

MILEX Meeting – January 12, 2019

10:00 am to 3:00 pm

Loyola University Maryland Columbia Campus, Columbia MD

Present: Jill Burke, Melissa D'Agostino, Gina Calia-Lotz, Sarah Crest, Sarah Gilchrist, Jennie Ray, Lisa Sweeney, Brandy Whitlock, Michael Macan, Sharon Casey, Chris Drolsum, Mike Houck, Sharon Sledge, Gwynneth Anderson, Marianne Sade, Robert Miller,

July 13th and November 15th Minutes

The meeting minutes were approved with one change. The secretary will add Mike Macaw to the November attendees.

Treasury Update:

See attached full report.

Fall Workshop Evaluations

See attached information to get the data. Discussion: Nicole Cook was recommended as the as a possible speaker for our Spring workshop. We need to balance both workshops and discussions.

Policy on Emeritus & Retired member status

Discussion about why can retired members only vote on issues that affect them? Things that impact active members may not impact retirees.

“Retired members are only eligible to vote on issues pertaining mainly or solely to retired members.”

Passed unanimously. Retirees will get a ribbon to add to their name tag when attending conferences.

Spring Conference: CRT in Librarianship

Jordan Sly is chairing the committee. Discussion on who to get for the speaker and type of workshop/presentations. A good idea to get people w/intersectionality or CRT training to act as facilitator/moderator for peer review. There is a U.M. conference for inclusion, diversity, etc. which might be good. Are we evaluating lesson plans for concepts? If so, we need people who know how to evaluate the plans. Can we pull them for speakers? Maybe a crash course on UDL, then look at the lesson plans to see where we can infuse these ideas?

Date of 4/25 was chosen but later was decided that we need to be flexible depending on chosen speaker's schedule. So 4/25 or 4/26 will be chosen.

Was recommended that we take a break from the peer review style of conference, although having that structure helped us to have the conversations we wanted. Perhaps presentations with a reflection time built into them. We do want breakouts to different sessions.

Perhaps an interactive part and ask people to bring back things from ACRL. Sessions that recognize our strengths & what we learned at ACRL, what to apply.

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Lunch – perhaps tables with topics to be discussed at each table. “Sit here for UDL concerns” etc.

Sarah Gilchrist is presenting a workshop at ACRL on idea sparks. She will do a reprisal. Format will be keynote and sessions. Would like to repeat breakout sessions so people can go to the ones they want.

Keynote speaker ideas – can get CCBC people? Should be flexible about the date 4/25 or 4/26. Jill will give Gina contact information for the CCBC people. Others to consider are Ashley Coran from U. MD. She is part of the CLTC.

We do have a \$500 honorarium cap and \$1000 cap on travel. We will use the USMF foundation account so we can spend out all the money.

Maybe panels that are not librarians. One person Jordan mentioned is an archivist. The committee will look at all of them and decide on who to ask.

Call for breakout sessions will be late January or early February.

Last spring’s conference cost about \$1900 including keynote and folders, but it earned \$2685. 2008 conference the author charged \$75. And the 2016 partnership with ACRL brought in \$4448 which was split 65%/35%.

Decided to save peer review format for another time.

Another item: June meeting and mini-program for 6/14. Ideas for mini-program included changing populations on our campuses? Age related? Second career? Adult learners who are different than our regular students. This was decided as the topic and Sarah Crest volunteered to lead the discussion with some talking points.

Elections will be at the June meeting. Future officers who want to run tell Gina. After Spring conference send her an email. July meeting do we want to have it at Salisbury? We decided to go to a different locale in the Baltimore area.

Melissa D’Agostino brought up questions about changing the web site. It was decided to merge the Past events and the meetings pages into one page.

Meeting adjourned at 2:40



MILEX Semi-Annual Treasurer's Report – January 2019

Sarah Burns Gilchrist, Treasurer, MILEX

M&T Checking	\$5659.34
M&T Savings	\$100.42
PayPal	\$33.93
UMSF Foundation	\$1751.73
TOTAL	\$7545.42

Branded Material: **\$1156.20**

- 329 Bags at \$2.24 each = \$736.96
- 485 Pens at \$0.54 each = \$261.90
- 232 Notepads at \$0.62 each = \$143.84
- 10 Folders at \$1.35 each = \$13.50*¹

Grand Total of Assets: **\$8701.62**

Notable Issues since our annual report:

- June 30, 2018, I filed our annual tax return with the IRS for 2017-2018.
- August 13, 2018, I paid JanWay for MILEX swag at a total of \$787.50.
- August 16, 2018, I mailed our reimbursement request for conference expenses from the July 2017 event and April 2018 event to the USM Foundation at a cost of \$17.83.
- September 5, 2018, USM Foundation refunded \$1395.86 for the July 2017 event and \$1866.35 for the April 2018 event for a total of \$3262.21
- On November 28, 2018, Melissa D-Agostino renewed our subscription with Omnis Network for milexmd.org for a cost of \$13.95.
- January 10, 2019, I ordered swag storage containers from The Container Store at a total cost of \$74.13

Membership patterns:

- 2016-2017 – 31 members total; 19 did not renew for 2017-2018
- 2017-2018 – 40 members total; 15 did not renew for 2018-2019
- 2018-2019 – 42 members total

Conference Costs:

- November 15, 2018 –
 “Negotiating Assignment Design & Learning Outcomes for Faculty and Librarians”
 - Spent \$915.65
 - Panera – Breakfast: \$373.45
 - Panera – Lunch: \$642.20
 - Panera – Refund: -\$100.00
 - Earned \$305.00
 - Total revenue: \$-610.65

¹ Does not include ~150 MILEX Folders stored with Gina Calia-Lotz

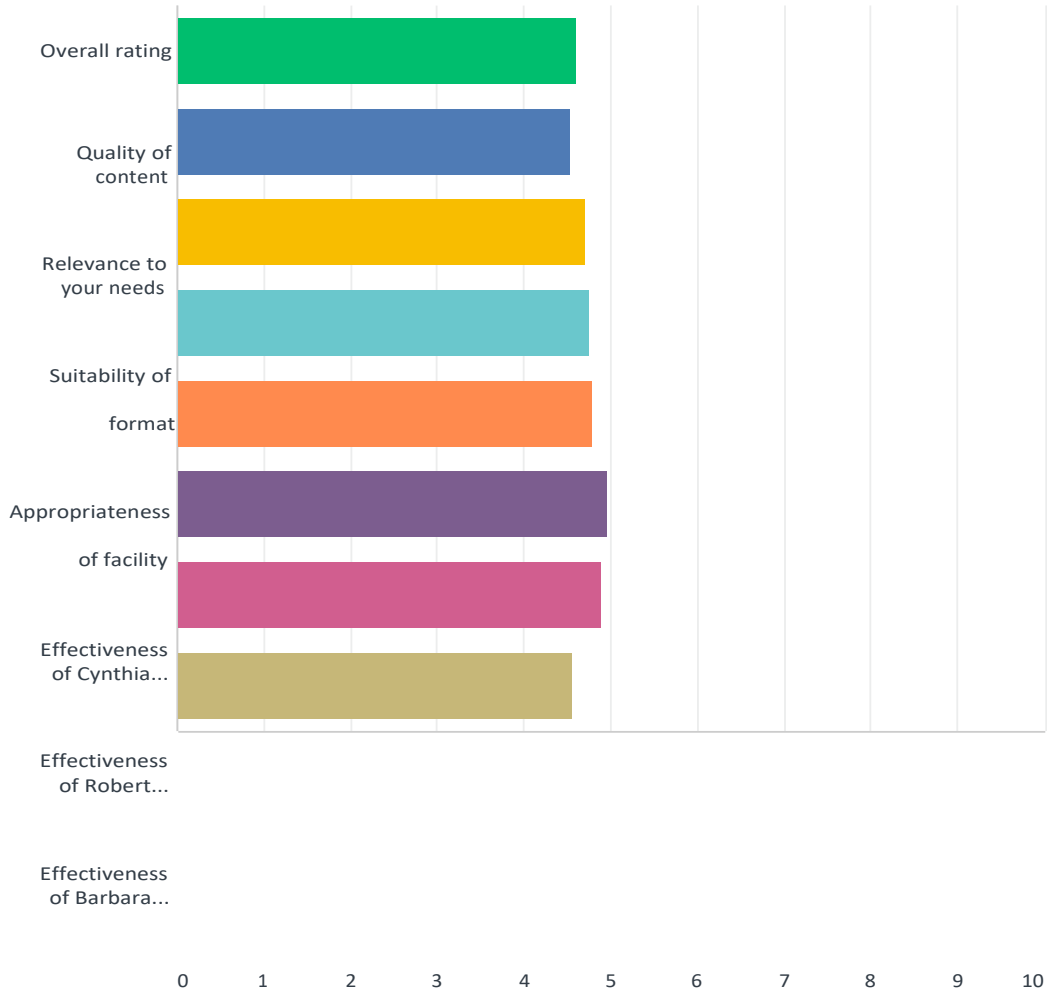
Meeting costs:

- June 11, 2018
 - Spent \$121.78 on Wegman's – Lunch
- July 13, 2018
 - Spent \$185.40 on Salisbury University - Lunch
- January 11, 2019
 - Spent \$29.98 on Panera - Breakfast
 - Spent \$190.00 on Wegman's - Lunch

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Q1 Overall rating

Answered: 21 Skipped: 0



	1 (POOR)	2	3	4	5 (EXCELLENT)	TOTAL	WEIGHTED AVERAGE
Overall rating	0.00% 0	0.00% 0	0.00% 0	40.00% 8	60.00% 12	20	4.60
Quality of content	0.00% 0	0.00% 0	0.00% 0	45.00% 9	55.00% 11	20	4.55
Relevance to your needs	0.00% 0	0.00% 0	5.00% 1	20.00% 4	75.00% 15	20	4.70
Suitability of format	0.00% 0	0.00% 0	0.00% 0	25.00% 5	75.00% 15	20	4.75
Appropriateness of facility	0.00% 0	0.00% 0	0.00% 0	20.00% 4	80.00% 16	20	4.80
Effectiveness of Cynthia Thomes, UMUC	0.00% 0	0.00% 0	0.00% 0	5.00% 1	95.00% 19	20	4.95
Effectiveness of Robert Miller, UMUC	0.00% 0	0.00% 0	0.00% 0	9.52% 2	90.48% 19	21	4.90
Effectiveness of Barbara Cheadle, Bowie State	0.00% 0	0.00% 0	4.76% 1	33.33% 7	61.90% 13	21	4.57

Q2 Name one thing you learned at this workshop that you think will be particularly useful for you and your library.

Answered: 19 Skipped: 2

#	RESPONSES	DATE
1	Thinking about ways to be "embedded" other than looking at assignments -- serving as judge, just stopping by, etc.	1/10/2019 5:11 PM
2	I learned some specific/manageable approaches to working with faculty to improve assignments and/or work within the constraints of poor assignments.	1/10/2019 5:10 PM
3	UMUC had very helpful tips for designing research assignment.	1/10/2019 5:09 PM
4	Providing evidence to profs when suggesting changes to assignments.	1/10/2019 5:08 PM
5	How to approach faculty.	1/10/2019 5:07 PM
6	Ideas for promoting library's role in assignment design.	1/10/2019 5:05 PM
7	Librarians as consultants to assist w/assignment design.	1/10/2019 5:02 PM
8	SU's three things to concentrate on for profs.	1/10/2019 5:01 PM
9	Using reference interviews as a way to identify classroom issues and problematic instruction elements.	1/10/2019 4:25 PM
10	Idea of using reference [transaction] evidence to bolster suggestions for changes.	1/10/2019 4:22 PM
11	a) The guidelines developed by UMUC -- I can use those in a LibGuide for faculty and to share with faculty and our assessment department. b) Great ideas about how to approach faculty.	1/10/2019 4:19 PM
12	Negotiating techniques for dealing with faculty.	1/10/2019 4:16 PM
13	Research assignment design guidelines from UMUC	1/10/2019 4:15 PM
14	Just about any assignment can be improved by a librarian. :)	1/10/2019 4:14 PM
15	Inspired by UMUC's "Island" situation -- research guidance.	1/9/2019 1:26 PM
16	Thomes and Miller's presentation on assignment design -- I def want to present that to my faculty.	1/9/2019 1:00 PM
17	Techniques like using personal artifacts as primary sources when modifying assignments. Also good to hear others are contending with similar issues.	1/9/2019 12:58 PM
18	Strategies for approaching faculty relative to changing assignments.	1/9/2019 12:44 PM
19	I thought it helpful to dissect the assignments together.	1/9/2019 12:41 PM

Q3 What suggestions do you have for improvement to this workshop?

Answered: 17 Skipped: 4

#	RESPONSES	DATE
1	Make program more explicit re: registration/breakfast time vs. program star; more time for group discussion in afternoon.	1/10/2019 5:11 PM
2	The interactive sessions are the most useful. more so than lecture/presentations.	1/10/2019 5:09 PM
3	Smaller room, perhaps.	1/10/2019 5:08 PM
4	None -- this was relevant and timely.	1/10/2019 5:07 PM
5	None! Balance between presentations and audience interaction/workshopping was excellent.	1/10/2019 5:05 PM
6	Maybe even more?!	1/10/2019 5:02 PM
7	Have librarians actually rewrite the assignment w/outcomes.	1/10/2019 5:01 PM
8	None -- very good format	1/10/2019 5:01 PM
9	A second hands-on session might be useful.	1/10/2019 4:25 PM
10	Love to hear more about how to work/promulgate assignment guidelines. Mention Project Info Literacy research assignment study! Could it be used with faculty?	1/10/2019 4:22 PM
11	Have a couple of "success" stories -- before and after assignments to share along with the problems.	1/10/2019 4:19 PM
12	IL Framework discussion	1/10/2019 4:18 PM
13	More interactive sessions with small group discussions.	1/10/2019 4:16 PM
14	None or rather can't you control the weather?	1/10/2019 4:14 PM
15	Instruction partners -- would be interesting if we all brought along an instructor -- would be good to hear other side!	1/9/2019 1:26 PM
16	None, thanks!	1/9/2019 1:00 PM
17	Please continue these sessions!	1/9/2019 12:41 PM

Q4 What kinds of programs would you like to see from MILEX in the future?

Answered: 14 Skipped: 7

#	RESPONSES	DATE
1	More teaching workshops/demos.	1/10/2019 5:11 PM
2	How to balance info lit concepts with the sometimes-necessary point and click instruction.	1/10/2019 5:10 PM
3	Assessment of instruction. Implementing active learning techniques.	1/10/2019 5:09 PM
4	Not sure if budget allows, but maybe invite a rock star librarian to give a keynote around which a workshop could be designed. On the other hand, it was great to hear viewpoints, opinions of very smart colleagues here in Maryland! (We are rock stars.)	1/10/2019 5:05 PM
5	I am always glad of opportunities to learn practical details re: instruction from my colleagues.	1/10/2019 5:02 PM
6	Evaluate of sources (websites and other sources)	1/10/2019 5:01 PM
7	Instructional design [seminars?]	1/10/2019 4:25 PM
8	Love this kind of format -- applied and super relevant. Love the group troubleshooting.	1/10/2019 4:22 PM
9	Strategies for teaching students how to evaluate sources -- how to incorporate it into a "one-shot" session.	1/10/2019 4:19 PM
10	These types of workshops - assignment critique & discussion -- are very helpful.	1/10/2019 4:15 PM
11	More of the same: practical, real-life problems How non-teaching librarians/library staff affect student learning -- program about teaching at the reference desk?	1/9/2019 1:26 PM

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12	Perhaps assessment-related topics, developing courses with faculty, outreach to campus.	1/9/2019 12:58 PM
13	More of the same, MILEX topics are relevant.	1/9/2019 12:44 PM
14	More sharing of sample lessons and ways to improve.	1/9/2019 12:41 PM
