

SCOPA Meeting Minutes
October 10, 2007
SML 115, Meg Bellinger's Office

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

Call to Order: 2:00 p.m.

1. Approved meeting minutes from September 26 meeting.
2. Library school reception last minute review:
 - Tom has list of representatives coming from out of town. Some have still not confirmed, but we have tried our best. Teresa Miguel will have information on scholarship for diversity candidates. Suzanne will contact the Learning Center to make sure the brochures and forms for Tuition Reimbursement are sent to SML in time.
 - Janene Batten (Nursing Library) will represent SCSU. We could also have some blank nametags and encourage people to "represent your school."
 - Skirts have been ordered for the tables. No legs are to be exposed! Catering is all set. (Kelly)
 - Web page: Hongbin will post the names and home page URLs of schools represented on a web page linked from the SCOPA website. This will be ready to go on the day of the reception.
 - Timeline: Send out Yulib announcements on Thursday, Monday and Wednesday morning (of event). The lecture hall is reserved from 12:00 – 3:30. Representatives can begin set up at 1:00 pm. SCOPA members should be present at 1:00 too, if possible, to assist with set up. Suzanne will contact Maryetta Russell to make sure that the microphone is ready. Kelly and Jenn may want to monitor or hold back food, depending on number of people.
 - Speakers: Suzanne will welcome and introduce the speakers. Alice Prochaska will speak first, Ed Harris, second and then Diane Turner. Suzanne will contact the Learning Center/Learning Plan and/or Yale Benefits office to try to have someone available to speak with attendees about employee benefits.
 - Room Set-Up: Este will check with Kelly about whether tables will have skirts.
 - Publicity: Sandwich board will be set up on Wall Street. Geoffrey Little will put announcements in the Yale Bulletin and other venues.
3. Grants
 - C&Ts: Hongbin will post the new information on C& T participation in Grant projects: C&Ts should be eligible to participate but, they should not be permitted to be the lead investigators and should always have supervisor approval to be on a grant application.
4. Forums/Events
 - Promotion Review Forum for Librarians (10/3): This forum had an attendance of 26.
 - Promotion Planning for Librarians (10/3): This forum had an attendance of 24.
 - Another Promotion Review Forum for Librarians is planned for Oct. 19, 12-1, SML Lecture Hall.

- Jerome Offord from the ALA Diversity will speak on “Diversity in the Library Profession” on Oct. 16, 2-3 pm, SML Lecture Hall, reception following.
- University Librarian’s report to the staff: The first forum is scheduled for Oct. 16, 2-3 pm in the SML Lecture Hall. A second will be held Oct. 22, 2:30-4:30 pm in the Beaumont Room, Medical School. A third forum at the Divinity School is under consideration.
- Committee fair: Oct. 22, 2:30-4:30. Jen, Matt and Este volunteered to represent SCOPA.
- Jen proposed that members of SCOPA join the SCOPA grant review subcommittee for lunch. Extra sandwiches had to be ordered to meet the quota. It was decided that we could make at least one of these dates our SCOPA meeting. Only those on the review board will stay for the discussion of the grant proposals. After the meeting, Este confirmed that we will cancel the November 14th SCOPA meeting, and instead will meet for lunch at the BAC on November 19th (informal meeting). The SCOPA grant review subcommittee will meet on November 26th only.
- Pod casting: In follow-up to Joe Murphy’s email asking if the grants workshop would be pod cast, Este discussed the issues with Diane Turner. Initially she was enthusiastic, but after further discussion it was decided it was too soon to make a decision. The biggest impediment seems to be the maintenance issues. Where would the pod casts be stored? There are also difficult legal issues. It was decided that this is something we should “keep on the table,” but at present SCOPA does not have the resources to be involved. It appears to be a larger issue for the library and university as a whole.

Next meeting: Oct. 24.

Adjourn: 3:00 p.m.