

## SCIL Business Meeting

Friday, September 6, 2013

Chapman University, Leatherby Libraries

**Attendance:** Annie Knight, Brett Fisher, Norma Durian, Stephanie Rosenblatt, Talitha Matlin, Gayatri Singh, Shauna Higgins, Lua Gregory, Anthony Sanchez, Pauline Schwartz

### **Introductions**

- All members in attendance introduced themselves by stating their names, their institutions and their roles.

### **Approval of Minutes from April 19, 2013**

- Stephanie moved to approve the minutes, Talitha second. Minutes were approved.

### **Committee Reports**

- **Archives:** This committee is on hiatus. Currently SCIL archives are housed at Cal State Fullerton. There are a variety of records that date to 2000. No new records have been added since 2000. Would like this committee to come up with a plan for determining what types of records we should retain at present time and how they should be stored. Records need to be updated. Stephanie will send out a call for this committee. Gayatri set-up a digital Dropbox to start keeping track of documents. Possibly use Google Forms for current documents and use Dropbox for storage.
- **SCIL Connect:** While participation is low, connections have been made. Another call for participation will be distributed later in the fall to coincide with the fall session. A best practices document is in development.
- **Outreach Committee:** Thinking about having both formal and informal gatherings, involved in SCIL Works program. Brena Smith, one of the current chairs, is involved in the CARL conference. Will contact her to see if we need a new co-chair. Thinking about having more informal meet-ups.

## Updates

- **SCIL's CARL Conference Proposal:** We are proposing a panel discussion that will consist of 3-4 instruction librarians and 1 person in charge of a library that is not a librarian. Panel will discuss communication between librarians and non-librarian managers. We would like to waive the registration fee, pay for parking and pay mileage for the non-librarian manager. If you are interested in mediating a panel, contact Stephanie Rosenblatt at [srosenblatt@cerritos.edu](mailto:srosenblatt@cerritos.edu).
- **Instruction Camp:** Julie Mason (UCR) is one of the leaders of this camp. This camp will include writing lesson plans, learning outcomes, marketing, public speaking, and much more! Once the date is set, information will be sent out. Might be held at UCR.

## SCIL Works

- This will be our only program in 2014 since we will be at the CARL conference.
- Presentations will include 2-3, 1-hour presentations, lightning rounds (5 minutes)
- **Ideas for the Program**
  - Use skills in the library world that you wouldn't ordinarily use, for example graphic design. Possible title "Be More Awesome", "Kill the Sacred Cows"
  - "All Things Digital", LMS integration, blended librarians
  - Problems with distance education, possibly offer workshop online for people who can't attend, OER, Critical info lit, Improv lessons (go from Yes BUT to Yes AND)(this one might be better for a spring program)
- Gayatri will send out call for proposals at a later date for SCIL Works. Proposals go out in October and presenters will be notified in November. Also need to read and select a SCIL Works Scholarship winner.

## Plans/Goals/Projects for Next Year

- Create documentation for transition to the next SCIL executive board
- Tentative dates for meetings, alternate between in-person and virtual conference call.
- Next in-person meeting will be on December 6, 2013 at CSU Fullerton.

## Round Robin

- Pauline (Mt. SAC)- Teaching online classes, new workshops (similar to Glendale Community College)
- Annie Knight (Chapman University)- Created credit course for Brandman, LBSU302 which is a blended course, 8 weeks, mostly taken by social science students.
- Brett Fisher (Chapman University)- In charge of the bibliographic instruction room, Brandman Support, chat reference and e-portfolios. Librarians submit their annual reports online for review.
- Norma Durian (Chapman/Brandman)- Working with course developer to imbed the library/librarian into classes.
- Anthony Sanchez (UCR)- Instruction Coordinator at UCR, lots of ideas, was just approved to use LibAnalytics, re-doing tutorials.
- Stephanie Rosenblatt (Cerritos College)- Rooms have been assigned for the hybrid library classes, teach learning communities, revamped instruction
- Talitha Matlin (CSU San Marcos)- 1<sup>st</sup> year success program, starting to experiment with learning communities, using role playing games to engage students. One program will be possibly titled “Don’t be a Sheldon”
- Gayatri Singh (UCSD)- UCSD hiring an instruction coordinator
- Shauna Higgins/Lua Gregory (Univ. of Redlands)- Part of the Assessment in Action Project (ACRL), assessing information literacy instruction, working with upper-division courses.

\*Minutes submitted by Norma Durian, SCIL Secretary/Publicist, 9/12/2013