

Academic Law Libraries Special Interest Section  
Minutes of 2004-2005 Executive Board Meeting, July 12, 2004, 5:15 p.m.  
Boston, Massachusetts

Present: Carole Hinchcliff, Chair; Michael Slinger, Vice-Chair/Chair-Elect; Sally Wise, Immediate Past Chair; Suzanne Thorpe, Executive Board Member; Susan Lewis-Somers, Secretary/Treasurer.

**1. Call to Order** – Carole Hinchcliff

The meeting was called to order at 5:15 p.m.

**2. Review of Committee Rosters and Charges** – Carole Hinchcliff

The Executive Board reviewed the rosters and charges of all SIS committees and assigned Board liaisons, additional committee charges and liaison duties as follows:

ALL-SIS Listserv – Susan

There have been problems maintaining an up-to-date SIS membership list for the listserv. Mark Folmsbee, the list manager and committee chair, needs access to the SIS membership list and new member names, in order to add new SIS members to the listserv throughout the year. Susan will contact Steve Oberhoffer at AALL Headquarters to see if he can provide new member names to the SIS periodically throughout the year.

Archives – Carole

The SIS archives policy should include SIS website materials. Some Executive Board emails should be among the archival materials gathered, along with a summary of each Board conference call. The committee should also monitor developing AALL archiving policies, as it develops an ALL-SIS policy.

Awards – Suzanne

Suzanne will get the awards timeline from James Duggan, last year's committee chair. The committee's charge will also include the handing of publicity for the awards.

Bylaws – Michael

CALI – Michael

Additional charges are for the committee to develop a proposal for a more formal committee rotation, with CALI Legal Research Community Authoring Project experience required.

Collection Development – Sally

Doug Lind requested that Sean Esposito be added to the committee.

CONALL/Mentoring – Susan

Patricia Kidd will be added to the committee. An additional charge will be to develop a proposal for a grants program for new academic librarians (or students?).

Continuing Status/Tenure – Michael

Julie Lim will be added to the committee. Michael will locate the 1987 AALL resolution that affirmed its support for tenure for academic law librarians, so that the Board may determine the need for a new resolution or a “white paper” that reaffirms ALL-SIS support for academic tenure for law librarians. The committee may want to consider developing model tenure policies, based on the existing policies of various schools.

Directors’ Breakfast – Sally

Education - Carole

Faculty Services – Suzanne

Legal Research – Susan

Rosalie Sanderson and Christopher Vallandingham will be added to the committee.

Legal Research Web Sourcebook – Susan

Jennifer will develop a committee charge. The committee will develop a website and release information about the sourcebook.

Liaisons – Sally

Local Arrangements – Carole

Carole will try to get Bob Summers at St. Mary’s, the only law school in San Antonio, to chair this committee and to agree to host the ALL-SIS reception at St. Mary’s.

Membership – Suzanne

Carole and Suzanne will work with the committee to determine if all law schools are represented in the ALL-SIS. Mike suggested that the committee should send solicitations to academics who are not SIS members. Sally suggested that the committee determine if people who express interest in advanced legal research roundtables and groups are SIS members; Mike will send individual emails to them. Susan will contact Steve Oberhoffer at HQ to request that he send us periodic lists of new SIS members throughout the year.

Middle Managers' Breakfast – Carole

Budget planning was added to the committee charge.

Newsletter – Carole

The deadline for the next issue is August 6.

Nominations – Susan

Program – Michael

Public Relations – Suzanne

Phil Johnson will chair the committee, not Anna Teller, who will be a committee member. Tim Coggins will not be a member of the committee. The possibility of the committee having responsibility for the SIS website was discussed.

Relations with Online Vendors – Suzanne

Statistics – Sally

Jonathan Franklin will be added to the committee.

Support for Law Journals Task Force – Suzanne

Visiting Librarian Task Force – Michael

Website – Susan

### **3. SIS VIP Program** – Carole Hinchcliff

The Board began a discussion of an SIS VIP Program via email after the conference.

### **4. AALL Centennial Celebration in 2006** – Carole Hinchcliff

Carole mentioned the need to begin planning for the SIS contribution to the 2006 AALL centennial celebration.

### **5. Committee Leadership** – Carole Hinchcliff

Carole suggested that we may want to require vice-chairs for most committees, in order to ensure leadership continuity.

### **6. First Conference Call** – Carole Hinchcliff

The next Board meeting will be held on Tuesday, September 28 from 3:00 to 4:30 EST.

**7. Adjournment** – Carole Hinchcliff

The meeting adjourned at approximately 6:45.

Respectfully submitted,  
Susan Lewis-Somers, Secretary-Treasurer