TO: ALA Council

DATE: June 30, 2024

RE: COO Action Requests in 2024 and Informational Update

ACTION REQUESTED/INFORMATION REPORT

Action requested from Councilors to cast their vote to:

1) Create a Makerspace Round Table (see Appendix 1)
2) Change the name and charge of the Training, Orientation, Leadership Development Committee (see Appendix 2)
3) Create the ALA Affiliates Committee (see Appendix 3)
4) Discontinuance of Committee on Research and Statistics (see Appendix 4)

INFORMATION ITEMS TO REPORT:
5) General Updates (Appendix 5)
   a. Policy Manual Revision Working Group
   b. COO Committee Review and Information gathering
   c. Committee Roster

ACTION REQUESTED BY: 2023-2024 Committee on Organization

CONTACT PERSON: Andrew K. Pace (andrewkpace@gmail.com), Chair

BACKGROUND: see attached Appendices 1-4 for action items.

APPENDIX 1:

Committee On Organization
Action Request Form

Date: 1/19/2024

Re: Establish a Library Makerspace Round Table

Action Request (See types of requests in COO Guidelines; Note: Informational only requests does not need COO approval, however, action request form is needed for documentation)**:**

☒ Establish (e.g. *new MIG*)   ☐ Discontinue (e.g. *end of MIG*)   ☐ Renew (e.g. *renewal of MIG*)

☐ Name Change (e.g. *changing name of Round Table*; Note: Informational Only)

☐ Define/Change/Clarify (e.g. *function, committee structure, etc.*)

☐ Request to Move (e.g. *moving from MIG to Round Table*)

Committee/Units Affected/Contact Name/Email:

- Dr. Kyungwon Koh, University of Illinois at Urbana-Champaign, kkoh@illinois.edu,
- Dr. Rebecca M. Teasdale, Assistant Professor, College of Education at the University of Illinois Chicago, rteasd2@uic.edu

- Nation of Makers Library Makerspaces Working Group (https://www.nationofmakers.us/libraries-working-group)
- Library Makers (https://www.librarymakers.org)

Background: Provide any background information on program/issue under consideration, including why is this action necessary.

Makerspaces in libraries have experienced significant growth across various types of libraries, including public, school, academic, special, rural, and urban libraries. They take on different forms, such as dedicated physical spaces, flexible maker programs and kits, mobile maker trailers, or online resources. Recognizing the increasing need for library makerspace professionals to connect and share resources, a few networks have emerged, including the Nation of Makers, Library Makers, ALA CORE Maker Technology Interest group, and regional and local groups.

While not aiming to replace or compete with existing groups, the current moment presents an excellent opportunity to leverage the expertise of the existing networks, increase the visibility and accessibility of the library makerspace community as a whole, and attract more individuals. This proposal suggests that

the ALA Round Table is a suitable venue to develop infrastructure and strategic directions for sustainable national-level networks.

Distinguishing itself from existing groups, the proposed ALA Round Table seeks to address sustainability issues faced by some groups that heavily rely on grants and individual leadership. Being part of ALA, the world's oldest and largest library association, provides an opportunity to establish a structure that extends beyond short grant cycles. The Round Table offers an affordable personal membership rate compared to divisions, making it an accessible way to engage with ALA. Makerspaces span across various ALA divisions, and the Makerspace Round Table could complement existing Round Tables, such as the Game and Gaming Round Table and the Graphic Novels Round Table. In addition, we could offer ALA members more engaging, hands-on, and playful making experiences.

We acknowledge that there exists the Maker Technology Interest Group under the CORE division, whose goal is to "explore technologies located within makerspaces, content creation spaces, and the management of such areas." The proposed Round Table aims for broader goals, including continuing educational activities; sharing and advancing research on library makerspaces; and connecting current and preservice professionals, library educators, and researchers. The Round Table, instead of an interest group under a division or Membership Initiative Groups, will greatly help make the group more visible and accessible. The Chair of the Maker Technology Interest Group has been encouraging their members to view this proposal as an additional opportunity to connect with professionals working in library makerspaces, build awareness of our work, and invite others to join us. We strive to work together towards the common goal of advancing library makerspaces. We want to build together the strategic vision of library makerspaces, ensuring that makerspaces ultimately advance the core mission of contemporary librarianship, including access, community, learning, diversity, and more.

Proposal: Provide detailed information on proposed action requested.

We propose the establishment of a new Library Makerspace Round Table, beginning in September, 2024. Spanning different ALA divisions and library types, our vision for this newly proposed Makerspace Round Table is to foster expertise and connect current and future library maker professionals, educators in higher education, and makerspace researchers. The Makerspace Round Table aims to offer ALA members opportunities for both in-person and online engagement, leveraging the ALA annual conferences, webinars, websites, and other platforms.

The initial vision and proposed activities from the petitioners include:

- Continuing education activities (webinars, resources, conference sessions, workshop, both in-person and online)
- Research-Practice: sharing and supporting research that directly informs and support the makerspace practices
- Developing pipelines for library makerspace professionals and leaders: This may include supporting pre-service education and connecting pre-service and current professionals
- Intentionally building and increasing EDI goals and practices
- Offering ALA members creative, hands-on, and playful maker experiences in ALA conferences and more

We believe it is important to listen to the members of the Round Table and collaboratively develop the vision and specific activities for the group. Therefore, we have submitted an IMLS (Institute of Museum and Library Services) National Leadership Grant to convene a series of national forums from August 2024 to July 2025 to collaboratively establish the foundation of this Round Table; we have been selected to advance to the second phase of the grant application.

Equity, Diversity, and Inclusion: Provide brief information on how your group, including this proposed action supports ALA's values on EDI (http://www.ala.org/advocacy/diversity).

Library Makerspaces contribute to the values of equity, diversity, and inclusion in librarianship, by providing access to tools, spaces, expertise, and social opportunities for community members with different backgrounds. These resources may not be readily accessible to them otherwise. Literature indicates that library makerspaces have expanded and diversified the range of maker projects and embraced user groups who may not have previously identified themselves as a maker.

The proposed Round Table will intentionally facilitate a discussion on equity, diversity, and inclusion in the maker movement, and we will ensure diverse representation among the committee members by extending invitations to groups that have been underrepresented in maker culture.

Submit form and accompanying document(s) to: Marsha P. Burgess (mburgess@ala.org) and Sheryl Reyes (sreyes@ala.org), ALA COO Staff Liaison

APPENDIX 2:

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Committee On Organization
Action Request Form

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Date: 2/16/2024

Re: TOLD Committee Name and Charge

Action Request (See types of requests in COO Guidelines; Note: Informational only requests does not need COO approval, however, action request form is needed for documentation)**:**

☐ Establish (e.g. *new MIG*)   ☐ Discontinue (e.g. *end of MIG*)   ☐ Renew (e.g. *renewal of MIG*)

☒ Name Change (e.g. *changing name of Round Table*; Note: Informational Only)

☒ Define/Change/Clarify (e.g. *function, committee structure, etc.*)

☐ Request to Move (e.g. *moving from MIG to Round Table*)

Committee/Units Affected/Contact Name/Email:

Holly Camino, TOLD Committee Chair, hcamino@cuyahogalibrary.org

Holly Robison, ALA Staff Liaison, hrobison@ala.org

Sheryl Reyes, ALA Staff Liaison, sreyes@ala.org

Background: Provide any background information on program/issue under consideration, including why is this action necessary.

Rationale:

The Committee Charge and name change is proposed to better focus the work of the committee, which is to foster leadership development efforts. The updated charge will keep the committee relevant and adaptable to the changes within the ALA organization, as well as optimize committee work and responsibilities, while keeping within the scope of work that the committee can realistically accomplish. These efforts to focus the work of the committee are already being practiced: In 2022, the ALA Executive Board helped execute the 2023 ALA Governance Institute (AGI) during the Library Learning Experience (LLX). Due to TOLD's related charge to the goals of AGI, this committee took on this work and executed the 2024 LLX ALA Governance Institute. In addition to in-person offerings, TOLD would like to focus on providing virtual leadership opportunities for our members.

Coordination of the ALA Committee Associate training program will no longer be explicitly stipulated in the charge, but TOLD will review & assess the effectiveness of this program in the coming year.

Proposal: Provide detailed information on proposed action requested.

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Current Name and Charge

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Training, Orientation, Leadership Development Committee (TOLD)

Charge: To plan and coordinate training, orientation, and leadership development for member leaders at all levels across the association. To inventory training and orientation modules in divisions, round tables, and other association groups. To coordinate the ALA Committee Associate training program.

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Proposal for New Name and Charge

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ALA Leadership Development Committee

Charge: To prepare prospective and current member leaders within the association to serve in ALA member leader positions. To inform ALA's member leadership pipeline and succession planning. To plan and coordinate activities to support member leaders with association leadership development and governance.

Note: member leaders include, but not limited to committee members, committee chairs, round table and division leadership, councilors, and executive board members.

Equity, Diversity, and Inclusion: Provide brief information on how your group, including this proposed action supports ALA's values on EDI (http://www.ala.org/advocacy/diversity).

Focus the work of the committee to reduce barriers for all library workers to engage with ALA. To educate all potential and current members about ALA leadership opportunities and to support them through training and activity opportunities both in person and virtually.

Submit form and accompanying document(s) to: Marsha P. Burgess (mburgess@ala.org) and Sheryl Reyes (sreyes@ala.org), ALA COO Staff Liaison

APPENDIX 3:

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Committee On Organization
Action Request Form

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Date: 5/15/2024

Re: Affiliates Committee

Action Request (See types of requests in COO Guidelines; Note: Informational only requests does not need COO approval, however, action request form is needed for documentation)**:**

☒ Establish (e.g. *new MIG*)   ☐ Discontinue (e.g. *end of MIG*)   ☐ Renew (e.g. *renewal of MIG*)

☐ Name Change (e.g. *changing name of Round Table*; Note: Informational Only)

☐ Define/Change/Clarify (e.g. *function, committee structure, etc.*)

☐ Request to Move (e.g. *moving from MIG to Round Table*)

Committee/Units Affected/Contact Name/Email:

Affiliate Committee

Lessa Pelayo-Lozada

lessalozada@gmail.com

Background: Provide any background information on program/issue under consideration, including why is this action necessary.

At the Spring 2023 ALA Executive Board Meeting, the board approved a working group to visit the relationships between ALA Affiliates and ALA. The board appointed then ALA President Lessa Kananiʻopua Pelayo-Lozada as chair and board member Alexandra Rivera as members of the Working Group with a charge to "explore options to enhance the ALA affiliate program. The group will evaluate the goals of the program and assess existing costs and benefits to both existing affiliates and the American Library Association."

At the Annual Conference Affiliates Luncheon, Chair Pelayo-Lozada put out a call for volunteers for the working group. The first meeting occurred in October 2023 with regular meetings following. The group surveyed the ALA Affiliates, emailing contacts directly and posting in the ALA Connect group for Affiliates. The fifteen question survey (Appendix B) returned 25 responses and focused on the benefits that Affiliates currently utilize and would like to utilize in the future as well as gauged interest in future opportunities for collaboration.

The results informed the recommendations below and highlighted a strong need for improved communication between ALA and its Affiliates. Additionally, the survey and conversations of the

Working Group indicated a disconnect between expectations of Affiliates and the ALA Office for Diversity, Literacy and Outreach Services (ODLOS). As will be addressed in the recommendations below, relationships and services between ODLOS and the affiliates have changed over the last several years and transparency and stronger communication is essential to maintaining strong relationships as well as managing expectations.

For reference, a list of current ALA Affiliates is at the end of this document in Appendix A.

Summary of Recommendations:
- Add a goal for the ALA Affiliate Program to the website as stated below
- Update the benefits of the ALA Affiliate Program as described below
- Establish an Affiliate Committee as a Standing Committee of the Association.
- Charge the Affiliate Committee with creating a handbook for ALA Affiliates that outlines their benefits, how to obtain those benefits, timelines for meetings and gatherings, and staff contacts.
- Update the Criteria of Affiliation for clarity on process and application. It is recommended to include an application checklist and outline where those documents should be sent.
- Add a staff contact for the Affiliates program to the website
- ODLOS revisits its services and support to Affiliates and standardizes its basic offerings
- ODLOS clearly defines what Affiliates it works with and how to become an "official" ODLOS Affiliate on its website.

Full Affiliate Working Group Final Recommendations are attached.

Proposal: Provide detailed information on proposed action requested.

The ALA Affiliate Working Group recommends the establishment of an ALA Affiliate Committee.

The proposed charge for the committee: The ALA Affiliates Committee works to ensure all affiliates understand their responsibilities to and their benefits from ALA. This group will also promote opportunities for affiliates to work together on programming.

The tasks of the Affiliates Committee will include:
- Serves as a communication pathway between the Affiliates and ALA.
- Is composed of a chair, with one representative from each affiliate.
- Meets a minimum of quarterly, but may meet more often as needed.
- Meets annually in person at the Annual Conference.
- Coordinates an annual orientation to the Affiliates Program.
- Coordinates the Affiliates program at ALA Annual Conference featuring the work of the Affiliates.
- Creates and maintains the Affiliates Handbook

Rationale:

Traditionally the ALA Affiliate Program has been staff-led with limited communication between conferences. As a member-led association, the Affiliate Working Group recommends creating an

Affiliate Committee to lead the ALA Affiliate Program, helping Affiliates understand their responsibilities to and benefits from ALA, as well as promoting communication and collaboration amongst ALA and its Affiliates.

As a standing committee, the relationship between ALA and its Affiliates, which already requires an application process, Council approval, and annual dues, will be established as necessary to the vitality of the association, honoring the formal relationship and agreements.

Charge:

The ALA Affiliates Committee works to ensure all affiliates understand their responsibilities to and their benefits from ALA. This group will also promote opportunities for affiliates to work together on programming. The Affiliates Committee:

- Serves as a communication pathway between the Affiliates and ALA.
- Is composed of a chair, with one representative from each affiliate.
- Meets a minimum of quarterly, but may meet more often as needed.
- Meets annually in person at the Annual Conference.
- Coordinates an annual orientation to the Affiliates Program.
- Coordinates the Affiliates program at ALA Annual Conference featuring the work of the Affiliates.
- Creates and maintains the Affiliates Handbook

Composition:

One Chair who is from an Affiliate organization and one representative of each Affiliate to be chosen by the Affiliate, serving for 2-year terms.

Equity, Diversity, and Inclusion: Provide brief information on how your group, including this proposed action supports ALA's values on EDI (http://www.ala.org/advocacy/diversity).

Many of our ALA Affiliates support and/or are embedded in equity, diversity, and inclusion by virtue of their missions. By creating more synergy within the affiliates and between the affiliates and ALA, traditionally marginalized voices will have the opportunity for more impact within ALA and the profession, as well as more collaborative opportunities for ALA to participate in.

Submit form and accompanying document(s) to: Marsha P. Burgess (mburgess@ala.org) and Sheryl Reyes (sreyes@ala.org), ALA COO Staff Liaison

APPENDIX 4:

Committee On Organization
Action Request Form

Date: 5/23/2024

Re: Discontinuance of Committee on Research and Statistics (CORS)

Action Request (See types of requests in COO Guidelines; Note: Informational only requests does not need COO approval, however, action request form is needed for documentation)**:**

☐ Establish (e.g. *new MIG*)   ☒ Discontinue (e.g. *end of MIG*)   ☐ Renew (e.g. *renewal of MIG*

☐ Name Change (e.g. *changing name of Round Table*; Note: Informational Only)

☐ Define/Change/Clarify (e.g. *function, committee structure, etc.*)

☐ Request to Move (e.g. *moving from MIG to Round Table*)

Committee/Units Affected/Contact Name/Email:

Committee on Research and Statistics (CORS)

Contacts:

Kimberley Bugg (committee chair): kimberleybugg@gmail.com

Colleen Barbus (staff liaison): cbarbus@ala.org

Background: Provide any background information on program/issue under consideration, including why is this action necessary.

CORS has a broad charge, with its primary role historically being an advisory committee to the Office of Research and Statistics (ORS), and with an ORS staff member serving as the committee's staff liaison. When ORS/Library and Research Center (LARC) director Kathy Rosa retired in 2019, the work of the ORS was discontinued, and the library was renamed Library and Information Resource Center (LIRC) to reflect the unit's shift away from research work. Since this time, the duties of CORS have been unclear to committee members and the committee's staff liaison.

With the introduction of former Executive Director Hall's Impact Streams in 2021, efforts seemed to be underway for a Data, Design and Research unit to be created, to fall under the Center for the Future of Libraries. A staff-led cross functional team on data, design and research was also formed in 2022. With this in mind, 2021-2022 CORS members created a document of research recommendations, to provide insight on potential research areas for the to-be-created research-based unit to focus on. This document was shared with the data design and research CFT in early 2023, but as of this report we are unclear as to the progress of the research-related Impact Stream, or of the CFT's work and how it might align with CORS' charge.

Proposal: Provide detailed information on proposed action requested.

Without an ALA unit to advise, or a clearer charge from the Association at this time, we recommend that CORS be discontinued.

When ALA has a data, design and research strategy at a future date, it will be critical for a group of members with research experience to serve an advisory role to this unit. Until such time, the work is not substantive to support volunteer involvement.

Equity, Diversity, and Inclusion: Provide brief information on how your group, including this proposed action supports ALA's values on EDI (http://www.ala.org/advocacy/diversity).

Members of the 2021-2022 committee created a research recommendations document, to provide insight on potential future research areas for the association. For each of the areas named, the committee stressed the importance of designing the research through the lens of equity, diversity, and inclusiveness. One area of recommendation was specifically the study of equity, diversity and inclusion within the profession, focusing on what practices and changes are necessary to ensure that EDI is reflected in the library workforce and in the services provided by libraries. This document will inform future work in this area at the right time.

Submit form and accompanying document(s) to: Marsha P. Burgess (mburgess@ala.org) and Sheryl Reyes (sreyes@ala.org), ALA COO Staff Liaison

APPENDIX 5

General Updates

a. Policy Manual Revision Working Group

COO continues to participate along with members of the Policy Monitoring Committee and Bylaws Committee on a joint working group with a charge to revise the ALA Policy Manual to include recommended policy insertions from the adoption of the General Revision of the ALA Bylaws. ALA anticipates that this work will be ongoing through LibLearnX 2025.

The COO volunteers for the joint working group are:
1. Mary Rzepczynski
2. Andrew Pace
3. Carl Harvey

b. COO Committee Review and Information Gathering

In 2022, COO considered several potential changes to ALA and ALA Council Committees—including naming, structure, charge, composition, merger, and dissolution—as part of the Transforming ALA Governance (TAG) initiative. These proposed changes were dependent on changes to governance structure that did not go into effect. COO promised to revisit some of these recommendations at a later date. Starting in early 2024, COO started this review with a survey of all ALA and ALA Council Committees—gathering additional data that might result in some proactive recommendations for a more efficient and effective committee structure. COO will be collecting data from ALA staff and will be reaching out to current committees during this review. Before the 2024 Annual meeting, roughly half of ALA's 38 committees had responded to the initial survey. This work will continue in 2024-2025.

c. Committee on Organization roster, 2024-2025

The Committee on Organization is perpetually grateful for the hard work of its volunteers. With a new appointment year looming, COO is pleased to welcome a few new and re-appointed members. And we bid a fond and grateful farewell to those members whose terms are expiring.

Rolling off: Andrew K. Pace (chair), Jeffrey Sundquist, Amber Williams

Newly and re-appointed: Amy Swartz, Amy Dissmeyer, Carl A. Harvey II, Jennifer L. Ferriss, Sam Boss

Continuing: Kim DeNero-Ackroyd (chair), Emily Clasper, Rhonda Gould, Mike Marlin, Kary Mitchell, Renna Tuten Redd, Mary Rzepczynski, Rachel Wells (Associate).