

MILEX Meeting – April 21, 2017

10:00 a.m. to 3:00 p.m.

Loyola University Maryland Columbia Campus, Columbia, MD

Present: Jill Burke, Sarah Crest, Melissa D’Agostino, Shakuntala Dhanesar, Sarah Gilchrist, Michael Macan, Kim Miller, Jennie Ray, Sarah Sheehan, Simmona Simmons, Lisa Sweeney, Raymond Wang, Brandy Whitlock

10:15am Business Meeting

- **Election Information** - Elections for new officers will be held at our June meeting (June 15th from 10am to 3pm) and a new position has been added: Meeting Coordinator (Jennie Ray). Officers now include: President, Treasurer, Assistant Treasurer, Secretary, Webmaster, Registrar, and Meeting Coordinator. Members running for Treasurer or Assistant Treasurer must be members of the University of Maryland System until we spend all funding from the University of Maryland account.
- **Treasurer** - \$5000 is in the University of Maryland account. The University of Maryland account now has an online ticketing system and this account has no interest or fees. \$2000 is in the M&T account and PayPal. Property of MILEX must be mentioned on tax forms.
- **Minutes, Calendaring** - Dates to note:
 - Next Meeting: Thursday, June 15th, 2017, 10:00am to 3:00pm, Loyola College, Columbia Graduate Center. Have calendars ready for annual planning. Elections held for officers. Consult with the Library Conference Planner to find best dates (<http://lcp.douglashasty.com/>).
 - MLA/DLA Annual: May 10-12, 2017 (Cambridge, MD)
 - LOEX: May 11-13, 2017 (Lexington, KY)
 - Workshop for Instruction in Library Use (WILU): May 23-25, 2017 (Edmonton, Canada)
 - ALA Annual: June 22-27, 2017 (Chicago, IL)
 - Towson Conference for Academic Libraries (TCAL): July 25, 2017 (Towson, MD)
 - Georgia International Conference on Information Literacy: September 15-16, 2017 (Savannah, GA)
 - Virginia Library Association (VLA) Annual: October 11-13, 2017 (Norfolk, VA)
 - ALA Midwinter: February 9-13, 2018 (Denver, CO)
 - MLA/DLA Annual, May 2018 (TBD)
 - LOEX: May 2018 (TBD)

- ALA Annual: June 21-26, 2018 (New Orleans, LA) (New Orleans, LA)
- Library Instruction West: July 18-20, 2018 (Grand Junction, CO)
- Virginia Library Association (VLA) September 26-28, 2018 (Williamsburg, VA)
- Association of Research Libraries (ARL) Library Assessment Conference: Fall 2018 (Houston, TX)
- *Planning Meeting*: Friday, July 14th, 2017, 10:00am to 3:00pm, Loyola College, Columbia Graduate Center. Planning meeting for July 18th conference and post-election induction of new officers.
- *'Spring' Conference*: Tuesday, July 18th, 2017, 9:00am to 3:00pm, Loyola College, Columbia Graduate Center. See details below.
- **Programs -**
 - *'Spring' Conference* - See details below.
 - *Towson Conference for Academic Libraries (TCAL)* - TCAL/MILEX partnership will continue. We will provide bags, pens, and notepads for TCAL. We will also sponsor a panel at TCAL on cross-training in the library. ("Getting on the In-House Train") Collaborators include Shak Dhanesar, Brandy Whitlock, Jennie Ray, and staff from their libraries.

11:30am Program and Discussion

- **Presentation** - "STOP Marketing Your Instruction Program" - Jill Burke CCBC - Using sales techniques to improve faculty collaboration and to introduce instruction to more class sections. Jill Burke included personal selling techniques (Finley 2013) for librarians to use, including: cold calling, referrals, information gathering, schmoozing, and cross-selling. We discussed ways to connect with faculty in a genuine way (commiserating over bad papers) and ways that we can prepare for instruction in courses unrelated to our discipline.

12:45 Conference Committee Meetings

- **'Spring' Conference Committee Meeting** - Tuesday, July 18th, 2017, 9:00am to 3:00pm, Loyola College, Columbia Graduate Center. Brandy Whitlock proposed a "One-Shot Instruction Clinic" for the July 2017 MILEX Conference. We hope to have between 75-100 attendees at this conference. Membership will be offered as an addition to our conference fees. If we pay for anything using the funds in our University of Maryland account, we must include "Funds for this event are administered by the USM Foundation" on the brochures. Our keynote speaker may be a faculty instructor from Anne Arundel Community College. We would like to communicate the needs of library instructors to the keynote speaker and to share specific instructional problems that we would like to address. MILEX will pay the keynote speaker an honorarium, for one night in a hotel, and

for meals. During breakout sessions, we would like to address: student engagement, learner variability (UDL), strategies for flexibility, and low-tech solutions for high-tech problems. A second session focused on observing and evaluating librarians during one-shot instruction sessions will be offered. We will also work in a “Classroom Confessional” session that includes sharing real-life scenarios with a group to develop a toolkit of ways to recover gracefully.

- 9:00am-9:30am - Registration/Breakfast
- 9:30am-10:30am - Session I - Keynote (active learning)
- 10:30am-10:45am - Break
- 10:45am-11:30am - Lightning Round Presentations
- 11:30am-12:00pm - Lunch (no work - decompression time)
- 12:00pm-1:00pm - Session II - Lesson Creation (group work)
- 1:00pm-1:30pm - Break
- 1:30pm-2:30pm - Session III - Group Presentations
- 2:30pm-3:00pm - Wrap-up Session