CARLDIG-South Meeting  
California Lutheran University  
Thursday, Jan 26, 2023  
10:00am – 12:00pm

Attendees:

Agenda

1. Introductions

2. Approval of minutes from the October 28, 2022 meeting

3. Officers for 2023
   a. Confirmation of Chair, Leanna Pagano
   b. Vice-Chair/Chair-Elect, Daniel Wilson
   c. Secretary, Shonn Haren
   d. Publicity Officer, Michelle Mussuto
   e. Webmaster, Corrie Bott
   f. Programs Chair, VACANT
   i. Ideas for finding a volunteer for 2023?

4. Updates
   a. Fall 2022 Program Wrap-Up
      i. Discussion of Fall 2022 Program - “Pivot! Adaptation and Flexibility in Reference Services”
         1. Review results and comments from program evaluation
         2. Any feedback or thoughts from the planning committee
   b. Interest Group Leadership meeting and future CARL meeting (Leanna)
      i. Interest Group budgets
      ii. Executive board meeting Jan/Feb

5. Fall 2023 Program Planning
   a. Potential dates and locations
      i. Friday, December 1st
   b. Program format
   c. Potential themes
      i. Assessment: What is it good for? (Absolutely nothing?)

6. Fieldtrips
   a. Ideas?
   b. Thoughts on a form to receive ongoing ideas?

7. Arrangements for the next meeting

8. Open Discussion
   a. Did anyone attend the RUSA Town Hall (12/5/22)?
   b. Plans for ACRL 2023?

CARLDIG-South Steering Committee Meeting Minutes
January 26, 2023
10:00am – 12:00pm

Present: Leanna Pagano, Shonn Haren, Norma Juarez Durian, Corrie Bott, Daniel Wilson, Rachel Keiko Stark, Annette Young, Michelle Mussuto, Michael Yonezawa
Recording: Haren

Agenda Items:

- Introductions
- Approval of Minutes (October 28, 2022 meeting)
  - Edits
    - Michael Yonezawa was unable to attend the Program Volunteer team meeting on 11/4 & 11/8
  - Minutes approved with edits.
    - Question was raised if members of the interest group who were not officers were allowed to vote on motions. Pending a review of the bylaws, it was agreed that, so long as one was a member in good standing of CARLDIG-S, one could vote on motions in the meetings.
      - A review of the bylaws noted that there is no restriction
- Welcome new officers!
  - Shonn Haren (Secretary)
  - Michelle Mussuto (Publicity Officer)
  - Daniel Wilson (Chair Elect)
  - Corrie Bott (Webmaster)
- Vacant position
  - Program Chair
    - Proposed to advertise the position through an email to the membership
    - Also encourage people to start thinking of topics or presentations for Fall Program (not a call for papers yet)
    - Daniel volunteered to draft and send out the message
- Hosting in-person programming for Fall Program
  - Norma volunteered Univ. of La Verne for an in-person program
  - Shonn also volunteered Cal Poly Pomona for in-person programming
    - Perhaps hold in October in connection with CPP’s pumpkin festival?
  - CARL Board has discussed interest groups having more in-person meetings and the budget for such meetings
    - Interest groups will be receiving $1000/yr. for honoraria for speaker and $500/yr. for events
      - (this is tentative, pending approval from the CARL board)
  - In-person meetings will require significantly earlier planning, as budget matters will have to be attended to
● 2022 Fall Program Survey responses
  ○ Majority of responses found topics useful and length of program good
  ○ Majority of responses rated the program a "5" for content, format and online experience
  ○ Feedback
    ■ Recent graduates learned a lot from program
    ■ Programming meets expectations
    ■ Future topics -
      ■ Assessment!
      ■ How to use data
      ■ Online adaptation of orientations
      ■ Still use zoom for reference
      ■ How libraries are addressing DEI work on campus
  ○ 46% of attendees said they would be unlikely to travel, preferred virtual only
    ■ Possibly due to fact that statewide attendance
  ○ 38% said "too early to tell"
  ○ One of the CARL interest groups has done an in-person event successfully
  ○ Hybrid format could be a good compromise measure
    ■ This will diminish the online experience to some degree
    ■ Particularly in discussion groups/breakout rooms
    ■ On-site locations will need to be logistically
    ■ Goal would be to make it worthwhile to attend in person (what is the value added for not attending virtually)
      ■ This could include sessions that cannot be streamed, interactive portions that will only be in person (food) etc…
      ■ Passive portions can be streamed, active portions would be in-person only
    ■ Doing a tour of a new library...

● In person steering committee meetings
  ○ Have been done in the past, usually 2x annually, once to elect officers, once in preparation for annual program
    ■ Often held at program site to look at layout of facility to see what is possible
  ○ Sometimes informal meetings on site prior to the program to familiarize committee with the site.

● Fall 2023 Program Planning
  ○ Probably still 1st Friday in December
  ○ Format, maybe hybrid
    ■ Do at CPP?
    ■ Show off HyFlex classroom
  ○ Assessment, what is it good for?
    ■ Daniel & Shonn willing to present, maybe UCR instruction coordinator too?
  ○ Other programming ideas
    ■ Marketing reference, how do you let students know that this is a service we provide?
● Do a CARLDIG-S field trip to the Cal Poly Pumpkin Patch?
  ○ Shonn can provide dates & pricing
    ■ Traditionally this person would send out the invites/promotion
  ○ Look for a Friday in October
  ○ Business in the beginning at the library
  ○ People commute to the pumpkin patch
  ○ Add suggestion box to CARLDIG-S LibGuide for potential field trips
    ■ Contact link for potential locations
    ■ Would they be willing to promote if their institution

● Next Steering Committee Meeting?
  ○ Wednesday March 29th - 10am-Noon