summer 2018	
Subcmte continues carrying out its charge	Summer and fall 2018	Call for relation "stories" to go out during the first half of August.
Subcmte reports on progress to date and how it will wrap up the effort by Midwinter 2019	Fall 2018	
Subcmte submits draft report for ReSEC to review prior to Midwinter 2019	1/10/19	
ReSEC discusses final report as necessary	1/27/19	
Subcmte lead or subcmte member blogs about this work a final time for ACRL community	Spring 2019	

### **Assessment: How will success be measured?**

Since feedback from the ALA/ACRL community on this effort is key, it will be important to be public at certain junctures of the subcommittee's work, such as after they have gathered enough data and information to begin fleshing out a framework or set of practices / guidelines and once they have a draft of this deliverable to share. Since ReSEC is a co-sponsor of the ACRL/SPARC Forum at the Midwinter and Annual meetings, one of these Forum occasions could be used to present the work of the subcommittee and offer a chance for the community to respond.

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### **Activity/Project Name #4**

Data Privacy Guide

## Brief Description

As much as those of us working in scholarly communication advocate for open access in research and scholarly publishing, we are also increasingly aware of the need for better guidance and support regarding data privacy. With such a concentration of expertise among its members, ReSEC is in a position to develop a set of recommendations for how academic libraries might work toward devising a strategy for data privacy.

## Goal Area

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☒ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Balancing openness with privacy protections is an area of need across academia, but one for which few support resources exist. This guide is an effort to help build capacity in this area.

## Timeline

- ☐ continuous project assigned in charge
- X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

PROJECT NAME: Data Privacy Cookbook

Team Members: Amy Nurnberger, Abigail Gobel, Pamella Lach, Sandy DeGroot

Specific Action	Due Date	Complete/In Progress and Notes
Gain access to original EU design files		Complete
Gather relevant information for introductory document, in US context	June 2017	Complete
Synthesize disparate information into one introductory document	MW18	Complete
Finalize maturity model	MW18	Complete
Create linked reference cards	MW18	Complete
Create the draft document	Annual 2018	Complete
Create final document in ALA Connect	October 2018	In progress
Distribute final document via ACRL Insider	MW19	

### Assessment: How will success be measured?

Essentially, assessment of this project would be measured by the number of downloads and how much people reference the guide when consulting or doing instruction. Assessment would rely on informal methods.

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## Activity/Project Name #5

OpenCon Scholarships

### Brief Description

Select and support the travel of two scholarship recipients to attend OpenCon, an annual conference focused on advancing Open Access, Open Education, and Open Data.

### Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

**☐ Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☒ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

**☐ New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

**☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

**☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)**

**Brief sentence connecting your project to the Plan**

Attendance at OpenCon allows students and early career professionals to develop the critical skills necessary to catalyze action toward a more open system for sharing the world's information, and scholarship recipients' service on ReSEC provides an immediate opportunity for the attendees to build on what they learned to benefit libraries and the broader scholarly communication landscape.

**Timeline**

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

PROJECT NAME: OpenCon Scholarships

Team members: Michelle Reed, Cynthia Mari Orozco, Tatiana Bryant

Specific Action	Due Date	Complete/In Progress and Notes
Announce availability of ACRL-sponsored scholarships for OpenCon	June/July	On going
Assign subcommittee to review applications and select scholarship recipients	June/July	On going
Subcommittee reviews applications and makes recommendations to ReSEC Chair for two recipients and two alternates	July/August	On going

ReSEC Chair confirms interest and availability with selected recipients	September	On going
ACRL announces scholarship recipients	September	On going
ACRL funds travel to OpenCon for two members	November	On going
Scholarship recipients submit reflection piece for <i>C&amp;RL News</i> column	December	On going
Subcommittee reviews and makes recommendations for streamlining and communicating the application and selection process with input from OpenCon organizers	Midwinter	On going
ReSEC provides feedback on recommendations and implements suggestions as applicable	March	On going
Repeat action items as defined above	ongoing	On going

### Assessment: How will success be measured?

Scholarships were awarded to ACRL members; the project will be evaluated on an ongoing basis based on feedback from scholarship recipients and the subcommittee.

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### Activity/Project Name #6

Open Access Week Advisory Committee Member

### Brief Description

A member of ReSEC serves as an OA Week Advisory Committee member, helping to craft the theme and events related to this internationally celebrated week.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☒ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.

- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.
- ☐ **New Roles and Changing Landscapes**
  - ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
  - ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
  - ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### Brief sentence connecting your project to the Plan

The invitation from SPARC to serve on the OA Week Advisory Committee is a great opportunity to have ACRL's perspective reflected in the event and to learn from great initiatives globally.

### Timeline

- ☐ continuous project assigned in charge
- X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

PROJECT NAME: OA Week Advisory Committee

Team Members: Yuan Li

Specific Action	Due Date	Complete/In Progress and Notes
Provide ReSEC perspective to the planning activities. Report back on any interesting initiatives, globally.	10/22/18	In Progress

### Assessment: How will success be measured?

Based on feedback from ReSEC representative, we will determine if this was a successful collaboration and if we should advocate for it becoming business as usual.

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### Activity/Project Name #7

Emerging Leader Project

## Brief Description

ReSEC will submit an Emerging Leaders (<http://www.ala.org/educationcareers/leadership/emergingleaders>) Project Proposal (October?) tied to the Research Agenda (above). Should the project be selected, ReSEC will host the project and assign a member guide.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☒ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Engage new professionals and future ACRL leaders in actions that move the scholarly communication to a more open and equitable system

## Timeline

- ☐ continuous project assigned in charge
- X short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

(add rows as needed)

PROJECT NAME: Emerging Leaders Project

Team Members: Jessica Clemmons (member guide), Nathan Hall

Specific Action	Due Date	Complete/In Progress and Notes
Submit Project Proposal	10/1/18	In Progress
Select Emerging Leader to sponsor	TBD	(contingent on project proposal being selected by EL group)
Meet Emerging Leader team at Midwinter	1/2019	(contingent on project proposal being selected by EL group)
Attend Emerging Leader poster session at Annual	6/2019	(contingent on project proposal being selected by EL group)
Meet Emerging Leader team at ReSEC meeting to present their work to committee	6/2019	(contingent on project proposal being selected by EL group)

## Assessment: How will success be measured?

Assuming project is selected, ReSEC will devise a rubric against which success will be measured.

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## Activity/Project Name #8

Scholarly Communication/ReSEC Website Refresh

## Brief Description

The ACRL website for Scholarly Communication (<http://www.ala.org/acrl/issues/scholcomm>) is out of date and does not reflect the activities of ReSEC. A small working group will assess the current page and make recommendations for revisions.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.

- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.
- ☐ **Research and Scholarly Environment**
  - ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
  - ☒ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
  - ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.
- ☐ **New Roles and Changing Landscapes**
  - ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
  - ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
  - ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### Brief sentence connecting your project to the Plan

Having an up to date web presence that highlights the work of this committee, and ACRL, in the area of scholarly communication would help visitors to the website understand the resources and opportunities available to them.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

PROJECT NAME: ReSEC website refresh

Team Members: Mary Galvin, Michelle Reed, Allison Langham-Putrow.

Specific Action	Due Date	Complete/In Progress and Notes
Assess what information should and should not be on the website	MW 2019	In Progress
Recommendations for revisions	Spring 2019	
Launch revised website and post on ACRL Insider about it.	Annual 2019	

### Assessment: How will success be measured?

Increase in traffic will be one measure of success.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Research Planning and Review Committee

Charge/Tasks: Responsible for creating and updating a biennial environmental scan for the association that encompasses trends in academic librarianship, higher education, and the broader environment, e.g., economic, demographic, political, for release at the ACRL conference. Identifies the “ACRL Top 10 Trends” for release every two years in non-ACRL conference years.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Chris Palazzolo
- Incoming Chair (2018–19): M. Kathleen Kern
- Incoming Vice-chair (2018–19): Allison Benedetti
- Incoming Board Liaison (2018–19): Caroline Fuchs
- Staff Liaison: Mary Jane Petrowski

### Submission information

Year-end report written by: Chris Palazzolo

Work plan submitted by: Allison Benedetti

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### What were the major projects/activities accomplished by your committee in the 2017–18 membership year?

*The committee completed its Top Trends in Academic Libraries draft, which is slated for publication in College and Research Libraries News (June 2018).*

### How did you go about getting them done?

- *Consulted, collected and reviewed existing trends reports from academia and IT fields.*
- *Created survey instrument sent to a number of targeted library listservs*
- *Analyzed and assessed survey finds and established themes*
- *Compared findings to past Top Trends articles (2012, 2014, 2016) to minimize repetition and duplication*
- *Divided up sections and drafted initial sections*
- *Edited for flow, consistency, and accuracy, as well as up to date references (work of the chair and co-chair)*

### What were the relevant results for your projects?

- *The **Top Trends** document for 2018 focuses upon the following themes:*
  - *Developments in OER adoption and support*
  - *Diversification of traditional publishers and vendors into new areas (research life cycle and research support)*
  - *Decline of aggregate-level e-book DDA, growth in EBA plans, and marketing of print collections*
  - *Big data and data science support and collection/acquisition policies supporting data needs*
  - *Fake news and information literacy*

### Are any 2017–18 projects ongoing?

- *No.*

### What worked well?

- *Use of Google docs for drafts*
- *The use of a survey instrument to gather a wider swath of ideas for topic inclusion*
- *A great co-chair!*

**What could have worked better?**

- *A better communication tool to be able to share drafts in real time, allow for face to face conversations (suggested option for 2018-9 is the use of Zoom)*
- *Sharing of final draft with contributor names to ensure accuracy*
- *A more regular meeting schedule, rather than a “doodle poll” for individual meetings.*

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

**What do you wish someone had told you before starting work on this committee?**

*Optional*

**What made this work most rewarding (observations/comments/accolades)?**

*Coordinating the group to produce an excellent document.*

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

2019 Environmental Scan

### Brief Description

Research and write an environmental scan of professional literature, news, and other information that presents trends in academic librarianship, higher education, and the broader environment, e.g., economic, demographic, political.

### Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☒ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☒ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The Environmental Scan will identify trends in higher education that effect library budgets, clientele and services, as well librarians' relationships and roles within their institutions. This report will facilitate librarian preparedness for the changing higher education climate. An extensive bibliography of references will be included.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year

☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Send message to committee members to begin gathering any documents they see in the next two months that might be relevant for an Environmental Scan	July/August	Committee Chair	
Online meeting to discuss purpose of Scan, review previous Top Trends, Environmental Scan, and relevant documents. Discuss possible topics for this year, as well as process.	August	Committee Chair and members	Online meeting using Zoom via vice-chair's institution
Progress meeting to review status (if needed)	September	Committee Chair and members	Online meeting using Zoom via vice-chair's institution
Schedule committee meeting space for ALA Midwinter Meeting 2019 in Seattle	October	Committee Chair	
Progress meeting to discuss progress.	October	Committee Chair and members	Online meeting using Zoom via vice-chair's institution
Section rough drafts to chair and vice-chair	December 3, 2018	Committee members	

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Final draft sections completed	January 9, 2019	Committee members	
Compile Environmental Scan and edit.	January	Chair and vice-chair	
Submit Environmental Scan to ACRL Board. Board reviews Environmental Scan.	Early February	ACRL Board	Board needs 2 weeks to review
Revise based on ACRL Board response	Late February	Committee	Allow 2 weeks to review
Final Draft to ACRL Board	March	Committee Chair	
Present Environmental Scan at ACRL 2019	April	Committee Chair and committee members	

### **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

The project will be a success when a completed and relevant Environmental Scan is approved by the ACRL Board, published, and presented at the ACRL Conference.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: ACRL Section Membership

Charge/Tasks:

To facilitate the sharing of information among section membership committees; to gather section membership reports annually, compile them, and submit a comprehensive membership report to the ACRL board; to foster collaboration among sections on membership-related activities and projects.

Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Michelle Leonard
- Incoming Chair (2018–19): Kimberly Tully
- Incoming Vice-chair (2018–19): Larayne Dallas
- Incoming Board Liaison (2018–19): Jeanne Davidson
- Staff Liaison: Mary Jane Petrowski

### Submission information

Year-end report written by: Michelle Leonard

Work plan submitted by: Kimberly Tully

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Determine if using the google form was necessary for monthly statistics.
- Support recruitment efforts for ACRL at the mid-winter and annual conferences

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Held orientation via webinar for new members and covered the following topics:
  - Review committee charge – Committee chair
  - How sections contribute to ACRL's member engagement efforts (as booth volunteers, social event sponsors, scholarship donors, mentors, etc.) – Staff liaison
  - Overview of how the committee members report section activities - Committee chair
  - Update on move to ALA Connect and enhanced opportunities for member engagement – Staff liaison
  - How to interpret your section membership reports and spreadsheets - Staff liaison
  - Quarterly ACRL New Member, Lapsed Member, and Current Member Survey results – Staff liaison

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible.*

- Recruited section volunteers for ACRL 101 with 6 sections having representation.
- Recruited section volunteers to staff the booth at the conferences.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- Working with the ACRL Membership to provide volunteer support for the ACRL 2019 conference
- Attending webinar meetings with the ACRL Membership Committee, and volunteering for any tasks needed.

### **What worked well?**

*A brief bulleted list is suggested here*

- Using email for communicating to members

### **What could have worked better?**

*A brief bulleted list is suggested here*

- More updates from ACRL about the forms given the delays, discussions on privacy for the google forms, when surveys are conducted. (Note: all emails from ACRL were answered very promptly)

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- Volunteer for the ACRL 101 to network with current ACRL members
- Recruitment opportunities at ALA and ACRL 101 for potential new ACRL members

**What do you wish someone had told you before starting work on this committee?**

*Optional*

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

- 1) **Orientation** to the Section Membership Committee— help members become engaged with the committee through scheduling an online meeting that will help members understand how the work of the committee contributes to ACRL’s member engagement efforts and specific ways they can contribute to this work.

### Brief Description

A conference call with committee members will be convened in the late summer/early fall of 2018 and the ACRL staff liaison and the committee chair will lead the presentation.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members’ capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL’s efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL’s advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL’s role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

By ensuring that all sections participate in large ACRL/ALA events, this will help ACRL as a whole and also increase visibility and participation for the sections in general, to the benefit of all involved.

### Timeline

☒ continuous project assigned in charge

- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Send out a poll to determine date	Poll will be sent no later than mid August 2018.	Kimberly Tully/ACRL staff Liaison	Existing lists and technology sufficient
Reserve virtual meeting space	Space reserved no later than end of August	Kimberly Tully/ACRL staff Liaison	Existing lists and technology sufficient
Email agenda to committee members, also to be posted in ALA Connect	Week prior to orientation, with an email reminder the day of the orientation.	Kimberly Tully	Existing lists and technology sufficient

## Assessment: How will success be measured?

Documents submitted to ALA Connect, attendance at online committee meetings will show that information has been communicated to the committee and the various reporting functions and processes are working as necessary.

## Activity/Project Name

2) **Disseminate the results of the 2018 ACRL Membership Survey Report** - summarize the findings and prepare a report for their respective executive committees and share on the committee's ALA Connect space as future resource for members.

## Brief Description

We have received the 2018 ACRL Membership Survey Report from our consultant and it will be shared with the Board in October as part of the ACRL Strategic Planning and Orientation Session. The ACRL staff liaison will share that report with the committee (and the ACRL Membership Committee) as soon as it goes to the Board along with the cross-tabbed section results.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.
- ☐ **Research and Scholarly Environment**
  - ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
  - ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
  - ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.
- ☐ **New Roles and Changing Landscapes**
  - ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
  - ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
  - ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

### Brief sentence connecting your project to the Plan

Dissemination of the results of the ACRL Membership Survey results informs and educates the Sections on their membership engagements.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Share cross tabbed section results of survey with committee members	Post October 2018	Mary Jane Petrowski & Kimberly Tully	Existing lists and technology sufficient
Encourage committee members to summarize the findings specific to their sections and then report to their executive committees	November 2018	Kimberly Tully	Existing lists and technology sufficient

Ensure summaries are posted on ALA Connect for future use	June 2019	Kimberly Tully	Existing lists and technology sufficient
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## Assessment: How will success be measured?

We will measure success based on the desired participation of all sections in this project to disseminate the 2018 Membership Survey results.

## Activity/Project Name

3) **ACRL 101 Orientation/booth Participation** - Get 100% participation from every section for the ACRL 2019 Conference First-Time Attendee Orientation in Cleveland in April, the ALA101 program at the ALA Annual Conference in Washington, DC, June 2019, and staffing of the ACRL membership booths.

## Brief Description

Ensure 100% participation from all sections for ACRL orientation programming/booth staffing at all of three of this year's conferences through information sharing and reminders

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Supporting orientation events at conferences supports member education and engagement and improves knowledge of ACRL programs and services.

## Timeline

- ☒ continuous project assigned in charge  
☐ short-term project that will be completed this membership year  
☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Email all committee members to discuss importance of participation in event, ask them to identify individuals within their section to volunteer. Will also provide a sample email for them to send to their sections to solicit volunteers	Varies depending on conference date	Kimberly Tully	Existing lists and technology sufficient
Send a reminder email to all sections	Varies depending on conference date	Kimberly Tully	Existing lists and technology sufficient
Have a list in place with volunteers from all sections, send list to ACRL leadership	Varies depending on conference date	Kimberly Tully	Existing lists and technology sufficient

## Assessment: How will success be measured?

We will assess success by the level of participation we are able to obtain from the sections, and then assess how to better reach out to sections that are not participating at the same level to rectify any deficiencies for future events.

## Activity/Project Name

- 4) **Monthly Reports Participation** - Ensure 100% participation from all sections to report their monthly outreach and membership statistics.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Supports the documentation of all section activities to support organizational assessment.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
1) Examine and reaffirm the	1) End of October	Kimberly Tully & Larayne Dallas	Existing lists and technology sufficient.

current documentation and compliance with monthly membership activities. 2) Send reminders every two months to ensure participation.	2) Every two months at least		

### Assessment: How will success be measured?

We will assess success by the level of participation we are able to obtain from the sections, and then assess how to better reach out to sections who are not participating at the same level to rectify any recurring issues for future chairs and vice-chairs.

### Activity/Project Name

5) **Support Student Engagement Projects** - Solicit involvement of committee members and their sections in supporting higher level ACRL student engagement projects.

### Brief Description of Project

1. Identifying section resources for students (including mentoring programs, volunteer opportunities, resume reviewing services, etc.) that can be included in a LibGuide that we are developing to provide student members with centralized access to ACRL publications, webcasts, services, etc.
2. Posting recruitment messages throughout the year to their respective section online discussion lists and Facebook accounts. We have contracted with a professional marketing firm to craft the messages, so it's just a matter of posting throughout the year.
3. Reviewing/revising our "You Might be an Academic Librarian if . . ." flyer.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

☐ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

**Brief sentence connecting your project to the Plan**

Supports the documentation of all section activities to support organizational assessment.

**Timeline**

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Identify section resources for students with the help of committee members	Beginning with Orientation in the early fall	Kimberly Tully, et al.	Existing lists and technology are sufficient.
Post recruitment messages throughout the year to their respective section discussion lists and social media accounts	Periodically throughout the year	Kimberly Tully, et al.	Existing lists and technology are sufficient.

Participate in the reviewing and revising of our “You Might be an Academic Librarian if...” flyer	June 2019	Kimberly Tully, et al.	Existing lists and technology are sufficient.

### **Assessment: How will success be measured?**

Success will be measured by the full participation of sections in these activities and the completion of the action items. Higher level assessment will be necessary to determine if these recruitment activities were successful long term.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: ACRL Standards Committee

Charge/Tasks: Responsible for overseeing the development of standards and guidelines adopted and promoted by the Association.

Tasks:

- Monitors existing ACRL standards and guidelines and recommends revision or recession when appropriate to the ACRL Board.
- Recommends new standards or guidelines as needed.
- Assists units of ACRL in developing standards and guidelines.
- Maintains a manual of policies and procedures related to the development of standards within ACRL.
- Recommends to the ACRL Board the acceptability of proposed standards, guidelines, and related documents.
- Guides and monitors the solicitation of member comment on ACRL standards and guidelines through email distribution lists (listservs) before they are recommended to the ACRL Board.
- Holds or delegates the holding of open hearings on ACRL standards when this option for gathering member comments is employed.
- Recommends to the ACRL Board the acceptability of proposed translations of standards, guidelines, and related documents into languages other than English.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2017–18): Amanda Xu
- Incoming Chair (2018–19): Kim L. Eccles
- Incoming Vice-chair (2018–19): Mr. Willie Miller

- Incoming Board Liaison (2018–19): April D. Cunningham
- Staff Liaison: David Free

## **Submission information**

Year-end report written by: Amanda Xu

Work plan submitted by: Kim L. Eccles

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Reviewed standards and guidelines, as submitted, and either returned them for clarification or recommended them to the ACRL Board for approval or other action.
- Contacted divisions, task forces and/or committees regarding standards and guidelines that were due (or coming up) for review or revision in order to determine the status, plans, and progress for those revisions and offer guidance and help.

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

- Assigned standards due for a five-year review to committee members, who then contacted the relevant committee or task force chair to check on progress.

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

Reviewed standards and submitted them to the ACRL Board for approval :

1. Standardized Statistical Measures and Metrics for Public Services in Archival Repositories and Special Collections Libraries (Approved by the Board)
2. Standards for Libraries in Higher Education (Approved by the Board)
3. Guidelines for Primary Source Literacy (Approved by the Board)
4. Guidelines for Media Resources in Academic Libraries in Higher Education (Approved by the Board)
5. Academic Librarian Employment and Governance Systems (Approved by SC, and the existing three documents that were part of the governance package reaffirmed by the Board: Joint Statement on Faculty Status of College and University Librarians, Statement on the Certification and Licensing of Academic Librarians, and Statement on the Terminal Professional Degree for Academic Librarian)

In addition, committee members contacted their assigned liaison committee or task force chairs and reported on progress and estimated completion dates. They also continued to assist these groups by providing direction on and answering questions about the revision process.

## **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

1. All standards and guidelines are on a five-year cycle for review and revision
2. Standards associated with Academic Librarian Employment and Governance Systems as proposed by Status of Academic Librarians Standards and Guidelines Review Task Force are in particular interest to the Board who held its virtual meeting on April 3, 2018, reviewed the standards and recommended future direction for the revision of the standards
3. Standards associated with disciplinary information literacy frameworks are in development and ACRL Information Literacy Frameworks and Standards Committee (ILFSC) are working with members of the Anthropology and Sociology Section (ANSS), Education and Behavioral Sciences Section (EBSS) Instruction for Educators Committee, and Literatures in English Section (LES) Working Group to update the LES Research Competencies.
4. Guidelines for information literacy programs are under review by ACRL/IS Instruction Section Document Review Task Force
5. A number of ACRL/RBMS guidelines are either due for review or under review by new task force or RBMS Executive Committee

## **What worked well?**

*A brief bulleted list is suggested here*

1. SC members have worked well as a team in response to review requests from task forces or committees
2. Mentorship and support from ACRL Board Liaison, Staff Liaison, and Leadership
3. ALA Connect has facilitated the work of the committee and made it possible to have a repository for most of the committee's documents
4. Use Google docs to facilitate changes to tracking sheet

## **What could have worked better?**

*A brief bulleted list is suggested here*

It is still difficult to identify the appropriate contacts for standard/guidelines coming up for review.

## **How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

1. The process to review, respond and approve proposed standards often involved every committee member with diverse background. As a team, we recognize and equally value the perspectives of all people regardless of race, ethnicity, ability, class, religion, age, gender identity, sexual orientation or any other differentiating characteristic.

2. SC approval of the newly revised standards particularly Standards for Libraries in Higher Education and continuous contact with Diversity Standards Committee also demonstrated our commitment to equity, diversity, and inclusion within or beyond ACRL.

**What do you wish someone had told you before starting work on this committee?**

*Optional*

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

Working with David Free, ACRL Staff Liaison to the Standards Committee is rewarding. He is extremely helpful and serves as a great resource to the Chair and members. Further, the support received from the Board Liaison and ACRL leadership was very inspiring. Finally, the work of the Standards Committee, serving as the facilitator of communications between various groups and ultimately the ACRL Board in order to affect change as a result of updated guidelines (in some cases) was the most rewarding work to every SC member.

**Any other comments, recommendations, or suggestions?**

*Optional*

As previously mentioned, David Free has been very generous with his time and counsel. The newly appointed Chair/Vice Chair will look forward to his guidance.

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

A brief, straightforward, descriptive name is preferred.

Manage standards and guidelines processes for new and revised documents.

### Brief Description

A brief description of project.

Manage all standards and guidelines that are on a five-year cycle for review and revision.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.

**Description of connection to specific objective:** ACRL standards and guidelines provide useful tools for libraries in higher education to establishing individual goals for developing, maintaining and expanding collections, infrastructure, systems, services, personnel and facilities in alignment with areas of research, curricular faci, or institutional strengths, and meeting the diverse teaching and research needs of faculty and students.

- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☒ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

**Description of connection to specific objective:** ACRL standards and guidelines provide a framework to support libraries in engaging the complexities of providing services to diverse population and recruiting and maintaining a diverse library workforce.

#### ☒ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☒ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.

**Description of connection to specific objective:** ACRL standards and guidelines, particularly the information literacy guidelines in the various disciplines, provide useful outcomes and indicators for librarians to use as they work with faculty in setting, achieving and measuring institutional learning outcomes.

- ☒ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.

**Description of connection to specific objective:** ACRL standards and guidelines enable librarians to infuse information literacy concepts and skills into student learning so that college graduates who leave formal education to be professionals and hopefully lifelong learners.

- ☒ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

**Description of connection to specific objective:** ACRL standards and guidelines enable librarians to serve as coach, guide, and mentor as students navigate through the complex information ecosystem at different stages of their personal and cognitive development.

☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

☒ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☒ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.

**Description of connection to specific objective:** ACRL standards and guidelines, particularly guidelines for appointment, promotion, recruitment and tenure librarians with various statuses, serve as framework for leading and managing academic librarians in a strategic, proactive, consistent and measureable manner.

- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

☐ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

**Brief sentence connecting your project to the Plan**

*Briefly describe how activity matches above selection.*

Manage all standards and guidelines that are on a five-year cycle for review and revision with focus on the value and assessment of library services to higher education, particularly in regard to undergraduate education, and the management of special collections, increased impact of information literacy, and enabler for library workforce at all levels to effectively lead, manage, and embrace change.

**Timeline**

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Reach out to committee or task force for ACRL standards that are overdue for revision:			

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Information Literacy Standards for Science and Engineering/technology	Summer 2018 and ongoing to summer 2019	STS TF & ILSC	Amanda Nichols Hess
Research Competency Guidelines for Literatures in English		LES Planning Committee	
Political Science Research Competency Guidelines		LPSS & ILSC	
Psychology Literacy Information Standards		EBSS/Information Literacy Standards Committee	
Journalism Students and Professionals, Information Literacy Competency Standards for		EBSS Communication Studies	
Information Literacy Standards for Anthropology and Sociology Students		EBSS TF & ILSC	
Information Literacy Standards for Teacher Education		EBSS IE Committee & ILSC	
Visual Literacy Competency			

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Standards for Higher Education		ACRL Image Resources Group	
ACRL Code of Ethics for Special Collections Librarians		RBMS	Willie Miller
<b>Reach out to committee or task force for ACRL standards that are about to be reviewed for revision:</b>  Information Literacy Standards for Nursing  University Library Services to Undergraduate Students, Guidelines for  Collective Bargaining, Guidelines on	Fall 2018, and ongoing to summer 2019	Health Sciences Interest Group & ILSC  Undergraduate Librarians Discussion Group  Personnel Administrators & Staff Development DG	Amanda Nichols Hess  Scott Michael Sandberg  Willie Miller

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
<p><b>Reach out to committee or task force for newly developed ACRL standards:</b></p> <p>Information Literacy Standards for Social Work</p> <p>Information Literacy Standards for Women's Studies</p> <p>ACRL Framework for Academic Librarian Employment and Governance Systems</p>	Fall 2018, and ongoing to summer 2019	<p>EBSS &amp; ILSC</p> <p>WGSS &amp; ILSC</p> <p>Status of Academic Librarians Standards and Guidelines Review Task Force</p>	<p>Kari Janelle Garman</p> <p>Jennifer E. Steele</p> <p>Nancy Fawley</p>
<p><b>Review and respond to ACRL standards that are in the pipelines for review:</b></p> <p>Information Literacy Instruction, Objectives for: A Model Statement for Academic Librarians</p> <p>Access to Research Materials in Archives and Special Collections Libraries, ACRL-SAA Joint Statement</p>	Summer 2018, and ongoing to summer 2019	<p>IS &amp; ACRL Board</p> <p>RBMS</p>	<p>Amanda Nichols Hess</p> <p>Scott Michael Sandberg</p>

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Appointment, Promotion, and Tenure of Academic Librarians, A Guideline for		Status Committee [now defunct; consult ACRL Board]	Binh P. Le
Academic Librarians without Faculty Status, Guidelines for			
Faculty Status for Academic Librarians, Standards for			Nancy Fawley
Security and Theft in Special Collections, Guidelines Regarding		RBMS	Katherine Ott Quinnell
Interlibrary and Exhibition Loan of Special Collections Materials, Guidelines for		RBMS TF	
Instruction Programs in Academic Libraries, Guidelines for		IS	Ann Campion Riley
Characteristics of Programs of Information Literacy that Illustrate Best Practices: A Guideline		IS Exec Committee	
Diversity Standards: Cultural Competency for Academic Libraries			

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
		Racial & Ethnic Diversity Committee	Amanda Xu

### **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

Documents will be reviewed, revised, and approved within the five-year cycle. Reviews will be initiated at least a year before the review is due, and the reviews will be completed according to the review cycle. Standards and guidelines will then be as up-to-date as possible.



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Student Learning and Information Literacy

Charge/Tasks:

*To oversee and implement ACRL's Student Learning Initiative as described in the strategic plan. Work with the ACRL Board and other ACRL units to create a comprehensive approach to student learning and information literacy efforts including a) promote and facilitate professional development, publications, research, and advocacy related to information literacy and student learning; b) support the development of the ACRL student learning/information literacy website; and c) monitor and assess the effectiveness of the ACRL Student Learning Initiative.*

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Elizabeth Berman
- Incoming Chair (2018–19): Elizabeth Galoozis
- Incoming Vice-chair (2018–19): Nicole Brown
- Incoming Board Liaison (2018–19): Caroline Fuchs
- Staff Liaison: Mary Jane Petrowski

### Submission information

Year-end report written by: Elizabeth Berman & Elizabeth Galoozis

Work plan submitted by: Elizabeth Galoozis & Nicole Brown

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Three in-person discussions at ALA conferences:
  - ALA Midwinter Discussion Forum, *Not Just Another Frame: Diversity, Equity, and Inclusion in Information Literacy & Instructional Design*
  - ALA Annual Discussion Forum, *Where Do We Stand? The Accreditation Process and the Library*
  - ALA Annual Framework Update, *ACRL Striking the Match for Inspired Teaching*
- *Engaging with the ACRL Framework: A Catalyst for Exploring and Expanding Our Teaching Practices*, ACRL eLearning course in summer 2017; being offered again summer 2018.
- ACRL Webcast: *Intersections of Information Literacy and Scholarly Communications* for Open Access Week 2017
- ACRL Webinar: *A Discussion of Trilateral Collaborations between the Library, Writing Center, and Composition Instructors* presented on May 7, 2018.
- Support of two ACRL roadshows: *Engaging with the ACRL Framework* and *Intersections of Information Literacy and Scholarly Communications*.
- Six C&RL News Framework columns published:
  - Fisher, Zoe. "Facing the frames: Using the Framework as a guide for a credit-bearing information literacy course" *College & Research Libraries News* [Online], Volume 78 Number 7 (July/August 2017). <https://doi.org/10.5860/crln.78.7.354>
  - Berg, Bara. "Enhancing the assignment. Using the Framework for student learning and assessment in a Business Law class" *College & Research Libraries News* [Online], Volume 78 Number 9 (October 2017). <https://doi.org/10.5860/crln.78.9.502>
  - Russell, John, and Hensley, Merinda. "Beyond buttonology: Digital humanities, digital pedagogy, and the ACRL Framework" *College & Research Libraries News* [Online], Volume 78 Number 11 (December 2017). <https://doi.org/10.5860/crln.78.11.588>
  - Baer, Andrea. "It's all relative? Post-truth rhetoric, relativism, and teaching on "Authority as Constructed and Contextual"" *College & Research Libraries News* [Online], Volume 79 Number 2 (February 2018). <https://doi.org/10.5860/crln.79.2.72>
  - Baggett, Kevin, Connell, Virginia, and Thome, Allie. "Frame by frame: Using the ACRL Framework for Information Literacy to create a library assessment plan" *College & Research Libraries News* [Online], Volume 79 Number 4 (April 2018). <https://doi.org/10.5860/crln.79.4.186>
  - Van Hoya, Allan. "Who's left out of the conversation: The problem of marginalizing students in the scholarly conversation" *College & Research Libraries News* [Online], Volume 79 Number 6 (June 2018). <https://doi.org/10.5860/crln.79.6.318>

- Published interview with Carolyn Radcliff, Director of the Advisory Board for the Threshold Achievement Test for Information Literacy, published on the Framework WordPress website on May 30, 2018: <https://acrl.ala.org/framework/?p=412>
- Ongoing support for the ACRL Sandbox, the ACRL Framework Toolkit, and the acrlframe listserv.
- “Keeping Up With... Universal Design for Learning” and “Keeping Up With... Accreditation” both to be published in *C&RL News* in Fall 2018.
- *The Grounded Instruction Librarian: Participating in the Scholarship of Teaching and Learning* submitted for publication by ACRL.
- Improved collaborative relationships with several ACRL committees, including ACRL Standards Committee, ACRL Information Literacy Frameworks and Standards Committee, Instruction Section Publications Committee, and ACRL Immersion Program Committee.

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

The committee was organized into 8 project teams, who were each responsible for achieving committee objectives related to their project areas. These project teams include:

- Diversity and Inclusion in Instructional Design
- Framework Community
- Framework Professional Development
- Information Literacy Self-Studies for Institutional Accreditation
- Intersections of Information Literacy and Scholarly Communication
- Scholarship of Teaching and Learning
- Student Learning and Engagement
- Website Development

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

- Over 100 attendees for the three in-person forums at ALA Midwinter and ALA Annual.
- 34 attendees for ACRL eLearning course, *Engaging with the ACRL Framework: A Catalyst for Exploring and Expanding Our Teaching Practices*.
- 206 registered attendees for webinar *A Discussion of Trilateral Collaborations between the Library, Writing Center, and Composition Instructors*.
- 13 in-person and 1 online *Engaging with the ACRL Framework* roadshows complete, 4 more currently scheduled; overwhelmingly positive feedback from attendees.
- 7 in-person *Intersections of Information Literacy and Scholarly Communications* roadshows complete.
- 8,550 article views of the six published Perspectives on the Framework columns.

- 73 additional resources have been added to the ACRL Sandbox, and 92 new contributor accounts have been created. A new resource type, White Paper, has been added.
- ACRL Framework Toolkit is receiving an average of 1,100 visits per month.
- 2,079 subscribers to the acrlframe listserv.
- 51 authors submitted 24 chapters for *The Grounded Instruction Librarian: Participating in the Scholarship of Teaching and Learning*.
- 22,829 views of Student Learning and Information Literacy LibGuides.

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- SLILC website redesign.
- ACRL book proposal on Diversity, Equity & Inclusion in Instructional Design.
- Developing a communication and outreach plan for the ACRL Sandbox.
- *C&RL News* bi-monthly Framework column.
- Support for two ACRL Roadshows, especially around publicity and marketing: *Engaging with the ACRL Framework* and *Intersections of Information Literacy and Scholarly Communications*.
- Creation of an *Intersections* LibGuide that includes sections for roadshow's major areas of focus as well as sample learning experiences.
- Ongoing conversation about relationship between missions and work of SLILC and the Instruction Section.

### **What worked well?**

*A brief bulleted list is suggested here*

- Project Team structure with assigned team leads is ideal to disperse the work across the committee and ensure management and accountability for the projects.
- Assigning either the Chair or Vice Chair as the official liaison to each of the project teams allowed for clear lines of communication.
- Having a cross-cutting topic, the website design, unified the committee in terms of working towards a committee goal.
- Successful integration of the Framework Advisory Board into SLILC.

### **What could have worked better?**

*A brief bulleted list is suggested here*

- More consistent communication and support from ACRL Board Liaison and ACRL Staff Liaison.
- Two of the project teams were understaffed based on the number of projects articulated in the workloads.
- Two of the project teams were unable move the work of their projects forward largely due to competing commitments elsewhere.

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

- Diversity and Inclusion in Instructional Design project team held a discussion forum at ALA Midwinter, *Not Just Another Frame: Diversity, Equity, and Inclusion in Information Literacy & Instructional Design*, and are planning on a book proposal on this topic.

## 2018–19 Committee Work Plan

### Student Learning & Information Literacy

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measurable, Attainable, Realistic, and Timely or SMART**).

#### Activity/Project Name

Framework Resources

#### Brief Description

Support and sustain established resources (sandbox, discussion list, column, toolkit, news) for engaging with the ACRL *Framework for Information Literacy*. [Components of this project map to previous groups: Framework Community and Framework Professional Development]

#### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

##### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

#### Brief sentence connecting your project to the Plan

The resources in the Sandbox, discussion list, and toolkit support engagement and integration of the Framework on all levels — from specific learning activities to information literacy programs; the news and column showcase inspiring examples of real world solutions.

#### Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
<b>Sandbox</b> Invite specific Sandbox submissions in identified gap areas from sections, communities of interest, etc., including 2019 ACRL conference presentations  Analyze use of Sandbox (e.g. number of users, downloads, coverage and gaps, etc) and provide short reports.	Midwinter 2019   Midwinter & Annual 2019	Framework Resources Project Team; Instruction Section; Frameworks and Standards Committee; ACRL sections	Ellysa Cahoy and Donna Witek developed a communication and outreach plan to each out to leaders in ACRL sections.
<b>Discussion List</b> Moderate ACRLFRAME discussion list: <a href="http://lists.ala.org/sympa/info/acrlframe">http://lists.ala.org/sympa/info/acrlframe</a>  Analyze use of ACRLFRAME (e.g. number of subscribers; trends and issues in threads) and provide short reports	Ongoing   Midwinter & Annual 2019	Framework Resources Project Team	Information from Ray Pun who did this for 2017-2018.
<b>Toolkit</b> Assess the usage and content of the <a href="#">ACRL Framework for IL Toolkit</a>  Make recommendations for improvement based on findings.	Midwinter 2019   Annual 2019	Framework Resources Project Team	Sara Miller developed a Toolkit Sustainability Plan during the 2017-2018 year; Mary Jane Petrowski (for stats, logins, etc.)
<b>Framework Column</b> Solicit calls for submission and select proposals; work with authors as copy editor on bi-monthly <i>C&amp;RL News</i> Framework column.	Ongoing - Bimonthly schedule	Framework Resources Project Team	Consult with David Free (ACRL Editor); Consult with previous editor, Sara Holder, about process

<b>Framework News Website</b> Conduct interviews and publish to <a href="#">Framework News</a> website	Ongoing	Framework Resources Project Team; Consult with Discoverability of Resources Committee	David Free (as highest level admin on the Framework website)
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### Assessment: How will success be measured?

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

Usage statistics of Sandbox, Toolkit, Framework News website; ACRLFRAME subscribers and topics; published bi-monthly columns in *C&RL News*.

## Activity/Project Name

Conference Program Planning

## Brief Description

Work in tandem with other groups to develop SLILC-sponsored programming and events for Annual and Midwinter Conferences and potentially for the biannual ACRL Conference.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Having a dedicated group to plan conference programming will ensure relevant and timely programming that will promote meaningful engagement with ACRL members.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Develop SLILC Forum and "Framework Professional Development" sessions for ALA Midwinter 2019	Fall 2018	Conference Program Planning Project Team, Chairs	Deadlines from Elois Sharpe

Develop SLILC Forum and “Framework Professional Development” sessions for ALA Annual 2019	Late 2018	Conference Program Planning Project Team, Chairs	Deadlines from Elois Sharpe
Brainstorm SLILC Forum and “Framework Professional Development” sessions for ALA Midwinter 2020	Gather feedback at Annual meeting in 2019	Conference Program Planning Project Team, Chairs	Deadlines from Elois Sharpe
Explore feasibility for SLILC session at ACRL 2019.	Midwinter 2019	Conference Program Planning Project Team, Chairs	
Create “Conference Checklists” to document the process of putting on conference programs for SLILC.	Midwinter 2019, share draft	Conference Program Planning Project Team, Chairs; Coordinate with Discoverability of Committee Resources Team	ACRL staff

### **Assessment: How will success be measured?**

Program attendance and participant feedback.

**Activity/Project Name**

## Discoverability of Committee Resources

### Brief Description

Restructure the committee's web presence, create a plan for maintaining its resources, and evaluate existing resources for inclusiveness.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Simplifying the structure of SLILC's web presence and ensuring it is up to date will enable librarians to more easily find and utilize SLILC's resources, in particular its website, bibliographies, and events calendar.

### Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

### Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Create new website for SLILC according to <a href="#">plan developed by previous project team and Chairs</a> ; determine what belongs on public-facing SLILC website, what belongs on ALA Connect, what belongs in Google Drive	Midwinter 2019	Discoverability of Committee Resources Project Team	Support from ACRL/ALA technology staff

Determine communication plan with stakeholders about new website	Midwinter 2019	Discoverability of Committee Resources Project Team, Chairs, full committee (at Midwinter)	ACRL staff and board liaisons
Create and maintain calendar of events if deemed necessary apart from other calendars (e.g., ACRL, Instruction Section)	Midwinter 2019	Discoverability of Committee Resources Project Team	Support from ACRL/ALA technology staff
Create Zotero group for SLILC; save login and password for future committee members; migrate group Zotero bibliographies to SLILC group	Midwinter 2019	Discoverability of Committee Resources Project Team	Consider purchasing storage upgrade (\$120 for unlimited storage)
Migrate content from Spotlight on Scholarship ( <a href="http://acrl.ala.org/framework/?cat=17">http://acrl.ala.org/framework/?cat=17</a> ); archive any important additional content	Annual 2019	Discoverability of Committee Resources Project Team	Support from ACRL/ALA technology staff
Unpublish <a href="http://acrl.ala.org/framework/">http://acrl.ala.org/framework/</a> ; redirect to new homepage	Annual 2019		Support from ACRL/ALA technology staff

### **Assessment: How will success be measured?**

Successful publication of a new SLILC website that ensures easy discoverability of committee resources.

## Activity/Project Name

Professional Development for Student Learning & Information Literacy

## Brief Description

Support and sustain professional development for librarians around student learning and information literacy through: ACRL Roadshows (e.g. Intersections of Scholarly Communication & Information Literacy, Engaging with the Framework); connection with existing professional development programs (e.g., Immersion); and creation of web-based learning opportunities (e.g. webinars and e-courses). This team also supports the development of new resources to support and promote professional learning about issues and trends related to the student learning and information literacy. [Components of this project maps to previous groups: Intersections, Framework Professional Development]

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

This project will sustain connections among disparate professional development opportunities related to student learning and information literacy.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Coordinate curriculum and expectations for the <i>Intersections</i> curriculum team with regular communication on road show events; review feedback and assessment post-events and develop strategies for best practices.	Ongoing	Professional Development for Student Learning & IL Project Team	Information from 2017-2018 Intersections project team & Maryam Fakouri
Coordinate curriculum and expectations for the <i>Engaging with the ACRL Framework</i> curriculum team with regular communication on road show events; review feedback and assessment post-events and develop strategies for best practices.	Ongoing	Professional Development for Student Learning & IL Project Team	Current faculty on <i>Engaging with the ACRL Framework</i> team
Develop plan for vertically integrated curriculum around the SLILC topics (the <i>Framework</i> , instructional and curricular design, etc.) that includes free webinars, DIY workshops, AND for-fee eLearning courses.	Annual 2019	Professional Development for Student Learning & IL Project Team	Support from Elois Sharpe and Margot Conahan
Initiate a conversation with the Immersion faculty about the <i>Framework</i> and ways SLILC can support Immersion.	Midwinter 2019	Strategic Partnerships in Higher Education Project Team	Immersion structure/leadership info from ACRL; Previous work from Elyssa Cahoy and Sheila Stoeckel

Publicize and market professional development programs, roadshows, etc..	Ongoing	Professional Development for Student Learning & IL Project Team	Support from ACRL Program Officer Chase Ollis
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### **Assessment: How will success be measured?**

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

Clear curricula for roadshows; high demand for Roadshows and webinars; positive participant feedback.

## Activity/Project Name

Strategic Partnerships in Higher Education

## Brief Description

Create and/or strengthen relationships with other higher education associations and standards, including institutional accreditation bodies, and provide resources for librarians to benefit from these relationships.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Ensuring SLILC does not work in a vacuum, this project will align our work on student learning with associations and standards that carry weight with individual institutions of higher education.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: 2022)

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
<b>Accreditation</b> Provide models or guidelines for IL self-studies for accreditation	Midwinter 2019	Strategic Partnerships in Higher Education Project Team	Work from last year's group, led by Cara Berg.
<b>Internal Connections</b> Engage in dialogue with other ACRL units (e.g. sections, communities of interest) that intersect with student learning and information literacy to understand specific needs of these populations and gaps in support student learning.	Midwinter 2019	Strategic Partnerships in Higher Education Project Team	Last year's Framework Community Work Plan Final Report; Merinda Hensley, IS Chair
Work with ACRL Liaison Assembly to revise Information Literacy talking points ( <a href="http://acrl.libguides.com/c.php?g=452958&amp;p=3094030">http://acrl.libguides.com/c.php?g=452958&amp;p=3094030</a> ), which are used by <a href="#">ACRL reps</a> to 17 higher ed associations.	Midwinter 2019	Strategic Partnerships in Higher Education Project Team	
<b>External Connections</b> Identify relevant higher education organizations for SLILC to forge relationships with (e.g. EDUCAUSE, NSSE...) perhaps via the ACRL Liaison Assembly	Midwinter 2019	Strategic Partnerships in Higher Education	

		Project Team	
<b>External Connections</b> Make recommendations for forging relationships with relevant higher education organizations by mapping missions to SLILC Goals.	June 2019	Strategic Partnerships in Higher Education Project Team	

### Assessment: How will success be measured?

*Assess the impact of the entire project rather than the specific actions listed above. A sentence or brief paragraph is adequate. (e.g., what indicators will be used, what tools will be used to collect data, and what targets will indicate success)*

Accreditation connections to information literacy will be clearly articulated; internal and external relationships will be forged; plans for partnerships will be made.

### Activity/Project Name

Curricular Design and Sustainability

### Brief Description

Create resources and programming to support connections to and sustainable information literacy integration with curricula and curricular initiatives at individual institutions. (e.g., through curriculum mapping, resources for communication, etc.)

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

**Brief sentence connecting your project to the Plan**

This project explicitly supports the third objective of SLILC.

**Timeline**☒ **continuous project assigned in charge**

- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Gather resources on curriculum mapping and other work on strategic curricular integration of information literacy	Midwinter 2019	Curricular Design and Sustainability Project Team	Draw from and link to <a href="#">Framework Toolkit</a>
Publish bibliography of resources	Spring 2019	Curricular Design and Sustainability Project Team	
Develop guidelines and best practices for strategic curricular integration of information literacy (draft for review)	ALA Midwinter 2020	Curricular Design and Sustainability Project Team; all committee members	Coordination with <a href="#">IL Frameworks &amp; Standards Committee</a> processes and workflows.
Publish guidelines and best practices for strategic curricular integration of information literacy	ALA Annual 2020	Curricular Design and Sustainability Project Team; all committee members	

**Assessment: How will success be measured?**

Progress toward guidelines and best practices for strategic curricular integration of IL will be made. Positive feedback from librarians using these guidelines and best practices (to be sought in subsequent years).

## Activity/Project Name

Assessment of Student Learning

## Brief Description

Support libraries in effectively assessing student learning, and in engaging in conversations about the implications of assessment initiatives. [Components of this project map to previous group: Student Learning and Engagement]

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

While the Value of Academic Libraries accomplishes this goal in part, this project will focus specifically on supporting assessment initiatives of *student learning*, and of structuring initiatives in a way that takes issues of critical pedagogy, privacy, and asset-based teaching and learning into account.

## Timeline

- ☐ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date including assessment: 2024)

**Outline the steps and intermediate deadlines planned to complete the project.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Gather resources on program-level models of meaningful assessment of student learning*	Midwinter 2019	Assessment of Student Learning project team	
Publish bibliography to SLILC Zotero account.	Annual 2019	Assessment of Student Learning project team	Coordinate with Discoverability of Committee Resources Team
Develop guidelines and best practices for libraries to adopt program-level models of meaningful assessment of student learning (draft for review)	Annual 2020	Assessment of Student Learning project team, Chair	Editing guidance from ACRL
Publish guidelines and best practices for libraries to adopt program-level models of meaningful assessment of student learning	December 2020	Assessment of Student Learning project team, Chair	Editing guidance from ACRL

\*For example, ethnographic approaches like that of Donna Lanclos and Andrew Asher, and other models and approaches that go beyond what is “easy to measure,” as outlined in Karen Nicholson’s address [“The Value Agenda’: Negotiating a Path Between Compliance and Critical Practice.”](#)

### **Assessment: How will success be measured?**

Positive feedback from librarians using these guidelines and best practices (to be sought in subsequent years).

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## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Value of Academic Libraries

**Charge/Tasks:** To oversee and coordinate ACRL's Value of Academic Libraries Initiative as described in the strategic plan; work with the ACRL Board and other ACRL units in creating a comprehensive effort including coalition building, professional development, publications, research, advocacy, and consultation services and in developing the ACRL Value website; and monitor and assess the effectiveness of the Value Initiative.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Alan Carbery
- Incoming Chair (2018–19): Holly Mercer
- Incoming Vice-chair (2018–19): Jill Becker
- Incoming Board Liaison (2018–19): Emily Daly
- Staff Liaison: Sara Goek, Kara Malenfant

### Submission information

Year-end report written by: Alan Carbery

Work plan submitted by: Holly Mercer

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

- *Publication of the ACRL/OCLC action-oriented research agenda, and the accompanying data visualization component in September 2017*
- *Promotion of Academic Library Impact: improving practice and essential areas to research (Research Agenda)*
- *Awarding of mini-research grants (\$3000 each, to value of \$20,000 total) to carry out research based on the outcomes of the research agenda*
- *Update of the Visualizing Academic Library Impact: The ACRL/OCLC Literature Analysis to include 2017 publications.*
- *Travel Scholarships (\$10,000 total) for library workers to share research findings on academic library impact projects at higher education conferences*
- *In-depth conversation around the potential re-branding of the VAL committee (which was subsequently deferred).*

### **How did you go about getting them done?**

- *Carried out a specific conference call with new committee members in July 2017, outlining the on-going work of the VAL committee, and encouraging them to engage in existing and upcoming projects*
- *Operated a “sub-group” approach to the entire committee’s work-plan – assigning committee members to specific projects*
- *Routine check-in during our committee calls every six weeks*

### **What were the relevant results for your projects?**

- *Webinar on the publication of the Academic Library Impact research agenda delivered in Fall 2017*
- *Research Agenda prompted through the Update on VAL initiative at Midwinter 2017*
- *Abstract submitted and round-table discussion delivered at the AAC&U conference in January 2018*
- *Abstract submitted for EDUCAUSE conference in November 2018*
- *Workshop proposal submitted and invitation received for Library Assessment Conference in Fall 2018*
- *Webinar delivered on the research grants application process*
- *Application process for awarding of research grants devised, call placed, and eight grants awarded.*
- *51 publication citations from 2017 added to the Visualizing Academic Library Impact Literature Dashboard.*
- *Application process for awarding of travel scholarships, call placed, and six travel scholarships awarded*
- *Application for scholarships for 2018 opened*

### **Are any 2017–18 projects ongoing?**

- *Advocacy Toolkit through LibGuides in development*
- *Marketing/Promotion around the usage of the research agenda*
- *Programming showcasing libraries contributions towards equity, access, diversity & inclusion.*

**What worked well?**

- *The “sub-group” approach seemed to work well (as long as there was an assigned or natural leader for each sub-group assuming responsibility for progressing the work)*
- *The committee members appear engaged and enthused in the current work-plan and projects, as well as the overall VAL initiative*
- *Many of our achievements are as a direct result of the support and leadership of the Mellon/ACLS Public Fellow.*

**What could have worked better?**

*The resignation of the vice-chair early in the year, and the subsequent challenge in finding a replacement was difficult. This meant that we haven’t achieved all of the intended outcomes from the 2017-2018 work-plan. The Board may wish to consider succession planning as it relates to the goal area committees.*

*The absence of a vice-chair for most of year meant that I was the touchpoint for all VAL committee subgroups. Naturally, as a result of this, some subgroups lacked the high-touch leadership they needed to move their projects along.*

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

- *Committee membership expanded to include a more diverse population (including community colleges)*
- *Awarding of research grants included a diverse pool of recipients (geographic, classification, etc)*
- *Awarding of travel scholarships allowed members to travel to higher education conferences – the application process told us the importance of this funding in an otherwise cost-prohibitive environment.*
- *The committee is currently developing programming to demonstrate how academic libraries contribute towards the success of their institutions advance issues of equity, access, diversity and inclusion.*

**What do you wish someone had told you before starting work on this committee?**

N/A

**What made this work most rewarding (observations/comments/accolades)?**

*I found the publication of the research agenda particularly rewarding this year – this is a project that has been years in preparation – since around the time I joined the VAL Committee. I am also extremely grateful to the Board for their approval of the funds to support the research grants and the travel scholarships initiatives. It’s incredibly rewarding to lead the VAL committee as they granted numerous scholarships and research grants related to the impact of academic libraries.*

**Any other comments, recommendations, or suggestions?**

*I’m extremely grateful to Kara Malenfant, Staff Liaison, and Emily Daly, Board Liaison for their support right throughout the year. Their encouragement and guidance, particularly after the resignation of the vice-chair, helped ensure that the committee continued to function in a productive manner. I am particularly grateful for the stellar efforts of Sara Goek, ACRL Program Manager and Mellon/ACLS Public Fellow. Sara’s work this year has been invaluable to the VAL initiative, and she was instrumental in much of the success of our committee this year.*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measurable, Attainable, Realistic, and Timely or SMART**).

### 1. Activity/Project Name

Promote the Research Agenda.

### Brief Description

The ACRL/OCLC action-oriented agenda, along with the accompanying data visualization component, was published in 2017. The VAL committee should plan and carry out a targeted promotional campaign to engage librarians with the research agenda.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☒ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The research agenda addresses VAL's first objective to articulate a research agenda that communicates the value of academic and research libraries, and is integral to VAL's overall goal of libraries demonstrating their alignment with, and impact on institutional outcomes.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
-----------------	----------	-------------------	--

Deliver practicum at Library Assessment Conference in Houston, Dec. 2018	December 2018	Holly Mercer, Lynn Connaway, Jill Becker	Travel, conference attendance and accommodation reimbursement
Promote the research agenda by developing and delivering a “getting started with” or “engaging with” the research agenda through a webinar, ACRL insider, or other ACRL venues as appropriate	Fall 2018	new VAL working group	Access to ACRL’s webinar hosting software  Logistical support from ACRL Insider
Highlight innovative projects based on the research agenda	June 2019	VAL members	

### **Assessment: How will success be measured?**

Acceptance and delivery of presentations/workshops at conferences. Identification of new research projects based on the agenda. Metrics regarding number of viewers of webinars, assessment of those programs.

## 2. Activity/Project Name

Library impact grants for practitioner-scholars

### Brief Description

Library impact grants for practitioner-scholars to conduct research based on questions identified by the action-oriented research agenda.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☒ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Providing supports to practitioners to carry out research on the main themes identified in the research agenda allows practitioners to explore how they impact institutional outcomes.

### Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Plan ACRL 2019 session for grant recipients to share their work	Fall 2018	VAL working group & grant recipients	Logistical support

Identify and review applicants for FY2020 grants based on criteria and procedures developed in 2017-18.	Spring 2019	VAL working group (Jill Becker, Jill Sodt, Shawn Calhoun, Holt Zaugg)	Logistical support from Mellon/ACLS Fellow, Sara Goek  Funding for mini-grants
Target outreach to community college librarians to encourage their applications	Spring 2019	VAL working group	
Develop a special issue of C&RL with contributions from FY2019 grant recipients	Summer 2019	VAL Chair and VAL Vice-chair, with members of a VAL Research Grants working group	Support from C&RL editor, Wendi Kaspar
Highlight innovative projects based on the research agenda	2019-2020	VAL working group	

**Assessment: How will success be measured?**

Number of applicants seeking funding; increased participation from community college librarians; publication of research outcomes in C&RL

### 3. Activity/Project Name

Updating the Research Agenda Dashboard/Data Visualization Component

#### Brief Description

The ACRL/OCLC research agenda includes a data visualization component that practitioners may use to identify and visualize key trends in literature regarding the value of academic libraries.

#### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

##### ☒ Value of Academic Libraries

- ☒ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

#### Brief sentence connecting your project to the Plan

Keeping the literature up-to-date in the visualization component will allow practitioners to make use of the research agenda as an important tool for exploring how their libraries affect institutional outcomes.

#### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

#### Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Update content within the data visualization component through 2018	June 2019	VAL working group	Administrator privileges to the data visualization component
Promote, monitor use and impact of the data visualization component	Spring 2019	VAL working group	

#### Assessment: How will success be measured?

Addition of citations through 2018; Cost/benefit or development of assessment measures for adding citations to the visualization tool;

## 4. Activity/Project Name

Empower local academic library advocacy

### Brief Description

Develop a spectrum of resources that supports academic librarians in conducting advocacy efforts built on Value concepts and research findings.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

The research cultivated by the Value committee's efforts needs to be activated into advocacy for academic libraries, both at the national level and local level. This project develops resources to empower librarians to conduct Value-based advocacy efforts at their institutions.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Re-evaluate, and sunset if warranted, the Valuography given the data visualization component of the Research Agenda,	December 2018	VAL working group	

Develop a toolkit of advocacy resources including, but not limited to: LibGuide page  Refresh of existing website ( <a href="http://www.ala.org/acrl/issues/value/valueofacademiclibrariestoolkit">http://www.ala.org/acrl/issues/value/valueofacademiclibrariestoolkit</a> )  Poster kits  Statement of Academic Library Value	Spring 2019	VAL working group	access to update LibGuide, website  Funds for printing posters, graphic design
Create and implement a Value-based advocacy marketing and communication plan	Spring 2019	VAL working group	

**Assessment: How will success be measured?**

Usage of online resources; reach of advocacy tools

## 5. Activity/Project Name

Travel grants

### Brief Description

Directly engage in advocacy efforts built on Value concepts and research findings at the national level by providing financial support for librarians to present on their work at higher education conferences.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

This project enables the VAL committee to empower practitioner-librarians to engage in national advocacy and to share their successes with the higher education community.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Solicit applications for travel grants to practitioners to share research findings based on key outcomes of the research agenda with	Fall 2018 and Spring 2019	VAL working group	Logistical support

targeted higher education associations			
Identify and review applicants for travel grants	Fall and Spring 2019	VAL working group	Logistical support
Request travel grant recipients share their experiences via VAL blog or other medium	Spring 2019	VAL chair and vice-chair	
Explore the feasibility of continuing to offer the ACRL/VAL travel scholarships in 2019-20	Spring 2019	VAL Chair and Vice-Chair, with members of working group	Logistical support from staff  May need additional funds from the Board to continue

**Assessment: How will success be measured?**

Number of applicants, number of grants awarded, diversity of presentation venues, quality of research

## 6. Activity/Project Name

Programming showcasing libraries' contributions to equity, access, diversity, and inclusion in higher education

### Brief Description

Develop a suite of programming opportunities including, but not limited to, webinars, blog posts and conference presentations, showcasing initiatives that libraries have undertaken to advance issues of equity, access, diversity, and inclusion.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☒ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☒ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☒ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

Developing programming will highlight existing initiatives that some libraries are carrying out, while also serving as a case study for libraries wishing to engage in this value-type research. This project directly connects to the fourth objective of the VAL goal area.

### Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

### Outline the steps and intermediate deadlines planned to complete the project.

*(add rows as needed)*

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed</b> (e.g., financial*, technology, staff support)
Form and charge a VAL committee working group with developing a plan for programming within the 12-month time frame.	August 2018	Holly Mercer	
Plan, solicit, and select presentations that showcase what libraries are doing to promote their institutions' EDI goals	Midwinter 2019	VAL working group	
Organize and deliver a series of e-learning/webinar programs, as identified in the previous specific action	Spring 2019	VAL working group	Logistical/technical support (e.g., promotion, registration, Zoom, etc.)
Brainstorm and ideate a multi-year programming development program	June 2019	VAL working group	May need to request funds for future years

## Assessment: How will success be measured?

Number of registrations, feedback on the series; creation of programming



## Division-level Committee Year-end Report and Work Plan Template

### Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Chapters Council

Charge/Tasks: The mission of ACRL chapters council is to serve as a conduit for information and communication between ACRL national and its chapters, and to promote membership of ACRL national. The goals of chapters council are: to support the goals and initiatives of ACRL national; to facilitate communication between ACRL members and ACRL leadership; to encourage and support ACRL chapters goals and initiatives; to build membership of ACRL at the national and chapter levels.

### Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2017–18 roster information.

- Current Chair (2017–18): Rachel M. Minkin
- Incoming Chair (2018–19): Edward J. Rock
- Incoming Vice-chair (2018–19): Lisa T. Nickel
- Incoming Board Liaison (2018–19): Lauren Pressley
- Staff Liaison: Mariel Colbert

### Submission information

Year-end report written by: Rachel M. Minkin

Work plan submitted by: Edward J. Rock

## 2017–18 Year-end Committee Report

*This report will be included in the Committee's official record of activities maintained by the ACRL staff.*

### **What were the major projects/activities accomplished by your committee in the 2017–18 membership year?**

*A brief bulleted list is suggested here; reference 2017–18 work plan projects*

- Virtual Orientation and Communicating with New Members.
- Produce Chapter Topics Newsletter

### **How did you go about getting them done?**

*A brief bulleted list is suggested (correspond bullets to those above)*

#### Orientation/ Communication

- Evaluated previous virtual orientation and reused
- Sent our regular emails from chair

#### Chapter Topics Newsletter

- Recruited two 3-yr LibGuide administrators who designed populated Chapters guide, created templates for any state chapters interested in use
- Topics editor revamped submission process to make it competitive
- Frequent meetings between editor, libguide admins and chair

### **What were the relevant results for your projects?**

*A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).*

*Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)*

Chapter Topics Newsletter is just a small part of the larger ACRL libguide administration. Topics Newsletter is available with links to previous pdf version.

<https://acrlchapters.libguides.com/Topics>

### **Are any 2017–18 projects ongoing?**

*A brief bulleted list is suggested here*

- LibGuide administration
- Chapters Topics Newsletter

**What worked well?**

*A brief bulleted list is suggested here*

Small task groups working on LibGuides worked well. Suggest continuing use of small task groups.

**What could have worked better?**

*A brief bulleted list is suggested here*

- Pushing out information to state chapters NOT sending participating in Chapters Council.
- Explicitly stating the value of Chapters Council and why participation is important

**How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

*A brief bulleted list is suggested here*

Explicitly state that in-person attendance is not required to be on committee

Allows librarians across all economic levels to participate, regardless of institution type and finances

Committed to ALA Ecosystem, highlighting advocacy at the state level in support of public and school libraries in our home states

**What do you wish someone had told you before starting work on this committee?**

*Optional*

When I first began, I thought in-person attendance was required. I also didn't know that I'd be ex officio on other committees.

**What made this work most rewarding (observations/comments/accolades)?**

*Optional*

Network/ friendships. This group was my entre into ACRL.

**Any other comments, recommendations, or suggestions?**

*Optional*

## 2018–19 Committee Work Plan

**Note:** Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

### Activity/Project Name

Have ACRL Chapters Council work better with ALA Chapters Forum.

### Brief Description

How ACRL Chapters Council and the Chapters fit in with the whole Library Ecosystem (term via Jim Neal.) Past Chair Rachel Minkin represented CC at an ALA Chapter Leaders Forum meeting at Annual 2018 to begin the dialog.

### Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

#### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

#### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

#### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

#### ☒ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

#### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

#### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

### Brief sentence connecting your project to the Plan

ACRL Chapters Council seeks to improve relations with ALA Chapters Leaders Forum in a mutually beneficial way within the new ALA ecosystem.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

## Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Follow-up past CC Chair Rachel's conversations with Michael Dowling for more official wording, the how, what and why	December 1, 2018	Current CC Chair Ed	
Arrange for Chapters Council Agenda time at ALA MW and Annual Chapter Leader Forums	December 31, 2018	CC Executive Committee Member, as designated	
Initiative reported on in upcoming Chapter Topics Newsletter	February 2019	Chapter Topics Editor	
Collection of success "Best Practices"/areas for improvement for Year-end Report	May/June 2019	CC Executive Committee Member, as designated	

## Assessment: How will success be measured?

- Do Chapters Council and Chapter Leaders Forum know how to connect with each other?
- Do these constituents know the benefits of cooperation?
- Information gathered from both groups on how often in contact, by what means, to what benefit.

## Activity/Project Name

Making ACRL Chapters Council meetings more accessible in terms of representation and time/place availability.

## Brief Description

ACRL Chapters Council is concerned about diversity/equity/inclusion at meetings. We are having difficulty getting state chapter leadership involved in Chapters Council unless they attend in person at conferences.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

### ☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☒ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

When the Chapters Council Work Group meetings at both Midwinter and Annual are virtual via meeting software there will be more diversity and inclusiveness of opinions, as well as of members.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Plan CC Work Group virtual meetings via Zoom for both Midwinter & Annual that would be held close to time (before & after) of in-person CC meetings at both those conferences	December 1, 2018	CC Executive Committee	
Make arrangements for virtual meeting software (i.e. Zoom or other)	December 2018	Current CC Chair Ed & Incoming CC Chair Lisa	
Initiative reported on in upcoming Chapter Topics Newsletter	January/May 2019	Chapter Topics Editor	
Collection of success “Best Practices”/areas for improvement for Year-end Report	May/June 2019	CC Executive Committee Member, as designated	

**Assessment: How will success be measured?**

- How many more Chapters/members are now participating virtually rather than formerly as only in-person?
- Do Chapter constituents know the benefits of participating virtually?
- Information gathered from virtual, as well as in-person, attendees on the benefits/areas for improvement.

## Activity/Project Name

Survey of ACRL Chapters Council members of ways that would help to transform ALA.

## Brief Description

With survey results, help the ALA Organizational Effectiveness/Governance Review steering committee chaired by Lessa Kanani'opua Pelayo-Lozada (Palos Verdes Library District - member of the ALA Executive Board) with formal feedback from our Chapters members.

## Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

### ☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

### ☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

### ☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

### ☒ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

### ☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

### ☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

## Brief sentence connecting your project to the Plan

Critical at this time to get feedback from all ALA Divisions and constituents like ACRL Chapters Council on future of ALA and the new ecosystem.

## Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: \_\_\_\_\_)

*Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.*

**Outline the steps and intermediate deadlines planned to complete the project.**

<b>Specific Action</b>	<b>Due Date</b>	<b>Party Responsible</b>	<b>Resources Needed (e.g., financial*, technology, staff support)</b>
Gather survey questions and create survey instrument.	December 2018/January 2019	CC Executive Committee	
Discuss survey questions Work Group Midwinter meeting/other virtual meetings	January 2019	CC Executive Committee	
Implement survey to CC members	February-March 2019	CC Executive Committee	
Prepare survey results report to send to ALA	April 2019	Current CC Chair Ed & Incoming CC Chair Lisa	
Collection of success “Best Practices”/areas for improvement for Year-end Report	May/June 2019	CC Executive Committee Member, as designated	

**Assessment: How will success be measured?**

- Survey results are made available for review.
- Chapter constituents will have another way to participate virtually and have voices heard .
- Information gathered from virtual, as well as in-person, attendees on the benefit.

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