

**SCIL Business Meeting Minutes**  
**Friday, November 30, 2012**  
**Puente Learning Center, East Los Angeles Campus**

**Attendees:**

Talitha Matlin – CSUSM  
Irene Truong – UCLA  
Gayatri Singh – UCSD  
April Cunningham – Saddleback College  
Christina Sheldon – CSULA  
Michelle Lustig – Springshare  
Susie Chin – Glendale CC  
Billy Pashaie – Cypress College  
Julie Mason – UC Riverside

**1:45 Discussion – SCIL Outreach Committee – “Best Practices for Internships”**

- Roundtable discussion led by Michelle Lustig (outreach committee) on best practices in internships.
- Topics discussed included paid vs. unpaid, varying formats of internships, how to find the right candidate, mentor as service to profession, how to provide CE/networking opportunities to interns
- Additional materials:  
<http://springylib.campusguides.com/sciloutreach/internships>

**2:15 Business Meeting**

- Old Business
  - SCIL Works 2013 (Gayatri Singh)
    - GS is finalizing schedule and will notify presenters this week on whether or not they have been accepted
      - Potential schedule: 8:30 – 1:10, followed by social at Stone Brewery
    - GS meeting with TM and Allison Carr at CSUSM to finalize catering
    - Question raised regarding using PayPal for registration – GS will investigate with Coleen Martin
    - Sent out call for scholarship applications. SR will help review applications.
    - **Action items:** GS will finalize schedule, coordinate registration options with registrar, and send out registration email. GS will also investigate possibility of Stone Brewery Tour/Happy Hour.
  - Outreach Committee report
    - Michelle Lustig and Susie Chin have created a mission statement for the committee

- There will be a group social in February – possibly simultaneous socials in SD and LA, with live tweeting
    - SR is working on making SCIL Connect database live and will pass off responsibility to Outreach Committee
  - Archives update (SR)
    - Archives are currently housed in CSU Fullerton archives.
    - SR will reach out in spring to archivists to see if we can begin processing materials
- New Business
  - Julie Mason (UCR) – IE leads internship program at UCSD
    - Proposes hosing a “mini immersion” using grant money – could be a potential SCIL Spring Program
    - **Action item:** GS will coordinate with JM to see if we can arrange Spring Program around this topic
  - Bylaws changed (report from Allison Carr via SR)
    - Officer cycle is now Jul → Jun to reflect CARL officer cycle
    - Still need candidates for Vice Chair
      - GS and SR might extend current terms 6 months to fill gap
    - Discussion regarding how to get more members involved in leadership positions
      - SC: should we bring an “internship” mentality to leadership roles, much like the ACRL IG interns?
    - **Action item:** Talitha will post meeting announcements to CALIBACA as well as SCIL listserv since you don’t have to be a SCIL member to attend meetings

**3:05 meeting called to a close**