

DIAL Business Meeting Minutes
Pollak Library, Cal State Fullerton
April 14, 2005, 10:00 AM – 12:00 PM

Attendees: Stephanie Ballard, CSU, Northridge; Judith Samuel, Santa Monica College; Claudia Huguín, SJSU Fullerton Campus Student; Jie Tian, CSU, Fullerton, Susan Luévano, CSU, Long Beach; Collette Davis, CSU Fullerton; Susan Shapiro, Mount St. Mary's College; Shahla Bahavar, USC; Sophie Lesinska, USC; Melanie Chu, CSU, San Marcos; Barbara Miller, CSU, Fullerton

1. Welcome, Introductions & Announcements

Jie Tian welcomed attendees to the meeting and introduced two guests, Sociology Professor, Dr. Dai, and Lu Chi, from Southwest China College of Finance and Economics, where Dr. Dai is also the library director. Stephanie Ballard announced that there would be a program at Cal State Fullerton on Friday, April 29th at 9:00 AM, sponsored by the CARL interest group, CSUL, called Demystifying MetaLib. She encouraged all of us to attend. Later in the meeting, she also announced that Karin Duran has been named Interim Associate Dean of the Oviatt Library.

2. Approval of the Agenda -- Agenda was approved with the correction of the bullet numbers following the duplicate number 3.

3. Approval of Minutes -- Approval of the Minutes of the February 4, 2005 minutes was deferred to the next meeting.

4. Program Planning -- Summer 2005 Program -- Judith Samuel distributed a handout listing the speakers that have been contacted. She announced that Shahla Bahavar has confirmed the USC Leavey Library Auditorium for the Friday, June 3rd program.

Decisions made:

- Time to start program: Continental breakfast/networking at 9 AM, with program starting at 9:30 AM; giving 15 minutes for an introduction, each participant 20 minutes to speak and 20 minutes for Q & A at the end (12:30 PM).
- Auditorium holds 52 people.
- Participants have not requested honorariums; however, we will be taking them to lunch after the program. Shahla will handle arrangements for lunch at USC. Melanie Chu has volunteered to do the program for us.
- Theme: Preserving Memories: Human Rights Violations/Ethnic Cleansings
- Participants:
 - a. Jeffery Robinson, Southeast Asian Department, UCLA (East Timor)
 - b. Jok Madut, Loyola Marymount (Sudan)
 - c. Alexandre Kimenyi, Pan African Studies, Cal State Sacramento (Rwanda)
 - d. Gia Aivazian, Armenian and Greek Bibliographer, UCLA (Armenia)

e. Judith Truelson, Information Services Division Reference Coordinator, Head of Doheny Research Services, USC (Shoah Foundation)

f. Olga Nikolic, Ph.D. candidate, International Politics, School of Slavonic and East European Studies, University College, London (Serbia Croatia)

- Participants have all received a letter and Judith has spoken to all of them. They will be giving the resources in their field. She will follow it up with a list of bullet points in common, so that they will focus on the same issues of interest to librarians. Shahla suggested that we also request they send their PowerPoint presentation files so that they can be loaded into the computer to save time. Judith has encouraged all of them to bring handouts.
- Shahla will provide for program assessment.
- Publicity: Judith will send a save the date out to DIAL and CARL as soon as possible; all of us will be responsible for sending the announcement to groups where they are members. Please let Judith know where you have sent it.
- Other places to advertise: LACASIS, program should be of interest to others, Southern California Archivists and other Archive groups, Black Caucus, REFORMA, Center for Information as Evidence.
- Registration Fee: \$10.00 for CARL members and students; \$12.00 for non-members; \$6.00 for parking; parking will be provided for participants.
- Call for Registration will go out by May 1st; it goes to Claudia.
- Registration Deadline: May 27th
- Shahla asked whether we needed to have copies of our DIAL brochure available at the program for recruitment purposes. Everyone agreed. Susan Luévano will send out the old brochure for us to check. She will update the mission statement.

A short program planning meeting will be held at USC on May 16th at 3 PM to finalize arrangements.

5. 2006 CARL Annual Conference & DIAL Participation -- call for participation for annual meeting has been send out. The theme is "Beyond the Ivory Tower." Judith would like to recommend that we propose to do a version of summer session at the CARL Annual Conference or, at least, use the same concept using other participants from Northern California.

Co-sponsorship with DIAL-North --

- a. Susan Luévano asked if we know whether DIAL-North is doing anything. As a courtesy we should find out to see if we should be supporting their efforts or a joint effort.
- b. Shahla pointed out that Mardi has already expressed an interest in doing a joint program at this conference.
- c. Jie will contact Mardi.

Decision to be made: Pre-conference or conference panel?

- a. The Pre-conference proposal deadline (full or half day) is June 17th, so there is still time after the June 3rd program to make this decision and put something together. (See scheduled meeting listed below.)
- b. Susan Shapiro reminded everyone that the pre-conference proposal we sent in did not include the finalized program, just the main idea, an outline and format. There was time to flesh out the details latter.
- c. The deadline for regular conference program proposals has not yet been sent out; they are usually 90 minutes long. Barbara pointed out that we have more time to make a decision about a conference proposal.
- d. Reaction to the summer program can inform our decision to repeat the session.
- e. Melanie suggested doing a follow up to our pre-conference last year, with a session on long-term strategies for developing ethnic collections.
- f. After the last pre-conference, Susan Luévano made a list of all the hot topics discussed during the program which she distributed at our first meeting after the conference. She can send it back out to see if any of them fit as a back up for a conference program.

DIAL Mission Statement/Bylaws

6. DIAL Mission Statement -- Collette Davis presented a new draft of the DIAL Mission Statement.

The group reached consensus on the wording of the mission statement for DIAL-South.

The relationship between DIAL-South and DIAL-North still needs to be clarified. We will share our mission statement with them. They can decide to use our mission statement or if they do not agree, they can write their own. At the same time we want to maintain a good relationship with DIAL-North.

We have agreed to present this to DIAL-North to determine whether this will be the mission statement for all of DIAL or just for DIAL-South. Stephanie and Jie will contact Mardi (president, DIAL-North).

7. DIAL Bylaws -- Discussion of the bylaws was deferred until the next meeting.

Reports -- Stephanie reported on several meetings she attended since our previous DIAL business meeting.

8. UCLA-DRMC/DIAL Report

Meeting held at the Chicano Center Library on the UCLA campus and hosted by Yolanda Ritter.

Clara Chu, Professor and co-chair of the DRMC, chaired the meeting.

They are not interested in starting a new mentoring program with us, but would welcome our participation in their existing mentoring program.

We are invited to get involved in their open house for incoming masters students.

They had some interest in getting involved in co-sponsoring a CARL conference program perhaps on service learning as a recruitment strategy or library-community organization partnerships. Barbara pointed out that their primary focus is recruitment and any joint program should probably concentrate on that area.

Alberto Tovar, director of Azusa Public Library, is heading up an all-day summit on library recruitment in which we are welcome to participate.

Stephanie announced that Sylvia Calzada, Cal State Northridge, has agreed to be the DIAL representative on the UCLA-DRMC.

New Diversity Librarians' Network housed at the University of Tennessee. Their goal is to be a clearinghouse for diversity in the library profession. The web site address is: <http://www.lib.utk.edu/residents/dln/>

9. CARL Regional Meeting -- Stephanie also attended this meeting.

She reported that the meeting was essentially a report on state of the CARL organization.

She also got the opportunity to report on our DIAL activities for the last year. Susan Luévano thanked Stephanie for her efforts, noting that it was very good for DIAL to have a presence at this type of meeting.

Stephanie announced that we are up to 125 people on our membership list. These are all the people that have checked off the DIAL box on the membership application and includes people from both regions of the state. Some of us are not registered yet. She also explained how to get into the members-only part of the web site. When you join you will receive a password that allows you to get in.

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10. Meeting Feedback -- This is the time to take stock of how we feel about how the meeting went. Any suggestions or unresolved issues about how this meeting was conducted.

Melanie is happy that she can participate even if it is only over the phone. Next time we will get the agenda to her in a more timely fashion.

Sophie will be posting corrected minutes on our website.

Susan Luévano appreciated that we approved our mission statement. That we made a decision to be an autonomous group. She suggested that we need to stick to the agenda and be more focused and the meeting would go faster. Several times the meeting broke down and everyone was talking at once. We need to use our time keeper (Claudia).

11. Next Meeting -- A short meeting has been scheduled on June 3, 2005, at USC after the summer program, around 2 PM, to decide if we will be submitting a pre-conference proposal for CARL 2006.

Submitted by Barbara Miller, DIAL Secretary, 2004-2005