MILEX Meeting – July 15, 2016
10:00 a.m. to 3:00 p.m.
Loyola Graduate Center, Columbia, MD

Present: Jill Burke, Gina Calia-Lotz, Sharon Casey, Sarah Crest, Melissa D'Agostino, Shak Dhanesar, Stephen Ford, Sarah Gilchrist, Mike Kiel, Michael Macan, Wanda Meck, Kimberly Miller, Jennie Ray, Simmona Simmons, Raymond Wang, Brandy Whitlock

Minutes

June minutes approved.
January minutes approved.

Website -- Melissa

- New website was launched June 30th.
- New online membership form. Can pay through PayPal. Melissa asks that everyone use the membership form even if you pay in person so that we have your updated information.
- Melissa announced that she is pregnant, due end of January! She will be on maternity leave all next spring, needs someone to take over the website while she is on leave. Sarah C. extends a MILEX congratulations!

Treasury Report

- All audit information has been sent in. Special thanks to Brandy's brother's free advice. He said to be very careful with the amount of "swag" we give away so that it doesn't look like we are "quid pro quoing" our membership. Just something to keep in mind -- probably not a major concern as long as it is part of a program. Sarah C. says we might need to write up a policy about limiting swag purchases.
- Sarah C. brought up possibility of needing to purchase cloud space.
- Someone suggested we get a MILEX intern. Will make this a topic for our next meeting.

Swag Committee

Possible MILEX promotional materials:
- Stainless steel bottles. $4.05 each for 96 bottles (Jan Way)
- Fold-Away Bags. $2.65 for 100 (Jan Way)
- Stylus Pens. $.47 each for 300. Instead of logo could put our web address. (Jan Way)
- Notepads. $.68 each. 4X3 inch, for 500 pads

Decision made to order 500 notepads and pens to give out at various functions, 250 fold-away bags for conference attendees and MILEX members.

Presentation: Jessame Ferguson and the Maryland Library Consortium

- Jessame Ferguson from McDaniel College, Jay Bansbach from MSDE and the American Association of School Librarians (AASL), Nini Beegan from MD Division of Library Development & Services, and Wesley Wilson from Pratt Library.
- Possibility of working on a multi-type library partnership to explore information literacy with a focus on K-20 development of students in MD.
- PA Forward (www.paforward.org) -- Pennsylvania Libraries initiative.
- Other states are organized differently. For example, PA has over 500 school districts. NY has BOCES. State library structured differently. So sharing comes more naturally in those states, but we do have this Consortium which is a great start.
- Why collaboration?
  - Developing and planning learning outcomes standards across K-20.
- PA Library Association has amazing conference every year. This year's is July 24.
- AASL Standards developed in 2006 currently being revised with new guidelines coming in 2017.
  - Digital citizenship, copyright and fair use, digital content eBooks, databases, research process (Big6), appreciation of literature.
- Public Libraries State Library Resource Center
  - Guidelines for Behavioral Performance of Reference and Information Service Providers
  - Model Reference Behaviors: Open-ended questions, clarifying, searching, follow-up, training
  - Extended Application: Use with in-person and remote reference, public training, and outreach presentations.
  - Teaching patrons about information literacy during reference transactions, but not identifying it as such.
  - Students using images from Google or Bing to illustrate their papers -- provokes conversations about fair use.
  - Students put an image on his Facebook page, within 12 hours the organization providing an image had a six-figure lawsuit against the family! Fee was reduced significantly, but they did still have to pay.
  - Lifelong learning: deal with a lot of Baby Boomers looking for information but are not totally savvy with use of the digital technology and searching databases.
  - Personal health management: continues to rise as the population ages. The Library as a source of information for special needs, growth and development.
- Importance of modeling behavior in PreK all the way up, through reference transactions, programming, etc.
- How do private schools fit into this? They don't adhere to the same guidelines as AASL, but many of the schools do use them to create their own guidelines and learning outcomes.
- The state does not dictate curriculum to the individual counties. Counties write their own curriculum to meet testing standards.
- Public, Academic and School Library Partnerships

- - A+ Partners in Education (Howard Co)
  - First Library Card Programs (Prince George's Co., Baltimore County and Baltimore City)
  - 9th grade library card project (Baltimore City)
  - Shared catalogs (Caroline and Allegany County)
  - Maryland/National History Day (Maryland Humanities Council Baltimore City, and Pratt)
  - MLC Database Review Committee -- Statewide shared databases (schools and public libraries)
  - Digital Maryland -- professional development (museums, academic, public, school)

- Outcomes: What Next?
  - Form a task group of multi-type librarians, clarify expectations and challenges for each library type, develop scaffolded model for MD statewide standards for learning outcomes/activities, develop a MD Info Lit Summit for next summer modeled on PA Forward
  - MICA was very interested in having Pratt LIbrary give students library cards. Instead, Pratt is piloting using the students' college IDs and put them in their system rather than give them a different card.
- Brandy mentioned a committee she was on seven or eight years ago, "Governor's K-20 Initiative" or something. Did a lot of work, and then had no power to do anything -- it withered and died. No one willing to interject some power to say, "Let's start small with PreK-2," which standards to start with, what grade, etc.
- Gina mentioned an initiative she has worked on for three years with the Harford County Public and School Libraries.
- Jay Bansbach sees this as a grassroots initiative. Maybe we're talking about taking one bite at time.
- Simmona suggested we commit to a small task that we can complete within the next six months. Maybe inviting PA Forward or cosponsoring a program with them, something that is already in progress.
- Brandy: how to influence people outside of libraries. Teacher education programs -- the people who are holding students accountable for citing sources, etc.
- Jessame suggests inviting PA Forward and asking how they got where they got. How do they influence teachers? Can we have a task group of mult-type librarians.
- Work products: what can a high school librarian use as a tool to influence students to achieve what they want them to achieve? YouTube videos that could be branded with "MDForward" or whatever we want to call it.
- Concern about AASL coming out with new standards in 2017. Jay says he is told they will be more of a refresh, not a complete redo.
- Wesley mentioned how working with small programs and librarians sharing these programs at conferences and such has often led to a "snowballing effect" that he hadn't expected. Start at grassroots. Going to school superintendents is not the audience we want to reach -- going to curriculum developers would be.

- Michael Macan -- how did STEM become the big thing? That came about nationally through a pretty concerted effort. Maybe something like that with information literacy. Jay says there is a connection with the workforce, businesses wanting to emphasize this.   Brandy points out that there are specific jobs linked to STEM -- less concrete when we are pushing critical thinking, digital literacy. Sarah C and Simmona doing research on "soft skills," and actually it is a soft skill that businesses are yelling at colleges saying, "What are you people doing?" People from architecture, business, engineering, very upset with the students' communication skills. We do have a spot there.
- Organizing this task force. Who, what, where, when, how? Let Jessame know if you are interested in being on the task force.
- How involved will Maryland Library Association be? Might have the power to raise the level of what gets done here. Maybe come up with some initial ideas and then present them at a panel at MLA conference.

Program Selection

- How do we get better at what we do? How many of you are observed by your peers? Towson implementing a program this fall. ACRL-MD had started a teaching observation network. Liz mentioned another program at for getting observed at Western Virginia in which they developed a rubric for what they wanted to observe. We could possibly have them come and talk about the process of developing this rubric. Maybe this could be for the spring.
- Gina said she likes the critical librarianship topic for fall. Even if it might be a big topic at ACRL Baltimore, this would prep people, inform them about the origin of crit lib, etc. Liz says maybe we can piggyback on crit lib group meeting? Possible speakers: Patrick Tiedemann, Georgia Gwinett.
- **Fall Program Decision:**
    - We will propose critical librarianship to ACRL-MD as our preference for fall theme. Sarah G. will be the ACRL-MD liaison to organize the fall program with MILEX.
    - Keynote on critical theory
    - Application: Small groups/affinity groups by theme, breaking out by different library functions (teaching, collection development, etc.)
    - Sarah G. will coordinate, Sarah C, Gina CL, Lisa Sweeney, and Jennie Ray will serve on committee.
- **Spring Program:**
    - Concern about will people not come to our program with ACRL around the same time? ACRL is early this year: March 22-25. Maybe we can do a half-day "brunch" program. Sarah C. suggests we could do a really good webinar? *groans*
    - Could we give ourselves a break and just do the program in the summer, MILEX meets for drinks at ACRL? "Spring our program into summer. Meet us for drinks at ACRL." Theme will be how we improve our work as instructors with focus on observation. If you have an idea about someone who could give a PD session on

giving and receiving feedback, let Sarah know-- Towson is also looking for this for their program.
- ○ Brandy Whitlock will coordinate. Jill Burke, Michael Macan, Sharon Casey, and Mike Kiel will serve on committee.
  - ○ Michael suggested that someone from their Center for Teaching and Learning might be willing to speak.
  - ○ Brandy suggested having the conference in July -- new fiscal year, membership renewal, etc.
- January program: How do you keep up with professional development? How do you stay on your A-Game? Conferences, workshops, reading, etc. Coordinated by Simmona Simmons, Sharon Casey, and Sarah C. Date: January 27. Snow date: February 3
- Add a meeting in the spring since we won't have conference then and won't have July meeting. Date decided: April 21.
- June meeting
- Program coordinators -- arranging location
  - ○ Contact Jennie Ray to have a program at the Loyola Graduate Center
  - ○ Contact Simmona Simmons to host something at UMBC
- Would be great to have a meeting at the Towson University Northeast building in Bel Air.

Conference Policies Subcommittee

Gina Calia-Lotz, Jeremy Green, ad Jennie Ray met by phone to discuss a proposal for MILEX conference policies. The proposal:

- Keynote speakers do not pay a registration fee.
- Honorarium for keynote speaker should be more in the neighborhood of $200.
- We should inform keynotes of the honorarium in advance
- Smaller-scale speakers or panelists who participate in the conference will get discounted member rate. Non-librarian speakers or panelists would have their registration covered.
- Refunds will not be granted after five days prior to the event.
- Registrants may have a colleague replace them in their absence.
- We will not create a new formal PR position to the MILEX board. We could either designate someone on an event planning committee to lead the PR efforts, working in conjunction with the MILEX Secretary, or the Chair could create a general ad hoc PR committee.
- PR outlets for conference registration:
  - o ILI-list
  - o Marylib
  - o CJC (community & junior colleges) listserv
  - o Separate email to MILEX members
  - o DCLA (ask if they will let us post)
  - o Social media: Need to create accounts and then market and regularly maintain them. Secretary could be the lead admin, and a few others could have admin privileges. MILEX should create a deliberate social media plan.
  - o MILEX website. We could also embed the Twitter feed into the website.
  - o Word of mouth – send email to our own colleagues

Other comments about conferences:

- Disappointment with some of the presentations at the spring program. Brandy said some people thought that "peer-reviewed" meant "read from a paper."
- Example: the text on your presentation needs to be large enough for your audience to read.
- Find a list of "best practices for presentations" to give presenters.
- Kim suggests phrasing it in a positive way. "MILEX welcomes presentations that reflect our values of active learning, audience participation, creativity, and thoughtful design in instruction. We like to see those values expressed/demonstrated in our programs. Presenters should mimic/model best practices for instruction."
- Design of presentation is important.
- Might need to ask presenters to send their presentations ahead of time. Sarah is worried that that might lead to people dropping out.
- Include this language at the call for presentations

Social Media

- If we're going to have a social media presence, we have to be committed to it.
- Decision to start with Twitter. Gina will create account and admin. Sarah C and Kim volunteered to help.

Edits to Bylaws

Page 1, Article 3, 3rd paragraph:
One ongoing effort is involvement in local and regional conferences (such as Maryland Library Association [removed MEMO]) to highlight academic integrity issues and the information literacy activities of MILEX and its active member institutions.

Page 1, Article 3, added 4th paragraph:
As MILEX membership grew to include librarians from many institutions outside the USMAI system, the membership concluded that it was more appropriate for it to be an independent legal entity in order to directly manage funds. Accordingly, MILEX filed articles of incorporation with the state of Maryland on December 26, 2013 and also began the application process to be recognized as a tax exempt 501(c)3 organization by the IRS. This exemption was granted on October 27, 2014 retroactive to the date of incorporation.

Page 3, Article IX, Section 3:
Section 3. Running Meetings
The MILEX chair shall run the meetings. In the event that the Chair cannot attend a meeting, the Chair shall designate another MILEX officer to run the meeting. If the Chair is unable to designate another officer in advance, the Treasurer will run the meeting by default. If two or more officers cannot attend a meeting, the meeting shall be canceled or rescheduled.

Adjournment at 2:37 p.m.