

**Association of College and Research Libraries, New Jersey Chapter  
New Jersey Library Association, College and University Libraries Section**

**User Education Committee  
Minutes of Meeting, September 26, 2003**

The NJLA/CUS User Education Committee held its monthly meeting on Friday, September 26, 2003, at the Kilmer Library (Rutgers University, Livingston Campus).

Members Attending:

Nicole Cooke, Montclair State University, [cooken@mail.montclair.edu](mailto:cooken@mail.montclair.edu)

Annemarie Mascarenhas, [amascarenhas@bergen.edu](mailto:amascarenhas@bergen.edu)

Ruth Hamann, Passaic County Community College, [Rhamann@pccc.edu](mailto:Rhamann@pccc.edu)

Robert Lackie, Rider University, [rlackie@rider.edu](mailto:rlackie@rider.edu)

Leslie Murtha, Chair, Rutgers University, [lmurtha@andromeda.rutgers.edu](mailto:lmurtha@andromeda.rutgers.edu)

Karen Topham, Brookdale Community College, [ktopham@brookdalecc.edu](mailto:ktopham@brookdalecc.edu)

Kevin Whalen, [whalen47@msn.com](mailto:whalen47@msn.com)

Minutes from the August 22, 2003, meeting, were distributed and approved by those in attendance.

**Chapter Update**

Leslie Murtha brought the committee up-to-date on our Chapter's work and plans:

- NJ/ACRL is seeking to sponsor, through registration fees to the Spring Conference, undergraduate minority students who are considering coming into the profession. The Executive Committee is seeking suggestions for recruitment places.
- Nomination forms for distinguished service, technology, and research awards will be forthcoming.
- The shared information literacy group is considering a proposal for an award for project design.
- The Strategic Planning Committee of NJLA has been working on a vision statement for NJLA. The NJ/ACRL executive representative asked for clarification on how this would differ from the vision for libraries developed by the State library. No definite conclusion for this discussion was reported, but it was suggested that the NJLA vision statement would address issues concerned with the role of librarians and of the organization.
- The State Library is beginning a new library campaign.
- Upcoming workshops: Copyright, October 30-31; NJLA Building Fair, Caldwell College, November 7.
- The job shadowing program notice has been posted to students.

- A Spring program is under consideration, co-sponsored by NJ/ACRL and FDU, for 2004. If this is not feasible, the board will postpone plans for an NJ/ACRL conference until 2005.
- The NJLA Fall Business Meeting will be held on December 3.

### Old Business

- Many committee members did not receive the information for joining the User Ed Yahoo discussion board. Leslie will resend the information. Members will have 3 weeks to respond before the invitation will disappear.
- Nicole reports that the Newsletter is on its way.
- Robert reported on plans for the “E-Classroom” Fall Program: JoAnne Morales, Jackson Branch, Ocean County Library, has offered her facility for the workshop. There are two meeting rooms available: 1 large-group room for up to 60 participants, 1 lab for 24 participants.

A number of dates were considered for the workshop. Robert will aim for Friday, November 21, as a first option; November 17 will be the back-up date.

Ruth and Kevin may collaborate with Robert in the presentation.

The promotional flyer will be based on the information developed by the South Jersey Regional Library Cooperative so the PR will be consistent for all presentations of this workshop. (See [http://www.sjrlc.org/spice/CE\\_Fall\\_03/eclassroom2003\\_9.htm](http://www.sjrlc.org/spice/CE_Fall_03/eclassroom2003_9.htm) for the flyer.) (Annemarie will look at the flyer for format/changes.)

Materials are being updated. Nicole will distribute PR to the list servs. Robert will make a master copy of all handouts.

Workshop registration fees will be kept the same as in the past: \$25/members, ½ price for students, \$37.50/non-members. There is no fee for the facility, but expenses will include coffee/donuts (Dunkin’ Donuts is the suggested supplier for this location), photocopying handouts, and, perhaps, “prizes” for participants.

Registration will be capped at 24, with space allowed for a couple extra.

Time frame: 9-9:30—Registration; 9:30-12:30—program. The facility will provide technical help, especially since they provide a smart board for presentations.

Nicole will provide a short, annotated bibliography of software for e-classrooms.

Leslie will initiate the NJLA proposal form.

- Committee documentation – Has anyone found anything? Annemarie will send assessment workshop info to Leslie. Any other documentation should be forwarded to Leslie.
- Other Programs
  - Vale Conference (January 7, 2004) – submissions deadline is October 1. Annemarie and Karen will be sending in proposals.

- NJLA Spring Conference – April 19-21, 2004 (College & University section day will be April 20). Proposal form will be available online. Proposal deadline is December 5.
  - We will sponsor a panel discussion. Tentative participants will include Ruth, on the freshman experience, Carol Nurse, Montclair, new student experience, and Eileen Stec, on Douglass' "Shaping a Life" course. (Back-up panelists may include Bobbi Tipton on the Summer EOF program & Beth Bloom on Seton Hall's program.)
  - The tentative plan for the second program is a discussion between 2 alumni from the IIL Immersion program from different tracks. Nicole Cooke will talk about her experiences as a Track I attendee. We will ask Beth Bloom of Seton Hall to talk about Track II. We will discuss a detailed outline for our sponsored workshop next month.

### **Website**

Leslie and the Committee spent some time developing a prototype web page using Dreamweaver and Leslie's laptop computer. The site will have a couple standard frames detailing page sponsorship and an index to subsequent pages. Other pages will include: committee membership, minutes, events, archived past events, recruitment efforts, bibliography/links to user education collections, association links (ACRL, NJLA, IS section, ILI, VALE, LOEX, regional cooperatives), professional development opportunities, online journals related to instruction. Volunteers: send links to consider to Leslie. These can be sent in a Word file.

Annemarie will forward the bibliographic information for a great little book, The Color Index, that helps when choosing colors for websites.

### **Other**

Fran Roscello, an Albany, NY, K-16 curriculum expert librarian (and Annemarie's mom) has offered to provide a Spring workshop on how to teach, what to teach for AASL librarians and others who are trying to develop students' skills to prepare them for college research.

Our next meeting will be Monday, October 27, 2003, 1:30 P.M.

Submitted: September 27, 2003, by Karen Topham; revised October 22, 2003, by Karen Topham, with input from members.