OU LIS Alumni Association Executive Board
Meeting Minutes
January 14, 2011
School of Library and Information Studies
University of Oklahoma – Norman Campus

Present
RD Bell, Cecy Brown, Shari Clifton, Valerie Kimble, Carolyn Mahin, Maggie Ryan, Marty Thompson, Cathy Van Hoy

Important Dates
- OUSLIS Alumni Association Executive Board – February Meeting – February 3, 2011 – OUSLIS Conference Room 100
- April 9, 2011 – SLISebration – Oklahoma Memorial Union – Norman, OK

Dr. Cecy Brown, Professor/Director, and Maggie Ryan, Coordinator of Admissions/Academic and Student Support at OU’s School of Library and Information Studies (OUSLIS) were active participants in the discussions about how the Alumni Association can best support the activities of the school. Topics included current and future fundraising initiatives and thinking of the OUSLIS Alumni Association as a “Friends of the School” group.

Facilitating Contact with Alumni
The OU Development Office will be providing an updated list of all OUSLIS Alumni to the school; once this is received the school will move forward with the development of a discussion list or alternative to contact all alumni. As plans develop information will be shared with the Board so that the same method can potentially be utilized for Alumni Association business as well. Other discussion included the development of a Facebook page and a Twitter Feed for the Alumni Association.

Action Items
- Carolyn Mahin will initiate the development of a Facebook page for the Alumni Association and provide a progress update at the Board’s February meeting.

Student Paper Competition
The Board made a decision last year to change the submission schedule for the student paper competition:
- Papers must be submitted by May 1
- Winner will be notified by June 1
- Winner will be recognized at SLISebration and OLA the following Spring

RD Bell, Chair of the Student Paper Subcommittee, announced that Ruth Neal is the Student Paper Award recipient for 2010.
Additional discussion about this award included the following suggestions:

- If an OUSLIS faculty member nominates or encourages a student to submit his/her paper for consideration, that faculty member should be invited to present the award and/or recognize the student at SLISebration and/or the OLA reception.
- A profile of the award winner, with pictures if possible, should be submitted to the College of Arts and Sciences and the OU Alumni magazines/publications.
- Communication should be ongoing with OLA’s Library Education Division (LED) and/or the University and College Division (UCD) to insure that a student paper session is offered at every OLA Annual Conference. This session would provide a potential presentation opportunity each year for the student paper winner.

**Action Items**

- RD will contact Ruth with details about the award and invite her to both SLISebration and the OUSLIS Alumni Reception at OLA’s Annual Conference.
- Ruth will receive a $250 check as well as paid registration to the 2011 OLA Annual Conference and a ticket to the OLA Banquet.
- Janie Allen, OUSLIS Admissions Secretary, will prepare a certificate which will be presented to Ruth at the OLA reception.
- The 2011 Student Paper Award will follow the revised schedule as outlined above.
- The 2011 award will be marketed via email, Facebook, Twitter and through OUSLIS faculty to encourage maximum participation.
- RD will continue to Chair this subcommittee for 2011.

**Outstanding Alumni Award**

Award criteria and soliciting nominations for this award were discussed. Members present confirmed that no award was given in 2009.

**Action Items**

- Marty Thompson will contact the 2010 winner, Dr. XXXX Roberts, and invite him to the reception at OLA to be recognized and receive his award. Dr. Roberts was unable to attend the reception in 2010.
- Shari Clifton will forward current submission information for the Alumni Association web site to Dr. Brown; her GA will update the page.
- Members of the Board were also encouraged to think of individuals who should be considered for this award; names of potential awardees as well as nominators willing to prepare letters of nomination and submission packets should be forwarded to Carolyn Mahin by January 31, 2011.

**OUSLIS Alumni Association Reception @ OLA’s Annual Conference**

Discussion by those present confirmed the importance and value of the reception and felt that it should be continued. More specific plans for this event at the 2011 OLA conference will be developed at the Board’s February meeting. Items of interest included attracting more prospective and current students to the event as well as coordinating Board members to meet and greet everyone who attends.
Organization of OUSLIS Alumni Association Executive Board
Following a period of inactivity for the Board and a change in leadership for the School the time is right to consider modifications to the way the Board is constituted and the Association’s role in supporting the school.

Preliminary discussions began at this meeting with some ideas for moving forward outlined below:

- Make the Board larger; work to include members from diverse backgrounds and tenure in the profession
- Do not continue annual elections; have existing Board members identify new Board members
- Include guidelines for the Board to select their own President and Secretary annually from existing Board members
- Eliminate the Treasurer position since the financial account is handled through the School although there may be some duties such as maintaining a list of paid members that might need to be continued for a time.
- Continue the current dues structure ($10/year) for now.

Action Items

- The Bylaws will need to be revised to reflect any changes that are made. Shari will send a copy of the Bylaws to the Board for review prior to the February meeting. Changes should be in place by Summer 2011.
- Valerie Kimble will investigate alternative dues schedules/levels of giving and share potential models at the February meeting as a starting point for discussion.

Ideas for Future Activities Targeting Students

- Resume/CV/Cover Letter workshops – involving practicing librarians from all types of libraries who are involved in hiring
- Mentoring – suggestions included development of YouTube videos and other virtual efforts
- Internships – coordinating efforts, potential sites, etc.
- Development of an OLA Division/Roundtable/entity within OLA

Respectfully submitted,
Shari Clifton