

**SCOPA Meeting Minutes**  
**January 31, 2007**  
**SML 409**

**Present:** Kelly Barrick (recorder); Tom Bolze; Suzanne Estelle-Holmer; Jennifer Krivickas; Hongbin Liu; Matthew Mason; Este Pope (chair/convener); and Camilla Tubbs

**1. Approved meeting minutes from January 10<sup>th</sup> meeting.**

**2. SCOPA Meeting Maker**

Please check that you have access to SCOPA via proxies in Meeting Maker. If you don't please let Este know.

**3. Minute taking - reporting**

Minutes will be taken by members in alphabetical order. Also please remember to note the number of attendees for forums in the minutes.

**4. Subcommittee reports:**

**Publications** – It was decided that notifications for both new publications and new mentors/mentees will be sent out bi-yearly – at the end of March/beginning of April and at the end of September.

**Web site** -- Tom and Hongbin have access to the web site and will meet with Este to review the process.

**Grants** – Jen announced that the deadline for 2005 Grants reports is today. Also Matthew Mason will be serving on the Grants Subcommittee.

**New Librarians/Library Professionals Orientation** – Suzanne has received a list of new employees and will be checking to see if March 8<sup>th</sup> from 2-4pm would be a good date for the next orientation with Alice and Diane. Andrew Gray recommended this date to Suzanne. There was a reminder that M & Ps are now invited to attend and that the orientation's name will now be the "New Library Professionals Orientation."

**Mentoring** – There will be an email reminder going out to mentors soon.

**5. FORUMS**

"Pictorial Webster's: An Artist's Book by John Carrera" – 19 attended

Reminder of upcoming forums:

- Jessica McWade, Feb. 1<sup>st</sup> from 3:30-4:30pm, SML Lecture Hall
- Nancy Kuhl, James Weldon Johnson collection, Feb. 26<sup>th</sup> from 2-3pm, SML Lecture Hall

Forums to schedule:

- Promotion forum, M & Ps (March) – Diane & promotion committee (Tom will schedule)

- Promotion forum, Librarians (November) – Diane & promotion committee (Jen will schedule)
- Librarian's Report to Staff (Oct/Nov) – Alice (Matthew will schedule)

## **6. Overview of forum planning**

Este reviewed the procedures for planning forums. Please refer to the "Guidelines for Forum Planning" whenever planning a SCOPA forum.  
[http://www.library.yale.edu/scopa/forums/forum\\_planner.pdf](http://www.library.yale.edu/scopa/forums/forum_planner.pdf)

## **7. Forum brainstorming**

Next generation library catalogs - co-sponsored with PIC (Public Interfaces Committee)  
Este suggested bringing in a non-Yale panelist from University of Rochester or University of New Hampshire. This could then be extended into a series of forums on metadata. Este will follow up with PIC on this possibility.

Rebekah Irwin (Beinecke) - Beinecke digital library and/or metadata.

Library Research Fellow Program – Tom is going to check with Alice and/or Michael C. to see if this program still exists and if so, could the fellows present.

Library school series – Matthew suggested a forum or forums on staff experiences going to library school; how to balance work and school; what can you do to support your professional work and education