CEAL Executive Board

Minutes, Meeting II
Thursday, March 15, 2012
8:00am-9:00am
Oxford Room
Sheraton Centre Toronto Hotel

Attendees:
Jade Atwill (Member-at-Large), Rob Britt (Committee on Library Technology), Shi Deng (chair, Committee on Technical Processing), Vickie Fu Doll (Statistics), Ellen Hammond (incoming Vice President), Mikyung Kang (Member-at-Large), Beth Katzoff (Member-at-Large), Joy Kim (Past President), Gail King (JEAL Editor), Kenneth Klein (incoming Secretary), Wen Ling Liu (incoming Member-at-Large), Toshie Marra (incoming Member-at-Large), Hikaru Nakano (chair, Committee on Membership), Setsuko Noguchi (chair, Committee on Japanese Materials), Hee-sook Shin (incoming Treasurer), Yunah Sung (chair, Committee on Korean Materials), Susan Xue (chair, Committee on Chinese Materials), Jidong Yang (chair, Committee on Public Services), Peter Zhou (incoming President).
Absent: Tao Yang (Member-at-Large)

1. Introductions – Peter Zhou
Unresolved item from EB meeting I – are vendors allowed to post to Eastlib?
Rob Britt pointed out that it is generally known that vendors are not welcome on Eastlib, but Wooseob Jeong and Hsi-chu Bolick manage Eastlib.
Ellen Hammond stated that there doesn't seem to be a common understanding of CEAL's role concerning Eastlib. She suggested we ask the Eastlib managers to send a note to Zhou about new members to Eastlib. Although Vicki Doll pointed out that we can just check subscribers, Hammond felt it would be symbolically helpful to know the number of Eastlib members. Discussion of this issue continued with most arguing for an uncontrolled and free listserve, to enable all in the community to share information, while maintaining a moderated blog. All can subscribe to Eastlib.

It was agreed that we should maintain the current relationship, but a report from Eastlib should be sent to Zhou.
In addition, Britt will draft instructions for vendors to be added to the CEAL website after review by the EB, Jeong, and Bolick.

2. Future Directions of CEAL – Peter Zhou
Zhou welcomed Ellen Hammond as the new Vice President and described the grant awarded to CEAL by the Henry Luce Foundation. The grant received is the highest of the non-competitive discretionary grants. With this grant, the EB should consider how we can best transform CEAL, which has been in place since 1958.

Zhou would like to use the grant for the following:

A. reform CEAL meetings
B. reorganize the calendar
C. reconsider strategic directions of CEAL

A. Reform CEAL Meetings

Zhou described a general environment in which libraries have changed. See Zhou's new proposal (addendum). He expressed a need to reform meetings based on consensus. His proposal calls for a similar format to that of Director Meetings at ARL (in which leaders from the top 120 research libraries in N.A. come together for discussion). Zhou praised the usefulness of the theme based format at the ARL conference.

Based on the proposal and grant received, CEAL meetings will have as its first day, a full day of theme-based presentations. Next year's theme will be Open Access (2013), while the following year will be Scholarly Networking (2014).

There will be 3 plenary sessions:

1. General Plenary (organized by the VP and President)
2. Collections Plenary (organized by the CJK committees)
3. Services Plenary (organized by the Public Services and Technical Services committees)

The second day of meetings will be quick 50 minute reporting sessions by the committees. This is a shorter session than the OCLC forum. At the end there will be a closing plenary (new format) where the President summarizes and evaluates what was achieved during the 2 days of meetings.

In sum the reform of CEAL meetings is more themes based, with shorter committee meetings focused on information and best practices, and concluding with an overall evaluation of the conference.

EB members then commented on this new proposal.

This new proposal makes a distinction between CEAL official programs and non-official. How would this affect the non-official programs?

Britt pointed out that the OCLC Users Group has a folder on the CEAL server.

Zhou said that the new proposal is not really new. The past two presidents have combined meetings and introduced themes. The proposal reorganizes the sessions into 3 plenaries developing 1 theme.

Jidong Yang asked if it would be difficult to get speakers for committees.

Zhou explained that the original Luce grant offers $20,000 per year for 2 years, stipulating an honorarium of $2,000 for each speaker for a total of three invited key-note speakers. Now we can propose to invite 5 speakers, 3 for the first plenary (the General Plenary), and 1 for each of the other two plenaries. In order to do that, we need to reduce the speaker's honorarium to $1,000 each.

In the future, we could try for another grant, or at least once the format is set up, we could continue this design without funds.

EB members agreed we should survey members on this issue in terms of timing of the sessions and meeting themes. Some members want a session that is longer than 50 minutes (possibly 1 ½ hours, so as to continue database discussion), although 50 minutes might reduce the burden on each chair as each meeting would be shorter than in the past.

A motion was put forward – the Board will support the experiment of this new format as reflected under the grant submitted to the Henry Luce Foundation.
       Kim – put forward the motion.
       Hammond – seconded the motion.
       All present voted, all present agreed.

B. Calendar Reorganization – Peter Zhou
The EB next discussed the creation of an online calendar to carry out CEAL business in an orderly manner. This calendar will list all the actions and responsibilities that each CEAL officer or Committee chair needs to take in a particular month. Its purpose is to help plan for each year's annual meeting. Since we are an organization with no full-time staff, it is critical to have the calendar as the guide for EB members to address CEAL business in a timely manner. Issues that would be addressed include (but are not limited to):
When does the President need to appoint an election committee?
When do the Committee chairs need to submit their next year's program for posting?
When does the Secretary need to contact AAS officers to make arrangements for next year's board meetings?
When does the Treasurer need to send renewal reminders for membership dues?

Zhou proposed a taskforce to put together an organizational format. The taskforce will consist of Britt (as Chair) and Kenneth Klein (Secretary), 3 Members-at-Large (1 of each CJK), plus Hammond and Zhou.

C. CEAL strategic directions – Ellen Hammond
Just as some other committees sponsor workshops, Hammond proposed that next year CEAL should schedule a longer meeting that would act as a workshop to discuss CEAL issues. She proposed a brainstorming session to be held on the Tuesday before the CEAL meetings. It would begin late afternoon or evening and would thus require that members arrive by noon.
All Agreed.

Actions to be taken:
- Peter Zhou will ask Eastlib managers (Wooseob Jeong, and Hsi-chu Bolick) to send him a report about new members to Eastlib.
- Through email discussion, the newly created calendar taskforce will begin creating a CEAL EB calendar.

- The CJK members-at-large for the calendar taskforce need to be selected.
- Speakers for next year's plenary sessions need to be identified and contacted.
- CEAL brainstorming workshop for next year's CEAL meeting will be further described (Ellen Hammond).

The meeting was adjourned at 9:00am.