Minutes
LALINC Committee on Committees Task Force
10:00 a.m., October 22, 2013
LOUIS Offices, Frey Building, LSU

Present: Sara Zimmerman, Cathy Sicard, Lora Amsberryaugier, Jeanne Pavy, Jessica Hutchings, Wendy Johnson (Chair)

Sara Zimmerman presented background of the LALINC committees and their charges, and the changes in LOUIS’s budget and needs over time.

The CoCTF will develop a plan to make the LALINC committee structure more responsive to LOUIS and LALINC needs.

Recent Task Forces include the Strategic Plan Task Force, this CoC Task Force, the LOUIS Fees Task Force, Usage Consolidation Task Force, and the LOUIS Brochure Task Force. These task forces were implemented and completed their tasks in a finite period of time, rather than remaining a standing committee.

The LOUIS Brochure was reviewed as an example.

Jessica discussed the Information Literacy Committee’s activities and projects they’d like to see happen. Jeanne described the New Orleans Information Literacy Collaborative and its activities and how she would like similar activities for the LALINC consortium. Sara suggested the North/South LOUIS Sharing Sessions could split into North/Southwest/Southeast LOUIS Sharing Sessions and Information Literacy efforts could be shared in that manner.

Lora suggested consortium purchases of web cams and online meeting software to facilitate cooperation and LALINC task force meetings. Sara informed the group that anyone in the consortium could use the LOUIS telephone conference services.

Wendy suggested that an Information Literacy Task Force could create generic student tutorials pertaining to LOUIS resources that any college with LOUIS resources could use on their web page, and that perhaps upon successful completion of the tutorials, the students could print a certificate to turn it to their instructors. It was suggested that the Credo tutorials were problematic but had good basic information. There was some disagreement on that point.

Jessica wants more and new members of the Information Literacy Committee. A “Team Leaders” approach to the committees was suggested, with membership changes as each ‘project’ was announced and participation was requested. A LALINC listserv was suggested for reference librarians so that calls for participation could be distributed to interested librarians across the consortium.

Jessica wants the Information Literacy Committee to remain, but with an adjusted charge, which will include a contact list for reference librarians around the state. Jessica suggested creating an Information Literacy Task Force to restructure the IL Committee.
Lora suggested disbanding the R & D Committee and to utilize Task Forces as needed. The problem remained on how to bring Technology issues to the Board for creation of a Task Force if the need arose. One possible Technology Task Force would be possible purchase of online meeting software that could be utilized for any LOUIS or LALINC-related meeting, or between LALINC Libraries as needed and if scheduled.

The E-Resources Committee, according to Jeanne, should evolve into a more inclusive structure that could involve participation from all libraries in the state, with Task Forces created as needed on specific issues. Evaluation of the current LOUIS E-Resources to gauge their continued relevance was discussed as a possible Task Force. The Nursing E-Resources, including E-Books require a Task Force to eliminate out-of-date items. Sara will create a charge for that Nursing Resources Task Force.

In case of a funding cut, it was suggested that the E-Resources Committee have a list of items to remove.

Sara suggested creating listservs for each of the former standing committees (the E-Resources Committee could use the existing LER-L list) and having Interest Groups with Moderators instead of committees.

The group discussed how to structure the Interest Groups. It was decided by consensus that each Interest Group (Information Literacy, Technology (replaces R & D), and E-Resources) would have Co-Moderators that would call for participation through the LALINC listservs for each group. Moderators would report group activities to the LALINC Membership at the meetings each fall and spring.

Task Forces would be recommended to the LALINC Executive Board based on needs found among the participants of each Interest Group. The committee structure is on hold for six months while this Interest Group experiment takes place.

Final action going forward:
- Sara will create ILIT-L and LIBTECH-L for those Interest Groups and E-Resources Interest Group will use LER-L
- Co-Moderators will act as steering committee and call for participation for each Interest Group
- Interest Groups will be open to anyone interested
- Task Forces will be born from needs indentified in Interest Group discussions
- Co-Moderators will contact the Executive Board with Task Force needs
- Each Interest Group (via their Co-Moderators) will report to the LALINC Membership in March
- Sara will send a blurb about the charge for each Interest Group and send out emails via the LALINC-L lists calling for participation in the Interest Groups with information about the new listservs
- Learning with LOUIS sessions will be created regarding the LALINC listservs and the purpose of each, how to sign on to a list, and how to use the lists

The next meeting of the CoCTF will be in late February, 2014 on a date and time yet to be announced.

The meeting adjourned.

(Attached is the CoCTF Charge)
September, 2013

The LALINC Executive Board establishes the: Committee on Committees Task Force (CoCTF)

Chair: Wendy Johnson

Background: LALINC has established standing committees (SC) as deemed necessary since the consortium’s inception. The SCs were given a charge by the Board annually, members were appointed by their respective Deans/Directors, and a Chair was elected. These committees have served the consortium well over the years but a review of SC structure is in order to fulfill Objective 1.4 of the 2013 LOUIS Strategic Plan which states that LALINC should “Develop a committee structure that will provide timely and effective responses to consortium issues and needs.”

Charge: The CoCTF is tasked with reviewing the current standing committee structure and reporting to the LALINC Executive Board on their appraisal of the model and recommendations for changes.

Recommendation due: LALINC Board Meeting, November, 2013

CoCTF Members:

Wendy Johnson, Director of Library Services, River Parishes Community College
Elaine Smyth, Interim Dean of Libraries, Louisiana State University and A & M College
Lora Amsberryaugier, Associate Dean of Library Services, University of New Orleans
Jessica Hutchings, Assistant Professor/Head of Reference, McNeese State University
Jeanne Pavy, Scholarly Communication & Collection Development Librarian, University of New Orleans

Ex-Officio Members:
Cathy Sicard, Assistant Director, LOUIS
Sara Zimmerman, Executive Director, LOUIS