

**Association of College and Research Libraries, New Jersey Chapter  
New Jersey Library Association, College and University Libraries Section  
User Education Committee  
Minutes of Meeting, February 13, 2004**

The NJLA/CUS User Education Committee held its first meeting of the calendar year on Friday, February 13, 2004, at the Kilmer Library (Rutgers University, Livingston Campus.)

Members Attending:

Nicole Cooke, [cooken@mail.montclair.edu](mailto:cooken@mail.montclair.edu)  
Leslie Murtha, Chair, [lmurtha@andromeda.rutgers.edu](mailto:lmurtha@andromeda.rutgers.edu)  
Mark Graceffo, [graceffo\\_m@spc.edu](mailto:graceffo_m@spc.edu)  
Robert Lackie, [rlackie@rider.edu](mailto:rlackie@rider.edu)  
Annemarie Mascarenhas, [amascarenhas@bergen.edu](mailto:amascarenhas@bergen.edu)

Minutes from the December 15, 2003 meeting were distributed and approved.

**No Chapter Update this Month**

- Nicole Cooke still requests your submissions for the Spring 2004 issue of the NJLA/ACRL College and University Section's chapter newsletter. Types of information covered in the newsletter include news of publications, promotions, new appointments, grants, presentations and special projects, among other items. This is everyone's chance to highlight your library and staff in our next issue! All submissions are due no later than February 24th.
- Still check new NJLA website for any problems with section information.

**Old Business**

- Spring Conference Planning Update
  - Through e-mail, Leslie informed committee members that both of our program proposals made by the User Education Committee were accepted by the conference planning committee: (1) a panel discussion of library education for first-year students, by Ruth Hamann, Carol Nurse, and Eileen Stec, scheduled for Tuesday, April 20, from 1:30 - 2:20 PM, and (2) a presentation on the 2003 Information Literacy Immersion Program, by Beth Bloom and Nicole Cooke, scheduled for Tuesday, April 20, from 3:30 - 4:20 PM, both at the Hilton East Brunswick.
  - Linda will put together a bibliography of 1<sup>st</sup> year experience and library instruction with assistance from Caroline Geck.
  - Annemarie will create an evaluation form for the sessions.
  - Leslie will request a computer and projector for the panel from RU.
  - Annemarie will be back-up for computer/projector request.
- Web site update:
  - Leslie has recently received the Word doc and PowerPoint slides from Robert's and Kevin's program from November 2003 and will add them to the site soon.
  - Leslie is still looking for resources for library instruction from committee members.
  - Committee members looked at seven different designs for our site and narrowed them down to our first choice. Annemarie will provide us with a few examples of a logo and three possible background choices for the site for us to choose from. We thank Annemarie for all of the time and effort she had put into this project, and it is coming along nicely!

- The committee reviewed the changes to the content of the Web site, which were made based on our discussions in the fall. Changes include:
  - Pages for publication opportunities and professional development opportunities were dropped as being too labor-intensive to maintain.
  - A call for donation of materials to the committee archive was added to the top page.
  - The directory page was enhanced to provide direct e-mail access to committee members. Past officers are also listed in the directory, as far back as we know.
  - The minutes page has links to all the currently approved minutes from July 2003 onward, in PDF format.
  - The events page has been expanded to provide links to content from past programs sponsored by the committee – more material to be added as possible.
  - A link had been added to a public calendar (from Hunt Calendars) so that meeting dates and program dates can be available from the public Web site. This is a group calendar; everyone on the committee will be able to add or change entries. Leslie will send out the necessary information for getting access to the administrative functions of the calendar. We will continue to use the Yahoo! group calendar for dates relating to the work of the committee.
  - There is a members-only link on the public Web site that goes directly to the Yahoo! group site.
  - The page for user education resources has been expanded and organized, but there is plenty of room to add more links.
  
- Spring/summer program
  - The proposed program for June was discussed. Karen reported via e-mail on the plans that CJRLC is formulating for a program on the same broad topic: promoting communication between librarians and teachers in the K-12 community and user education librarians in higher education on the topic of information literacy. CJRLC was receptive to the idea of collaborating with the User Education Committee on developing a joint program, but it was not clear whether the content envisioned by the two groups is wholly compatible. A task force was appointed to initiate face-to-face discussions with the leaders of CJRLC to work out details and to determine whether it will work best to plan one joint program or two complementary programs. Leslie, Karen, and Annemarie are the members of the task force; Leslie will ask Karen to try to set up a meeting with representatives from CJRLC.
  - It was suggested that the first or second week in June would be the optimal time to schedule the program.
  - If reaction to the program is good, this may lead to exciting (but potentially labor-intensive) opportunities to foster ongoing communication between the two academic communities, possibly involving other NJ regional cooperatives, or even a state-wide initiative. The committee is interested in exploring whatever possibilities may develop.

Our next meeting will be Monday, March 22, 2004, at 1:30 P.M., at Kilmer, with the following meeting scheduled for Friday, April 30, 2004, at 10:00 A.M.

Submitted, in part: February 17, 2004, by Robert Lackie  
 February 22, 2004, by Mark Graceffo  
 Augmented by Leslie Murtha, February 23, 2004