

SCOPA Meeting

January 10th, 3:30-4:45

SML Lecture Hall

Recorder: Este Pope

Present: Eileen Smith, Este Pope, Hongbin Liu, Alice Prochaska, Diane Turner, Camilla Tubbs, Marsha Garman, Kevin Glick, Suzanne Estelle-Holmer, Cynthia Roman, Matthew Mason, Thomas Bolze, Kelly Barrick, Jen Krivickas

Absent: Michael Forstrom

Part 1

Eileen welcomed everyone to the SCOPA transition meeting. Everyone in the group introduced themselves, explaining whether they were new, ongoing, or outgoing SCOPA members. Este Pope introduced herself as the SCOPA chair for 2007.

Minutes of the previous SCOPA meeting were approved by the 2006 SCOPA members.

Subcommittees reported on their assignments from 2006 and gave brief descriptions for incoming members.

Kevin Glick spoke about the New Library Professional's Orientation, which takes place usually twice a year pending enough new library staff. With the number of staff hired in Beinecke, we will be due for an orientation this spring. This subcommittee is responsible for scheduling the date, location, catering, and speaking assignments for the orientation.

Este Pope spoke about the Webmaster role, which we are calling the "SCOPA Web Team" since two SCOPA members manage this currently (Marsha Garman and Este Pope). We had a busy year of updating the website with routine tasks and also did cleanup of the directories on the web server. We also did a complete review and update of the SCOPA website with other members of SCOPA.

Cindy Roman spoke about the Grants subcommittee. She explained the grant gives about \$1000 for work to benefit the library or to develop professional skills for librarians. Applications are accepted in the fall and grants are awarded in December. Final reports for the previous year's grant winners are due in January, and a forum for the previous year's grant winners takes place in the spring.

Kelly Barrick gave an update on the Mentoring program, which she oversees with Camilla Tubbs. They have put together a new list of volunteers for this year, and look forward to matching up mentors and mentees. A goal for 2007 will be to create forms on the SCOPA website for mentor and mentee requests.

Eileen reported on Library Publications on behalf of Michael Forstrom who was absent. A call goes out twice a year (spring and fall) for publications, and people get added to the publications list on the website.

Eileen gave a summary of the 2006 annual report. She noted that if we want to provide a link to previous annual reports on the SCOPA website that she has electronic copies going back the last five years. 21 forums were provided with 632 in attendance, with an average of 30 per forum. Highlighted projects in 2006 included updating the SCOPA website and documentation, as well as including M&P staff members in the New Library Professional Orientation for the first time. We had 12 new hires at the October orientation.

Diane Turner asked for a round of applause for current SCOPA members, and gave a special thanks to Eileen for her work as chair in 2006. She commended the committee for a year of great activity.

Alice Prochaska expressed her gratitude to SCOPA and encouraged continued development of new programs, including involving C&T staff in new ways. She continues to encourage feedback from M&P staff and from SCOPA, and reminded everyone about the continuation of the M&P luncheons to provide feedback.

Diane added she was especially glad to see orientation opened up to all M&P's. She suggested a way to include C&T's in SCOPA programming might be to host a reception for staff who are currently in library school, and identify someone from SCOPA to work with that population in the library.

All outgoing SCOPA members as well as Diane and Alice were dismissed at this time.

Part 2

Este again welcomed the new members. She then went over the plans for the coming year:

- **Annual forums:**

International Festival of Edible Books (annual? ca. April 1st)

SCOPA Grants Forum -- 2006 recipients' presentations (April)

Report to Staff (was 'State of the Library') by Alice Prochaska (Sept./Oct.)

Promotion Review by Diane Turner (Fall)

- **Recurring non-forum:**

New Librarians' Orientation (twice yearly, Spring and Fall)

- **Forums scheduled**

Arts of the Book co-sponsoring a speaker in conjunction with their current exhibition, Pictorial Webster's: An Artist's Book by John Carrera of Quercus Press, November 13, 2006 - February 22, 2007. (Camilla: January 19)

Motivational Speaker Jessica McWade (Jen: February 1)

Snapshot Series: February 2007 Beinecke JWW Collection. Diane Turner suggested that the Diversity Council co-sponsor this event. Rich Richie is the contact. Nancy Kuhl is the suggested presenter from Beinecke. (Kelly Barrick: February ??)

- **Possible forums**

Proposal from Daniel Lovins re Metadata speaker
Paul Steuhrenberg (Divinity Library director) re Africa library trip
New ILTS director (a couple of months after being hired)
Update on YUL editorial projects (Boswell, Edwards, Franklin)
Library films (not shown in summer 2006)
Martha Smalley/Collections Collaborative

- **New project for SCOPA??**

In the past SCOPA was the only group to organize events. Now that many others are doing so as well, in the future SCOPA might consider cutting forums down from 2 per month to 1 per month in the future. New Librarians or Promotion Review are additional to this equation.

Eileen reported that Diane Turner suggested that SCOPA write guidelines for scheduling and coordinating forums Library wide to avoid overlaps and conflicts. Amanda Patrick and Michael Colavolpe might be included in the discussions.

The idea of doing a reception for library school staff was also discussed.

Subcommittee Assignments

Mentoring – Camilla, Kelly, Tom

Grants – Jen, Matthew

Publications – Tom

Web team – Hongbin, Este

New Librarians Orientation – Suzanne

Meeting schedule for 2007 and next meeting

- We will meet on the 2nd and 4th Wednesday of the month from 2-3 pm
- Next meeting is January 31th, 2-3 pm