MEETING MINUTES

In Attendance:

Member at Large Susan Berteaux, Massachusetts Maritime Academy; Vice President Terrance Burton, University of Massachusetts Dartmouth; Member at-large Deborah Chown, Greenfield Community College; Sai Chinnaswamy, Worcester State University; Treasurer Susan E. Cirillo, Salem State University; Spencer Clough, University of Massachusetts School of Law; Paul Dobbs, Massachusetts College of Art and Design; Robert Foley, Fitchburg State University; Past President Jeanmarie Fraser, Cape Cod Community College; Maureen Horak, Massachusetts College of Liberal Arts; Andrea MacRitchie, Quinsigamond Community College; Bonnie Mitchell, Framingham State University; Mary Ann Niles, Middlesex Community College; Daniel Ortiz, University of Massachusetts Boston; Secretary Thomas Raffensperger, Westfield State University; Robert Rezendes, Bristol Community College; Member at Large Timothy Rivard, Massachusetts Bay Community College; President Michael A. Somers, Bridgewater State University; Nancy Walker, Berkshire Community College; Barbara Wurtzel, Springfield Technical Community College.

Meeting was called to order 10:10

Introductions: All at the table introduced themselves and Spencer Clough, of the University of Massachusetts Law School was introduced as the newest member. MCCLPHEI now has 30 members.

Announcements

Mark Lawrence was not present, but those around the table noted his prospective retirement.
Sai Chinnaswamy is the new Executive Director of the Library at Worcester State University. He described some of the challenges and opportunities there, specifically library security and opening hours.

**Approval of Minutes**

Minutes from both the April 2013 meeting and the June Annual Meeting were accepted with name corrections.

**Treasurer’s Report**

All bills for the annual meeting and conference have been paid. Bills for membership dues were sent recently. The only expenses expected until next meeting are refreshments and the Commonwealth Annual Report fee. [The treasurers report is attached below].

**Old Business**

The location of the MCCLPHEI Archives at UMass Dartmouth was discussed. Materials should be submitted to Judy Farrar, Associate Librarian and Archivist. A discussion will be needed about what should be included in the MCCLPHEI archives.

LibQual: Sai Chinaswammy Discussed the two institutions involved this year, Quinsigamond Community College and Bristol Community College. Both institutions had good levels or response. If there can be at least five institutions, LibQual will provide a group comparison. Comparison must be in the same year, but Sai will see if Quinsig and Bristol can be included with forthcoming surveys for the purpose of comparison. Interested directors should contact Sai.

Several institutions have new facilities and websites.

**Record retention update:**

Nothing more to report. The Secretary of the Commonwealth is reviewing the recommendation. Mr. Somers doesn't know when the letter to college and university presidents will come out. He will contact Gregor Trinkaus-Randall for more information.

**Statewide Catalog/ILL System:**

There will be a conference call among working group members on October 19 to discuss the rollout of the new Massachusetts Virtual Catalog. The system is
sponsored by MBLC and administered by Fenway Libraries Online (FLO). The rollout date is uncertain due to several complications including NCIP connections. Mr. Rivard brought up the issue of a shared catalog system, and noted the challenges of academic institutions included in systems dominated by the needs of public libraries.

Vendor products, services, and relationships:
The possibility of diversifying products from EBSCO was discussed. A discussion followed about SIPX, a company that helps manage copyright and licensing in academic environments. The system can help prevent students from purchasing something that an institution already has rights to. SIPX partners with Copyright Clearinghouse. Inviting someone from SIPX was proposed.

Annual meeting:
The 2014 Annual Meeting and Conference will be at the Hawthorne Hotel in Salem on June 19 and 20. Members did not remember a vote being taken on the location, however the Conference Committee based its decision on member comments from the previous conference. Mr. Somers reported sending feedback on presentations at the 2013 conference to the presenters. Michael Eisenberg scored well, and Renee Hobbes did not score as highly. Members praised the venue and Mr. Eisenberg’s presentation. The theme of next years’ conference is Open Access, and the committee will work to ensure that the presentation is relevant to community colleges. Open Education Resources event sponsored by MCO will be in Shrewsbury on October 29.

One Card Statewide Meeting:

Held last Wednesday in Waltham, and several academic libraries were there. Concern was expressed for demand for expensive items, and expectations for use of databases by non-primary patrons. The different missions and expectations over services and security between public and academic libraries were discussed. Ms. Wurtzel will send her notes from the meeting to the list. Academic libraries serve their missions. The possibility of sending a letter expressing these concerns to MBLC was discussed. A motion was made to invite Paul Kissman (or other representative) from MBLC to a MCCLPHEI meeting to discuss the concerns of MCCLPHEI directors. The motion was seconded and passed unanimously.

Action Plan:

Linda Hummel-Shea sent the plan to Mr. Somers who will distribute later. The plan must be approved and submitted by December first, so an electronic vote will be necessary to approve. This summer will be opportunity to update plan. Ms. Fraser could convene a group to discuss it. Mike will speak to her.
Other:

Mr. Foley reminded all that the Electronic Resources Committee produces an annual list of databases and that this information should be sent to him soon so that they can complete the list by January 2014.

Committee reports:

By-laws:

Who should steward the bylaws, overseeing internal consistency and updates? Suggestions included the Past President, a Parliamentarian, or other current officer. A Parliamentarian might be elected for a three-year term, increasing the Executive Board by one. Mr. Rivard moved to have an ad hoc committee bring recommendations to the general meeting for the creation of a Parliamentarian position. The committee would report in February 2014. The motion was seconded, and passed unanimously. Volunteers for the group include Rivard, Foley, and Clough. It was also suggested that the ad hoc committee on a Parliamentarian address the question of having bylaws changes passed once per year.

Electronic Resources:
Please send information on databases to Mr. Foley so that the committee can complete the comprehensive list in January. It was noted that Ms. Berteaux is a member of this committee, not Dr. Cirillo.

Mr. Foley asked whether we want to put ACRL statistics online through SpringShare. This was deemed to be unnecessary. Mr. Foley provided a handouts of ACRL statistics and points of comparison. Mr. Foley will begin collection of 2013 IPEDS data in January. NEASC’s “data first” data was discussed and considered to be very sparse and not very useful. It was noted that most libraries report ALS rather than ACRL statistics. Changes planned to IPEDS data collection will impact us and we must decide how to handle data collection for assessment. A motion was made to charge the Data and Assessment Committee to review data gathering and reporting and report back to the general membership with recommendations in February 2014. The motion was seconded and passed unanimously.

Staff Development Committee: Ms. McCann not in attendance. No report.

Communications Committee:

Charge to communications committee to look at website options. Liz Novak from Mass Maritime will serve as a resource person for the Communications Committee on exploring possibilities for new website.
New Business:

Updating the website: charged to the Communications Committee

Academic librarian’s listserv (statewide): Mr. Somers contacted Kelly Woodside at MLS about this. She has been very positive but non-committal so far. Mr. Somers will make a formal request on behalf of MCCLPHEI.

Evaluation instruments: A discussion on assessing services and instruction followed. Many libraries are assessing student learning outcomes. It was noted that this is an increasingly important area for NEASC. Ms. Chown described the ALA “Assessment in Action” program. Ms. Niles and Dr. Cirillo are also involved. There will be another intake for this program, and Ms. Chown would share rubrics from the program. It was suggested that information from this program be shared at the annual meeting.

The NorthEast Regional Depository (NERD) project for monographs was discussed. A meeting was held at the Yiddish National Book Center on the Hampshire College campus to explore the possibilities. Working groups are forming. Jay Shafer at UMass Amherst is heavily involved.

Other

Mr. Rivard brought up the issue of a possible shared academic library catalog. He will convene a group to learn more and report back to the general membership.

A brief discussion of Library Program Areas and LPA Chairs followed, of particular interest to those libraries where librarians are represented by MSCA.

Mr. Somers adjourned the meeting at 12:30pm