

MINUTES

ASSOCIATION OF SEVENTH-DAY ADVENTIST LIBRARIANS

FOURTEENTH ANNUAL CONFERENCE

Andrews University

June 15-20, 1994

Submitted by Cynthia Mae Helms, Secretary

WEDNESDAY, JUNE 15, 1994

BANQUET AND OPENING SESSION, 6:00 P.M.

The banquet was held at the Wolverine Room, Campus Center. Keith Clouten, James White Library Director, gave the welcome remarks. He introduced the James White Library staff and one attendee from outside North America. Announcements were given by Harvey Brenneise, President-Elect and Conference Program Chair. Bob Myers, Curator of the Berrien County Historical Association, impersonated Corporal Martin Stafford and talked about the rebellion of 1864. The session ended with Joel Barker's video, The Power of Vision.

BUSINESS SESSION I

The business session officially began at 8:45 p.m. Harvey Brenneise introduced President Lee Marie Wisel. Margaret von Hake announced Stan Cottrell's completion of the M.L.S. degree from the University of Maryland.

PARLIAMENTARIAN:

The President announced that Harvey Brenneise has been appointed parliamentarian.

NOMINATING COMMITTEE:

The President explained the problem of forming a nominating committee at Newbold College next

year. In view of the problems of expensive long distance calls, time difference, and possible low attendance, it was VOTED that we elect officers for those terms ending this year, and extend other officers' terms by one year. VOTED that the Nominating Committee select a president-elect and a second president-elect.

The following names were nominated for the Nominating Committee with their respective results: Adu Worku-14, Marley Soper-25, Jannith Lewis-17, Carolyn Gaskell-19, Linda Mack-13, Maynard Lowry-11, Alberta Holmon-7, Margaret von Hake-16, Jess Oliver-13, Laurie Matacio-9. ELECTED were Marley Soper, Carolyn Gaskell, Jannith Lewis, Margaret von Hake, and Adu Worku.

RESOLUTIONS COMMITTEE:

The following names were nominated for membership in the Resolutions Committee with their respective results: Cynthia Helms-18, Katye Hunt-23, Sallie Alger-12, Carolyn Nicks-9, Stan Cottrell-18, Linda Mack-13, Laurie Matacio-10. ELECTED were Katye Hunt, Cynthia Helms, and Stan Cottrell.

QUESTIONS AND COMMENTS:

Minneola Dixon, a new member, asked what was usually done for new members. The discussion revolved around the need for a membership secretary. The suggestion was to refer this to the Constitution and Bylaws Committee. As a result of this discussion, everyone was asked to introduce himself/herself to the rest of the attendees.

AWARDING OF PLAQUE:

Chloe Foutz, Treasurer, awarded a plaque to Lee Marie Wisel, Outgoing President.

THURSDAY, JUNE 16, 1994 (Tape 1)
Theme for the Morning Session: "The Virtual Adventist Library"
Harvey Brenneise, Chair

WORSHIP, 8:25 A.M.

All meetings were held in Room 305/309 of the James White Library unless otherwise stated. Joel Lutes, Systems Librarian and Social Sciences Librarian at Pacific Union College, spoke about the good and evil aspects of technology. He called our attention to the reality that although technology has its good points, it has several evils that everyone should be aware of, such as isolation, environmental waste, etc. His challenge was to use technology for good, to minimize the evil that it brings, to use it for building bridges, and to evangelizing caringly.

ANNOUNCEMENTS:

Sign-up sheets were at the Director's Office. Everyone was reminded of the group picture on Friday.

PRESENTATION, 8:45 A.M.
"What Is The Virtual Library of the Future and
What Role Do Adventists Play In It?"

Carlyle Edwards brought with him a strong background in library automation, information storage, retrieval technology, etc. He described information explosion and how it was affecting us. A virtual library is a collection of materials that can be accessed locally and remotely via computers and networks. An ideal virtual library is one that can be accessed via virtual network which provides for transparent user access through simple and consistent user interface.

He further described the virtual library of the future in our church and how SDA libraries could play a role in achieving this goal. He gave some of the steps that could be taken as follows: (a) Effective automation of all SDA libraries; (b) Cooperative purchasing of hardware and software; (c) Incorporated use of the Internet as primary network of access between libraries, libraries and databases, and end-users. The Seventh-day Adventist Periodical Index, Adventist Review in full text, and E. G. White writings in full text were some examples of possible SDA databases. He enumerated the challenges involved in achieving a Seventh-day Adventist Virtual Library.

RESPONSE AND QUESTIONS TIME, 9:20 A.M.

After a brief remark that questions be saved for later, Harvey Brenneise spent the rest of the time giving his personal response to Carlyle's presentation. Some of the ideas he brought out were the socializing effect of technology and how it breaks down geographic barriers; the choices made between access vs. ownership as well as service vs. collection, the future of paper, developing strategic alliance with computer people; the difference between data, information, and knowledge; patron's confusion with different kinds of software; the need for time to plan and train ourselves; and staffing issues.

PRESENTATION, 9:40 A.M.

"Automation, A Beginning on the Road to Participation
in the Virtual Library: Arguments for Automation
and Basic Planning Issues:"

Gilbert Abella, Associate Library Director at Loma Linda University and incoming Chair, Department of Public Services at La Sierra University, presented a paper he wrote to support arguments for automation of the Del Webb Library, Loma Linda University. Although useful for La Sierra University Library, it is not needed now because its automation has already been approved. Gilbert hoped that this paper would help others begin the process of automation in their libraries.

The benefits of library automation are as follows: (a) It offers several advantages to students and faculty; (b) It allows for more efficient management of library resources; (c) It empowers the library to achieve its goals; (d) It can make a contribution to the world church; (d)^eIt is an institutional imperative in the sense that it helps prepare students to succeed in the information society, it has marketing implication as a recruitment tool, etc. In conclusion, Gilbert said that immediate implementation of a library automation system in the context of a campus-wide information system is essential in facing the twenty-first century. According to Gilbert, "the most important element in carrying out these projects is people, for it is the working relationship that makes the difference."

BREAK, 10:15 A.M.

PRESENTATION, 10:25 A.M.

"Successful Beginnings"

Each speaker described what had been done in his library by way of automation.

Joel Lutes from Pacific Union College said that his library started with a CD-ROM online public access catalog. Later they invested in a Novell CD-ROM network when they received two grants.

This summer they will have a direct link between the Internet and the CD-ROM network.

Gilbert Abella from Loma Linda University explained that coming from a medical institution, the main issue was immediate access. Two libraries were connected. The original 46 CD-ROM's increased to 56. Then the management was moved from the Medical Center Library to the basement of Del Webb Library. One of the things they realized was that CD-ROM's did not provide the fastest access to information, so now they are copying CD-ROM's to magnetic drives. They also realized that it would have been better for them not to give in to the administration's economic guidelines. A lesson to learn was not to depend fully on economics for purchasing a system. He closed by saying, "It pays to think big and be more assertive."

Greg Berlin from the Great Lakes Academy said that he started off with an abundance of money when the two academies merged. Automation started with the circulation mode and is now into the online public access catalog. They use Follett and Lantastic. Currently the E. G. White Index and the Electronic Encyclopedia can be accessed from the computer lab. By the coming school year, these as well as full text magazines (UMI product) will be accessible from the dormitories. Greg's school is planning to accept Western Michigan University's invitation to all schools in the Regional Educational Media Center to access Internet on an 800 number at two cents a minute. A brief discussion followed on how academies can have Internet.

Harvey Brenneise from Andrews University described how his library started with CD-ROM's as the first stage of automation. The second stage involved the installation of the online public access catalog. The Computing Center specified that it be on Unix. The most difficult part was to get the Administration to sign on the dotted line. Currently, some retroconversion work needs to be completed, all modules are on, the system is entirely networked, and some additional databases have been loaded. Plans are to evaluate the approach to indexes, CD-ROM's, and networking in relation to reallocating sources.

PANEL DISCUSSION, 11:15 A.M.

Creating Campus and Church Support

"Directions for the Future: What ASDAL and SDA Librarians Can and Should Do to Make the Vision a Reality?"

The panel was composed of Gilbert Abella, Greg Berlin, Keith Clouten, Carlyle Edwards, and Joel Lutes with Harvey Brenneise as moderator. (Tape 3) Gilbert started off by raising a historical question, "What would our pioneers do if they faced the world that we face?" They would probably do the best they could with the technology.

Harvey pointed out the improper use of technology. Joel distributed "Sample Database Pricing for Consortium" to show how we can benefit from forming our own consortium. Several people spoke in favor of EBSCO after Carolyn Gaskell noted that EBSCO was not included in Joel's handout. Jannith Lewis reminded that all libraries be surveyed on what they have before forming a consortium. In response to Joel's ideas, Maynard Lowry said that SDA's should be able to cooperate with non-SDA institutions in their area. Chloe Foutz commented that by sharing within the church, we may be able to get more funding. Loranne Grace commented that keeping our schools technologically

advanced is favorable for recruitment.

Keith brought out the global aspect of automation--the need for institutions worldwide to become part of global network and the interest in getting there. We have got to have some altruistic motive at least in terms of SDA institutions and not limit it to North American Division institutions only. Some overseas institutions have expressed interest in a global network. Maynard refocused the discussion by saying that the product of all these is not libraries but the end user. He further pointed out the pedagogical implications, i.e. the amount of information and information access do not guarantee use and improved papers. There was considerable discussion on altruism and parochialism in relation to the consortium.

Keith redirected the discussion from the consortium idea to that of developing the SDA Virtual Library. There is a lot of interest in it but more of the question is when can people have access to it in full text. Maynard pointed out that ministers are not interested in the SDA Periodicals index--who then will use it? According to Joel, higher education is going to be reshaped. Bob Baldwin further said that the virtual university is now. Adu Worku commented on the great potential our church has for collective bargaining.

The final issue was about the General Conference and its being on CompuServe. The communication officer from the North American Division who was present on this particular day commented that items on CompuServe will be available later on the Internet. He further suggested that an article be written about the Internet. The main reason for going on CompuServe is accessibility of the pastors. Other comments were for Columbia Union College and the General Conference to work something out so that the GC can hook on to CUC's node.

LUNCH, 12:15 P.M.

AMISH HIGHLIGHTS, 1:00 P.M.

Laurie Matacio led the group on a coach tour of Northern Indiana. The first stop was at the Mennohoff (Amish-Mennonite Visitor's Center, Shipshewana). The next stop was at Amish Acres, Nappanee for dinner and a musical play "Plain and Fancy." The group was back by midnight.

FRIDAY, JUNE 17, 1994

WORSHIP, 8:15 A.M. (Tape 4)

Randy Wisbey, Assistant Professor of Youth Ministry at the Andrews University Seminary, talked about grace. He referred to the story of how Jesus healed ten lepers and only one came back to thank Him. Every moment is sacred. We must recognize grace and moment; all moments are key moments and life itself is grace. The secret is: "I need God to help me to give...to be kind...to help me to love."

ANNOUNCEMENTS:

Demonstrations and tours would be available at 9:15. Group photograph would be at noon today. The Chicago Trip leaves on time Sunday, 7:45 a.m. Sign up sheets for tours, demos, salad supper, and photograph are in the Director's Office.

PRESENTATION, 8:45 A.M.

"Adventist Librarians Outside the Adventist Cocoon"

The two presenters were Maynard Lowry, La Sierra University Library Director, and Lee Marie Wisel, Cataloging/Reference Librarian at Columbia Union College. Maynard talked about professional involvement and networking in the context of two conceptual models. He referred to the book Seeking A Sanctuary by Bull and Lockhart where Adventism is looked at as a parallel society. The way we feel about mixing and interacting with non-Adventists is perhaps related to our upbringing and our parents' outlook. Maynard looked back to his experiences when he had to seek accommodation for his religion. Within the last twenty years of his career, he has tried to keep his horizons broader than just SDA colleagues.

He has participated in local, regional, and national organizations. He said that external contacts depend on whether one's role was staff or administrative. Some of the reasons he brought out for carrying on external contacts are as follows: (a) Careers are built on contacts. Opportunities do not usually arise out of random chance but by systematic selection. (b) These contacts are key sources of energy in any organization. Without imported source of energy, one cannot survive or flourish. They are a source for advice, friendship, and problem-solving. There are three reasons why one is asked to serve on a board or committee: wealth, work, or wisdom. The most needed one is wisdom. His advice was to volunteer to work on professional committees at the regional, state, or national level. Do a good job and you will have professional friends.

Lee volunteered to be involved. She shared experiences of how she got involved first with the University of Maryland alumni chapter where she became vice-president and president-elect. To learn more about bibliographic instruction, she joined the bibliographic instruction group of the

Maryland Library Association which further led her to the BI group of the American Library Association. She also related how she became president of the Academic and Research Libraries group of the Maryland Library Association by consenting to be one of the two candidates. This was her in to the ACRL of ALA. Then she became president-elect of the ACRL Chapters Council and program chair of the MLA Technical Services Division.

Her involvement with all these organizations meant making choices. Her experience has shown that people have a negative picture of us. Let us present a positive picture. Presidency of the Academic and Research Libraries group has taught her how to plan conferences. Her advice was to be present, show interest, be involved. The results of involvement are learning, fun, and meeting great people. Volunteer and take your talents out. Get out and share and learn from others. One essential for all these is a supportive administration.

DISCUSSION:

Different people shared what they have experienced by joining non-SDA groups. Margaret von Hake said that every dollar that the administration spends for professional and staff conferences is contributing to that library or institution. Adu Worku pointed out that one benefit that one can get from ACRL is mentoring, i.e. mentoring of library directors. Joel Lutes pointed out that we should not emphasize our subculture because we have a lot to contribute. Maynard Lowry said that success is when we no longer talk about it. He said further that as long as we talk about the Adventist cocoon, we have not really conquered it.

OPEN HOUSE, 9:20 A.M.

Three options were available to the attendees: a tour of the James White Library, a demonstration of CD-ROM databases, and a demonstration of JeWeL--the library's online system.

PRESENTATION, 11:10 A.M.

"Electronic Mail and Privacy Issues" (Tape 5)

Rolaant McKenzie is Information Specialist for the Consortium for International Earth Science Information Network, University Center, Michigan. He began his presentation with these questions: Does the right of privacy cover electronic mail as it does postal mail? Is electronic mail the property of the organization because it is created on equipment owned by the organization? In spite of the freedoms guaranteed by the first, fourth, and fifth amendments, they have not been applied to the electronic distribution of information in the work place. One characteristic of e-mail that makes it different from telephone or spoken conversation is the fact that it can in its original or altered form be redistributed. This uniqueness can cause major problems.

Currently the only law that deals with electronic mail is the Electronic Communications Privacy Act of 1986 which prohibits interception and eavesdropping of communications by third parties, be it an individual, police, or government agencies. The most troublesome aspect of this law is that it is not explicit about the work place. It protects one from the spy outside not the spy from inside. Employees are not protected from having their privacy invaded by the company they work for. Some companies believe in giving their employees privacy, and some do not. Rolaant cited cases in which state laws may exceed and supersede the minimum standards set by the ECPA.

Speaking of universities and colleges, Rolaant contended that there were are less problems with e-mail privacy issues because of academic freedom. The challenge for e-mail administrators is to conduct training programs not only on technical issues but also on ethical issues as well.

The overall message was that there must be a successor to the ECPA. Piecemeal legislation should be halted until a coherent national information policy can be adopted. Privacy is both ways: employers should not, without valid reason invade e-mail of their employees and employees should not divulge company secrets to outside agencies via electronic mail.

DISCUSSION:

Harvey Brenneise commented that institutions must set up their own e-mail policies and etiquette. Maynard Lowry pointed out the difference between academic freedom and e-mail privacy. Employers have the right to employees' mail if addressed to the work place. When we accept employment, we give up certain rights. Another issue raised was the use of e-mail for private use vs. business use. Carlyle Edwards questioned the practice of getting on so many listservs and busying the university's computer. The bottom line is the university's policies. Joel Lutes raised a question regarding the librarian's role if the student is violating academic policy, i.e. plagiarism. If the librarian is aware that the student is plagiarizing, doesn't the librarian have the obligation to say something? One last advice was on using e-mail to steam: "Never put on e-mail what you would not want to see on the front pages of the New York Times."

ANNOUNCEMENTS:

Receipts for the conference would be given later. Conference attendees were invited to visit the Music Materials Center and to take advantage of the LP record sale (\$1.00 each).

GROUP PICTURE, 12:00 NOON

Group picture was taken in the Reference Room, James White Library.

LUNCH, 12:15 P.M.

BUSINESS SESSION, II, 1:45 P.M.

Lee Marie Wisel called the session to order.

REPORTS FROM OFFICERS:

PRESIDENT:

Lee Marie Wisel reported that she sent out a letter to all college presidents, library directors, and division educational secretaries informing them of the Newbold Conference. The letter gave the wrong date for the conference thus necessitating the mailing out of a correction letter. All committee chairs have been asked to send information about their committees and to include timeliness for the procedure manual. Since the writing of the procedure manual has to be done by the Constitution and Bylaws Committee rather than an ad hoc committee, Lee has volunteered to be on this committee because of her personal interest in it. She made an announcement that those who are attending ACRL have dinner with her in Pittsburgh.

SECRETARY:

It was VOTED to accept Cynthia Helms' motion that the highlighted minutes of the conference as printed in the fall issue of ASDAL Action be accepted.

TREASURER:

For some reason, Chloe Foutz, treasurer, did not have a beginning balance. Below is the preliminary treasurer's report for June 14, 1994 as read:

Unaudited balance on hand July 1, 1993		\$3,043.05
<u>Income:</u>		
	Dues	\$ 1,413.00
	Subscriptions	60.00
	DGH Scholarship	1,145.00
	Supplies	28.23
Total Income		\$ 2,646.23
		<u>2,646.23</u>
		<u>\$5,689.28</u>

<u>Expense:</u>	Scholarship	1,000.00	
	Supplies	28.23	
	Action (printing, post, supplies)	824.49	
	Membership charged back	8.84	
	Conference expenses	708.00	
	Plaques & awards	167.20	
		<hr/>	
Total Expense		\$ 2,767.76	- // 2,736.76
		36	
Preliminary Balance on Hand June 14, 1994			<hr/> \$2,952.52
Contingency and other funds in Lincoln SDA Credit Union as of 3-31-94 (3 quarters interest)			\$3,535.93

The membership report is as follows: There are 143 members of which 120 are renewals and 23 are new. The renewals include 1 friend, 3 students, and 17 retirees. Of the new members, 1 is a retiree and 1 is a student. There are 7 subscriptions. Three new members are not listed in the directory or in the addendum as follows: Pat Martin of Bakersfield Adventist Academy, Mary Pick of Sandpoint Junior Academy, and Dorothea Fitzgerald, a retiree.

Special thanks went to Stephanie Carter and the School Librarians Section for the new brochure they sent to academy librarians. Four renewals and 14 new members came as a result of those brochures. Thirteen scholarship packets have been mailed but none have returned. Chloe announced that a plaque of appreciation from the Lincoln-Lancaster Genealogy Society goes to Loranne Grace.

It was VOTED to file the preliminary treasurer's report subject to audit.

ASDAL ACTION EDITOR:

Linda Mack thanked everyone who contributed to the issues, Michael Merginio for putting the issues together, and all section coordinators. A call for comments and suggestions was made. The suggestions were to give the newsletter a modern look by changing the header and by having a better layout.

REPORTS FROM COORDINATORS:

PUBLICITY COORDINATOR:

Lee Wisel read the report sent by Stephanie Carter. Scholarship announcements were sent

to all SDA colleges and universities within the North American Division and a number of institutions outside North America. News releases announcing the ASDAL Literary Award and Scholarship recipients were sent to union papers and three other SDA papers. An article explaining the ASDAL Literary Award and D. Glenn Hilts Scholarship was sent to all student papers within the NAD. One successful publication was the ASDAL Conference in Canadian Union College which appeared in the Canadian Adventist Message. Brochures were sent to librarian/principals of all elementary and secondary schools in NAD as well as all Dept. of Education secretaries in each conference. Total cost of the brochures was \$259.81. The brochures led to new ASDAL memberships.

REPORTS FROM STANDING COMMITTEES:

ACADEMIC RANK AND TENURE COMMITTEE:

Harvey Brenneise read the report sent by the Chair, Peg Bennett. Her suggestion was to present a recommendation concerning faculty status and consider the work of the committee completed. If further questions arise, an ad hoc committee can be set up to deal with the particular situation. A MOTION to adopt the ACRL standards raised several questions/comments. It was the opinion of several members that the ACRL standards were adopted at the ASDAL Conference held at Southern College. Cynthia Helms, secretary, verified that such information was faxed to Peg but she was willing to check on it again and report back to this body. Since Harvey had to run off copies of the "Standards for Faculty Status for College and University Librarians" from The Southeastern Librarian, Fall 1993 that Peg sent, further discussion was postponed till later. In the meantime, the body VOTED that the committee be discontinued as a standing committee.

LITERARY AWARDS COMMITTEE:

Keith Clouten was asked by Ruth Stickney to report in her absence. The committee met twice by phone. The committee made two actions: (a) To defer decision on the children's title till September because more time is needed to go through the books; and (b) To make a separate distinction between children's titles from young adults' titles. Non-fiction and fiction awards are given on alternate years. This year the award goes to adult fiction. Children's awards can be given any year. The committee decided to award The Tempting of Audra Gray by Tricia Padgett. Ruth discovered upon calling the publisher that the book is written under a pseudonym. The publisher is currently contacting the author to determine if the author prefers to receive the award under the pseudonym or the real name. It was VOTED that the committee's report be received. Once the name has been verified, it should be sent to Chloe.

SCHOLARSHIP AND AWARDS COMMITTEE:

Jess Oliver was not currently in the room to give the report so Lee Wisel led out in the discussion. No scholarship applications had been received as noted in the Treasurer's Report. All applicants should be informed that the deadline is being extended. Maynard Lowry reported on his conversation with Mrs. Hilts who according to him is willing to continue giving the D. Glenn Hilts scholarship. Mrs. Hilts would like to give it on an annual basis. The question was: "What if no scholarship is awarded one year, can the amount be accumulated for two scholarships the following year?" Lee wondered if Mrs. Hilts would be willing to consider endowment. Maynard expressed willingness to talk to Mrs. Hilts again. It was suggested that Jess go over the list and give a historical summary that can be sent to Mrs. Hilts. Maynard's conversation with Mrs. Hilts should be written on paper and filed in ASDAL archives. Copies of ASDAL Action should always be sent to Mrs. Hilts.

Further discussion included frequency of the scholarship, full time vs. part-time, IFLA equivalency for overseas librarians, etc. It was clarified that the scholarship supports full-time students. Mrs. Hilts is willing to support the scholarship on a current basis. With the demise of many library schools, distance education such as those given by the University of Arizona, Emporia State University, University of South Carolina, San Jose State University, etc. should be accepted for the scholarship. It was VOTED that the scholarship be provided on an annual basis. More comments were given about publicity of the scholarship.

ACADEMIC RANK AND TENURE COMMITTEE:

This was a continuation of the committee's unfinished report. Harvey Brenneise distributed Peg's copies. The MOTION to adopt ACRL standards for faculty status for colleges and universities was TABLED since it was from The Southeastern Librarian and not from ACRL until more information is found.

BREAK, 3:00 P.M.

BREAK-OUT SESSIONS, 3:15 P.M.

Director^s (Director's Office)
Public Services (Reference Room)
Technical Services (Room 305)
School Librarians (Hance Room)

The systems librarians formed a group and had their own meeting.

DINNER, 5:00 P.M.

BEACH VESPERS, 7:30 P.M.

Vespers was at Weko Beach with Keith Clouten as speaker. Worship began about an hour after the group got to the beach. Keith related three experiences that illustrated the verse found in Ps. 34:7, "The angel of the Lord encampeth round about them that fear him and delivereth them." The first experience showed how the Lord protected Keith and his friend from a dangerous storm during a backpacking trip. The second experience was when God provided water at the time when it was most needed and in a very unusual way. The third one was when God sent Keith and his companions a ride into town with the grandson of the person who was the subject of their research.

SABBATH, JUNE 18, 1994

VISIT TO FERNWOOD BOTANIC GARDEN, 3:00 P.M.

SALAD SUPPER, 6:30 P.M.

Salad supper was hosted by the Brenneises with salads courtesy of James White Library staff who signed up for them.

SUNDAY, JUNE 19, 1994

WINDY CITY TOUR, 7:45 A.M.

Linda Mack led the tour to Chicago. The tour started with a boat architecture tour on the Chicago River and Lake Michigan. The group was split into two: one group took State Street with Sallie Alger in the lead and the other group took Dearborn Street with Linda for a one hour walking tour that ended up in Giordano's Pizza for lunch. The afternoon schedule covered visits to the Art Institute, the Oriental Institute, and the Robie house (designed by Frank Lloyd Wright).

MONDAY, JUNE 20, 1994

WORSHIP, 8:20 A.M.

Stella Greig, Professor of English at Andrews University, talked about losing and finding. She cited how the book of the law was found during King Josiah's time. She also referred to the parables of the lost son, lost coin, and lost sheep with emphasis on the lost coin. Christ focuses on the lost individual rather than the community as a whole. Heaven rejoices over one sinner that is found. When books are lost in the library, we would like to replace them but not all things lost can be replaced. The losing and finding of things is a human condition but the finding of lost people is a divine activity. God is in the finding business.

PRESENTATION, 8:40 A.M.

"Grant-Writing in the College Library: The Walla Walla College Experience"

Carolyn Gaskell, Library Director at Walla Walla College, explained the process of grant-writing based on her experience with federal grants on the national and state levels. With the mounting pressure to provide increased resources and improved technology, libraries are forced to look for outside funding. WWC has had experiences with the Library Services and Construction Act Title II grant and the Higher Education Act Title III grant.

Grant-writing has monetary and non-monetary benefits. It is characterized by competition, persistence, time, etc. One important thing to remember is that it is not free--the institution is expected to provide some funds during the grant cycle. Carolyn outlined the procedures and tips for obtaining grants. She also gave different sources of funding. Her final advice was as follows: (a) Build on success. (b) Write on what you know. (c) After getting grant, keep the funder informed. The bottom line is it takes time, effort, and perseverance. The rewards can be great.

DISCUSSION:

Carolyn pointed out to Wolfhard Touchard that religion does not affect funding. Out of a whole year, Carolyn said that she spends about two months writing proposals. Carlyle Edwards mentioned that the state library and federal agencies are obliged to provide grants. Bob Baldwin said that someone told him that political support is a key to successful grant support but Carolyn responded that this was no longer true. Adu Worku said that the consortium idea would be a good way for Seventh-day Adventist institutions to apply for the LSCA Title II grant.

ANNOUNCEMENTS:

Those interested in the group picture were reminded to sign up and pay \$9.00. Greetings from Taylor Ruhl.

BUSINESS SESSION III, 9:30 A.M.

Lee Marie Wisel called the session to order.

REPORTS FROM STANDING COMMITTEES:

NOMINATING COMMITTEE:

Marley Soper distributed the ballots and explained that there was one name for each position. Under the Statistics Committee, Minneola Dixon should be down for a one-year term. The ballot is reproduced below:

President-elect:

Adu Worku, PUC ___Accept ___Refer

Second President-elect (1995-96):

Chloe Foutz, UC ___Accept ___Refer

Secretary:

James Walker, LSU ___Accept ___Refer

Treasurer:

Lee Wisel, CoUC ___Accept ___Refer

ASDAL Action Editor:

Violet Maynard-Reid,
WWC ___Accept ___Refer

Overseas Library Coordinator:

Keith Clouten, AU (appointed by Executive Committee)

Publicity Coordinator:

Joyce Van Scheik, CnUC (appointed by Executive Committee)

Constitution and By-Laws Committee:

Daniel Mitchell, PUC ___Accept ___Refer

Literary Awards Committee:

(Vote for two positions)

Alan Hecht, GC ___Accept ___Refer

Gary Shearer, PUC ___Accept ___Refer

Scholarship and Awards Committee:

Carol Morse, WWC ___Accept ___Refer

SDA Classification Advisory Committee:

(Vote for two positions)

Stan Cottrell, CoUC ___Accept ___Refer

Loranne Grace, SC ___Accept ___Refer

SDA Periodical Index Publication Board:

(Vote for two positions)

Marilyn Crane, LLU ___Accept ___Refer

Maynard Lowry, LSU ___Accept ___Refer

Site Planning Committee:

Lee Parson, AUC ___Accept ___Refer

Statistics Committee:

(Vote for two positions)

Minneola Dixon, OC ___Accept ___Refer

Linda Maberly, PUC ___Accept ___Refer

ACADEMIC RANK AND TENURE COMMITTEE:

This is a continuation of unfinished business. Cynthia Helms, ASDAL secretary, reported that she has gone through the minutes of the conference and has found that the ACRL standards were voted during the 11th ASDAL Conference at Southern College.

STATISTICS COMMITTEE:

Alberta Holmon reported on the following recommendations:

- 1) Revisions to the statistics form:
 - a) Part IV SERVICES: AUTOMATED SYSTEMS- add in parenthesis " (Please specify Systems for Columns A and C)"
 - b) Add a line to Part IV
Line 28: Library on Internet? ___Yes ___No

OPAC on Internet? ___Yes ___No

- c) Change numbering of all lines following 28 to end of form
- d) Part V LIBRARY EXPENDITURES:
Line 41 - Net Library Expenditures as a Percentage of Adjusted Institutional Academic Expenditures. Add in parentheses "(E & G)" [Educational and General].
- 2) To delay the deadline for submitting statistical information from Sept. 30 to Oct. 31. Some directors find that accurate figures are not available from administration until early November.
- 3) To implement changes during second part of new secretary's term to have time to implement changes on the form.

Chloe Foutz has accepted the responsibility of drafting a checklist of items to be included in the E and G figures on Line 41, Part V LIBRARY EXPENDITURES (line 42 under new numbering). Carolyn Gaskell will make the changes on the form in Walla Walla College's computer thus making it possible to incorporate these changes this year. It was VOTED that the report be accepted with change of Sept. 30 to Oct. 31.

REPORTS FROM COORDINATORS:

OVERSEAS LIBRARIES COORDINATOR:

Marley Soper did not have much to report except that this position was going back to James White Library where the concerns are primarily made and so Keith Clouten had been appointed by the Executive Committee to be the new Overseas Library Coordinator. Marley said that there were requests from overseas for used materials. The people did not have money and even if they did, their governments didnot allow them to send it outside for materials, especially in Africa.

REPORTS FROM STANDING COMMITTEES:

NOMINATING COMMITTEE:

Marley Soper reported that the slate of officers had been approved. There were two referrals which was less than 10%. The new officers are as follows:

President-elect:	Adu Worku, PUC
Second President-elect:	Chloe Foutz, UC
Secretary:	James Walker, LSU
Treasurer:	Lee Wisel, CoUC
ASDAL Action Editor:	Violet Maynard-Reid, WWC
Overseas Libraries Coordinator:	Keith Clouten, AU (appointed by Exec. Com.)
Publicity Coordinator:	Joyce Van Scheik, CaUC (appointed by Exec. Com.)

	Com.)
Constitution and Bylaws Committee:	Daniel Mitchell, PUC
Literary Awards Committee:	Allan Hecht, GC Gary Shearer, PUC
Scholarship and Awards Committee:	Carol Morse, WWC
SDA Class. Advisory Committee:	Stan Cottrell, CoUC Loranne Grace, SC
SDA Periodical Index Pub. Board:	Marilyn Crane, LLU Maynard Lowry, LSU
Site Planning Committee:	Lee Parson, AUC
Statistics Committee:	Minneola Dixon, OC (1 year) Linda Maberly, PUC

SDA CLASSIFICATION ADVISORY COMMITTEE:

Keith Clouten said that the classification had been published for about ten years. This was the first year when there had been no updates in the classification. Now that the classification had been established for some years, only minor changes have been made in relation to new E. G. White compilations and reorganization of the administrative units in the world church. There are about 18 libraries worldwide that use the classification wholly or partially.

SDA PERIODICALS INDEX BOARD: (Tape 8)

Keith Clouten's first comment was: "The most remarkable thing about the SDA Periodical during the last three years is that it has survived!" With the withdrawal of funding from the General Conference, the Index has continued with support from its reserves, the generosity of the Board of Higher Education and some church agencies, plus the resignation of the editorial secretary. Special funding from James White Library will make 12 years of the index available on JeWeL over the Internet. The Board met with Don Gilbert, GC Treasurer, and Humberto Rasi, Director of Education, last February. The board's request for the GC to pay the editor's salary and benefits on an ongoing basis had been put in the agenda of the ADCOM. The Board recommended to ASDAL that the annual institutional appropriations for index support be increased each year by the CPI figure of the previous year. The board had also accepted a 1994-95 budget which retains the status quo of an editor but with no assistant, and which did not provide for actual printing costs of the 1994 index. The challenge was for everyone to promote the index.

[After the conference, Keith Clouten and Harvey Brenneise informed the secretary that David Rios' resignation from the committee should have been included in this report.]

Chloe Foutz made a MOTION to express appreciation to the editor, managing editor, and James White Library with applause. The body also VOTED that the annual institutional

appropriation from the institution of higher education be increased each year by the previous year's overall CPI.

DISCUSSION: Much of the discussion centered around the different ways by which the index could be promoted and supported. Some suggestions were to put up a booth in the General Conference next year, to ask for support from publishing houses, etc.

REPORTS FROM AD HOC COMMITTEES:

NEWBOLD PLANNING COMMITTEE:

Harvey Brenneise reported that very little had been done since Taylor Ruhl resigned last year. The current job was to make sure that there is space in Newbold. There are at least 40 rooms reserved for the conference. This committee's job now ceases with the set of new officers that can take the job in coordination with the two site planners in Newbold. The preliminary job for which this committee was formed is now done. It was VOTED to end this committee.

TOURS:

As advised by the Site Planning Committee, Keith Clouten had gone ahead with the planning of the tours. The brochures in the packet showed that there are two tours: June 5-20, 1995 and June 27-July 19, 1995. The first tour ends on time for the beginning of the conference and the second tour begins right after the conference. Airfares are not included because of the various offers during the summer. More information will be bulk mailed later. SDA-Librarian and ASDAL Action will publicize more about air fares.

PURCHASING CONSORTIUM COMMITTEE;

Lee Marie Wisel said that no one wanted to chair this committee since Taylor Ruhl resigned last year and those serving on the committee felt that there was no need for the committee to continue. The committee was originally designed to be a cooperative purchasing body but they felt that everyone had opportunities to do cooperative buying locally. It was VOTED that this committee cease.

SITE PLANNING COMMITTEE:

Margaret von Hake reported that the previous planning committee did its work so well that this committee did not have to meet. Dates have been set for future conferences as follows:

<u>Date</u>	<u>ALA</u>	<u>ASDAL</u>
1995		Newbold College
1996	Orlando	Southern College
1997	San Francisco	Pacific Union College
1998	Wash. D.C.	Columbia Union College

Margaret presented La Sierra University's invitation to host the conference in 1997 because it has never been held there before. Joel Lutes agreed to withdraw Pacific Union College from the original plan. It was VOTED that we accept La Sierra University's invitation to host the conference in 1997.

BREAK, 10:30 A.M.

BUSINESS SESSION IV, 10:50 A.M.

Lee Marie Wisel called the meeting to order.

REPORTS FROM SECTIONS:

ADVENTIST RESOURCES SECTION:

Carolyn Gaskell gave the following information: (a) Obituary Index as loaded in JeWeL was demonstrated during the pre-session; and (b) There will be no Adventist Resources Section pre- or post-conference in Newbold, but rather it will meet with the E.G. White Estate. The section discussion covered the following: (a) Three-tiered cooperative collection development plan; (b) Continue printing lists in ASDAL Action; and (c) Continue to work towards electronic union list of special/heritage collection materials. Merlin Burt (LLU) and Jim Ford (AU) were replacing Jim Nix and Wolfhard Touchard in the Adventist Resources Working Committee. The ARS voted to forward to ASDAL concerns about accessing SDA-Online by the academic community and that appropriate recommendations be forwarded to Robert Folkenberg, Humberto Rasi, and the Board of Higher Education. The ARS also made an action to ask Gary Shearer to update Don Yost's list of special SDA collections.

It was MOVED that ASDAL at large present concerns about access to SDA-Online by the academic community and that appropriate recommendations be conveyed to Robert Folkenberg, Humberto Rasi, and the Board of Higher Education. It was AMENDED that the president send a letter to the General Conference congratulating them for moving forward in electronics and that they be reminded to move further into Internet access. VOTED as amended.

PLANNING COMMITTEE
SCHOOL LIBRARIANS:
A

After thanking Paulette McLean and John Kihlstrom for their help in planning the session, Loranne Grace reported that there were ten school librarians and three academic librarians at last year's post-conference. There were nine school librarians at this year's pre-conference where they learned about computers in school libraries. The greatest benefit from this conference was sharing ideas with each other and realizing their need for academic support.

REPORTS FROM BREAK-OUT SESSIONS:

SCHOOL LIBRARIANS:

Katye Hunt reported that under the leadership of John Kihlstrom, they have decided to put out a newsletter that pertains to school librarians. The main target is the academy librarians. John and "ANGEL" would use their own supplies and equipment but ASDAL be asked to give a certain percentage of the school librarians' dues toward postage. They would like to know what type of response they would get after putting out this one-time publication sometime in Winter 1995. It was VOTED that ASDAL cover the postage of the school librarians' newsletter. The SLS decided not to have a school librarians' session at the 1995 conference because none of them plan to attend it.

LIBRARY DIRECTORS:

Keith Clouten represented the library directors. He said that they exchanged ideas and problems which covered two main areas: funding and automation. They talked about funding of materials, staffing, equipment, operational vs. capital, etc. Automation issues covered migrating from one system to another, selecting systems, etc.

TECHNICAL SERVICES:

Laurie Matacio said that they talked about (a) Periodicals - missing issues, duplicate exchange, online serials module, checking in and claiming, binding, and vandalism; (B) processing and

storage of audiovisuals, books with computer disks, etc.; (C) cataloging - burnout, eyestrain, backlogs, which subject areas should be given priority, handling of gifts, and deselection.

PUBLIC SERVICES:

Minneola Dixon reported for this group. On the topic of community cards, one out of the four libraries represented did not charge anything and that the amount varied from institution to institution. The group also talked about hours, staffing, night supervision, reference process, accountability of reference service, vertical files, and signage. Hours were pretty much the same for all institutions. One library had no night supervision but this was justified by the fact that this particular institution had graduate students and an after-hours policy. Poor signage seemed to be a common characteristic. Minneola explained how reference service was done in Oakwood College.

SYSTEMS LIBRARIANS:

Gilbert Abella represented the newly formed group composed of Gilbert, Harvey Brenneise, Carlyle Edwards, Joel Lutes, and Rolaant McKenzie. They agreed unanimously to create this committee with the name "Cooperative Information Access Committee." They further agreed to have a new and regular committee to develop a consortium geared to the purchase of databases, other informational sources or systems, and possibly hardware. They discussed 5 topics: (a) Consortium - They agreed on the creation of a committee to develop a consortium that will find ways to lower the cost of databases, to lower cost of automation, to lower cost of database creation, and maintenance through shared effort (arranged from highest priority); (b) Selection of Library Automation Systems - The group would work towards creating and developing a set of criteria and minimal standards for selection of automation system; (c) Professional Development - They suggested measurements that would keep the systems librarians informed of technological changes, i.e. attend at least 3 professional conferences each year (1 general, 1 technology specific, and 1 trade show); some time be set aside for reading technical journals; and library directors recognize specific needs of systems librarians; (d) Training of faculty, staff, and students - Systems librarians should have the leading role in training the faculty, staff, and students with priority over professionals and paraprofessionals in the library. It was further suggested that systems librarians be recognized as a regular working group for breakout sessions in future ASDAL conferences.

It was VOTED that the Cooperative Information Access Committee be recognized as a standing committee that will work towards finding ways to lower cost of acquiring databases, of sharing of information, and possibly hardware. The following names were VOTED to be members of this committee: Gilbert Abella, Peg Bennett, Joel Lutes, Carlyle Edwards, and Harvey Brenneise.

It was the CONSENSUS that the members decide on their terms of office. Members are regularly on a 3-year, 2-year, and 1-year terms but with the decision to extend by one year, the members' terms of office will be as follows:

2 members = 4 years

2 members = 3 years

1 member = 1 year.

REPORTS FROM STANDING COMMITTEES:

CONSTITUTION AND BYLAWS COMMITTEE:

Marley Soper reported for the committee. The executive committee gave a recommendation that the SDAPI editor be replaced by the library director of the host institution as ex officio member of the SDAPI Publications Board to make it less problematic to evaluate the index editor during the meetings. VOTED. The editor may be an invitee.

Since much of the work of the Rank and Tenure Committee has come to an end, it was VOTED that this committee be removed from the Constitution.

It was VOTED that the previous ASDAL secretary be ex officio member of the Statistics Committee so that some understanding and continuity may be realized should all other members of the committee be inexperienced.

The previous ACTION made during Alberta Holmon's report for the Statistics Committee that submission of statistical reports be submitted Oct. 31 instead of Sept. 30 was KILLED. (Tape 9) A great amount of time was spent discussing the submission date, the collection date, the publication date, whether even such a date appears on the form, the desire for the library directors to receive them on a date which does not work too well for other library directors because their books do not get audited till later, whether the reports should be published by the deadline no matter how many libraries have reported, etc. The body finally VOTED to suspend the section of the Bylaws [that deals with this matter] for two years as a trial period; the forms should state that the reports be returned to the secretary by Oct. 31 and that the compilations must be sent out by the first week of December. Carolyn Gaskell withdrew her amendment to have it out within a month if at least 3/4 of the reports was in.

The committee recommended that an ad hoc committee be formed to study ways of welcoming members and recognizing new members at their first conference. They can look into the feasibility of having a new membership packet with the constitution, membership list, and the latest ASDAL Action. It was suggested that the treasurer and publicity coordinator be involved in this. A comment that this job be added to the publicity coordinator's job met some opposition. Part of the membership coordinator's job is to recruit new members. The treasurer commented that she did not have to be a member of the committee but should be able to provide the list and mail out labels and packets. It was VOTED to have one person serve as membership coordinator who will work in conjunction with the treasurer and publicity coordinator as an ad hoc committee. Minneola Dixon accepted the president's appointment that she be the membership coordinator.

Lee Marie Wisel brought up the issue regarding the ASDAL archives which have traditionally been kept with the treasurer at Union College, Nebraska. With her new position as treasurer, Lee does not have room for them in her office. The questions then were: "Should they stay at Union College? Should they go to a library with formal archives?" It was VOTED that the matter be referred to the Constitution and Bylaws Committee. It was further clarified that membership payments be sent to Lee (no to Chloe any more) after she sends out membership forms by the end of summer or beginning of fall.

REPORTS FROM AD HOC COMMITTEES:

RESOLUTIONS COMMITTEE:

Stan Cottrell read the report for the committee composed of Cynthia Helms (chair), Katye Hunt (secretary), and Stan Cottrell (reader).

Be it resolved that:

1. The president of the association send letters of appreciation to the following:

a. Speakers

John Kihlstrom, Paulette McLean, Katye Hunt, Loranne Grace and Dick Proctor for their presentations during the School Librarians' Pre-Session; Randy Siebold, Jim Ford for their presentations during the Adventist Resources Pre-Session; Bob Myers for his fascinating historical sketch; Carlyle Edwards, Harvey Brenneise, Gilbert Abella, Joel Lutes, Greg Berlin, Keith Clouten for their discussions concerning the "Virtual Library and Automation;" Maynard Lowry and Lee Wisel for their discussion about "Adventist Librarians outside the Adventist Cocoon;" Rolaant McKenzie for "Electronic Mail and Privacy Issues;" Carolyn Gaskell for her presentation concerning "Grant-writing in the College Library;" and Gilbert Abella, Lorena Bidwell, Dan Hamstra for "Surfing the Internet."

b. Worship speaker

Brian E. Strayer and Katye Hunt (Pre-Session), Joel Lutes, Keith Clouten, Randy Wisbey, and Stella Greig for their inspirational and thoughtful messages.

c. Hosts and organizers

The administrators of Andrews University for their warm hospitality, the comfortable facilities, and the delightful banquet. Clemen Sheppard at Andrews Academy for hosting the School Librarians' Pre-Session and Judy Nelson for her excellent demonstration at Ruth Murdoch Elementary. The program planner Harvey Brenneise for planning an excellent, well-paced and informative program; the site planners, Sallie Alger, Harvey Brenneise, April Grabast, Linda Mack, and Laurie Matacio for the excellent arrangements which ensured a smooth-flowing and pleasant experience for the ASDAL members. Thank you to the Nethery Hall Computer Center for use of their microcomputer lab., Stan Cottrell for audiovisuals during the conference, and Bernard Helms for audiovisuals during the Adventist Resources Pre-session. A big thanks to bus drivers, Greg Offenbach and Randy Jacobsen.

d. Coordinators

Carolyn Gaskell for her leadership in the Adventist Resources Pre-Session and

- Loranne Grace for the School Librarians' Pre-Session. Laurie Matacio for organizing the Amish Highlights and Linda Mack for her Windy City Tour.
2. ASDAL President Lee Marie Wisel be commended for her leadership during the 1993-94 year and for keeping the business meetings running smoothly.
 3. The following retiring librarian be given special recognition for his years of service: Brian Townend, Avondale College.
 4. Chloe Foutz be congratulated for a perfect record in that she has attended every ASDAL conference, including the one during which ASDAL was organized and appreciation expressed for her service as treasurer of ASDAL.

Be it further resolved that:

1. A bottle of vegetable juice be given to Lee Wisel to calm her nervousness in public speaking.
2. A new definition be given to a vegetarian meal at Amish Acres.
3. The librarians keep their business under control so that they do not trigger fire alarms in the cafeteria.
4. Keith Clouten drive his own tour bus so he can leave whenever he wants.

It was VOTED that the Resolutions Committee report be accepted as read.

FINAL BUSINESS:

Chloe Foutz presented a token of appreciation to Harvey Brenneise for his work as on site coordinator.

Harvey Brenneise gave announcements regarding the group picture and receipts for the conference. Directions were given for finding Nethery Hall for the afternoon meeting.

Lee Wisel informed the conference attendees that Solusi College is looking for a volunteer librarian. She also opened discussion on the ASDAL logo. Suggestions were for the treasurer to work on this with the new ASDAL Action editor and publicity coordinator, then run it by the executive committee. A correction to the list of committees was made with reference to the SDA Classification Advisory Committee: Classification editor (ex officio) rather than Keith Clouten's name.

Outgoing president Lee Marie Wisel gave her final words of appreciation and handed the gavel over to incoming president Harvey Brenneise.

ADJOURNED: 12:30 p.m.

LUNCH, 12:30 P.M.

DEMONSTRATIONS AND HANDS-ON, 1:30 P.M.
"Surfing the Internet"

The group met at the Microcomputer Lab, Nethery Hall 208 with Gilbert Abella, Lorena Bidwell, and Dan Hamstra. Demonstrations and hands-on training were given on Telnet, gopher, Veronica; Mosaic; E-mail, listservs and newsgroups; Ftp and archie.