

## MILEX Meeting – July 13, 2018

Present: Stephen Ford, Sarah Gilchrist, Gina Calia-Lotz, Sharon Casey, Lisa Sweeney, Melissa D'Agostino, Jennie Ray, Jill Burke, Brandy Whitlock

Approval of June Minutes – Passed with no corrections

### **Programming Planning Checklist**

Brandy and Gina worked on a draft copy. Honorarium is a guideline for paying speakers. No changes at present but it is a working document. The following changes to the document were suggested:

**Three Months before:** Confirm set up needs

**Two month before:** Decide on swag and consult with treasurer about purchases.

**Two weeks before:** make arrangements for network access

**Day of:** Registrar Bring extra name tags, sharpie, etc., Have plans for cleanup, set up events room, have copies of paper evaluations

**After the event:** Receipts created by treasurer and sent (if requested), Post documents on website.

Gina will add those things and will send out to membership for a vote.

### **Emeritus Member Proposal**

**Officer Emeritus** – Why only one? Why only past one? Why should we have emeritus status. Can be working and have chair emeritus. That is different than a retired emeritus member. To give definition to it. What should the role of chair emeritus be? Suggested changes: see form accompanying minutes.

**Retired Members** – Awarded or requested by member? Membership would be free. See form for changes. Do we automatically confer retired status or should it be offered?

Should retirees have voting rights? Yes but cannot hold office.

### **What is MILEX? pamphlet**

Expand from MD to MD area Librarians? Bylaws says nothing about MD should we add nonprofit, collaborative? Should the website be updated to reflect language change? Rearrange sections to be What is MILEX? , Top Reasons to become a member, How to Join.

Add that membership year is 7/1-6/30 on the membership form.

Enjoy Affordable membership. Benefit from prof. dev. at all meetings.

Share best Practices for teaching and learning

Add in some sample things we have done in the past.

Brandy and Gina will work on this and put together final product in time for TCAL conference in August.

### **Melissa's Softchalk Lesson**

Melissa D'Agostino showed us a softchalk lesson for an online version of English 101. She is aiming to translate in-person activities into a soft chalk lesson (Cecil County Library EGL 101 Orientation). Those present gave her feedback and comments to help her to decide on the final version of the activities. Discussion and comments on which works best and discussion of merits of Soft Chalk itself.

### **Next Year's Meeting Dates and Topics**

The June meeting discussed Nov. 13<sup>th</sup> or 27<sup>th</sup> for Fall ½ day - Possibly doing a video w/Stevenson students, promotional MILEX video. Probably not doable for fall. Because not working with ACRLMD anymore. Low key, workshop type of thing. Technology, sandbox type of thing?

**Nov. 15th is the date chosen.**

**Jan. 11<sup>th</sup>** for meeting.

**Spring Conference – April 25th**

**June 14th**

**July 19<sup>th</sup>**

### **Brainstorming for Ideas**

Tech sandbox is not an idea with teeth in it. Need something better. Ideas: Instructional design, how to orient new colleagues to your workplace? Courageous conversations in teaching/instruction program/workplace? Mentorship w/panel? How we do what we do and instruction program culture. Videotaping your own teaching and analysis. (mini tapings during MILEX with rubric. Observing and evaluating our teachings W/ theoretical underpinnings, keynote give info on teacher critiquing, then break out. Dr. Nicole Cook does things with critical pedagogy . **Spring conference idea.**

**Fall** – Faculty collaboration, assignment workshop? How we deal with different assignments, How to get faculty on board with it. How to problem solve. People present and others can help solve the problem. With actors portraying difficult faculty members? But Fall 10-2 pm on this topic. Need a group to get together and decide how to do this. Gina will be chair, Jill will help, Will need to have a Business meeting during that time too.

Jan. is business meeting and mini program. Will talk about program topics in Fall meeting.

Meeting adjourned at 3:17. Short tour given to those members that could stay for it.