

ED 373 796

IR 055 157

TITLE BIS Handbook: An Organizational Manual & Directory.
1993-1994.

INSTITUTION Association of Coll. and Research Libraries, Chicago,
IL. Bibliographic Instruction Section.

PUB DATE 94

NOTE 32p.; For the 1990-1991 edition, see ED 333 868.

PUB TYPE Reference Materials - Directories/Catalogs (132)

EDRS PRICE MF01/PC02 Plus Postage.

DESCRIPTORS Academic Libraries; Committees; Guidelines; Higher
Education; *Library Associations; *Library
Instruction; *Organizational Objectives; Research
Libraries; Strategic Planning

IDENTIFIERS *Association of College and Research Libraries

ABSTRACT

This guide of the Bibliographic Instruction Section (BIS) of the Association of College and Resource Libraries (ACRL) serves as the organizational handbook and directory of BIS officers and committee members. The handbook opens with a description of the organizational structure of BIS. BIS is composed of an Executive Committee, an Advisory Council, and various standing committees, ad hoc committees, and task forces. The procedural information of the BIS includes the organization bylaws and the responsibilities of the officers, committee chairs, committee members, and interns. The 1992-1993 BIS Strategic Plan consists of the mission statement, strategic management directions, and goals and objectives. Descriptions of the 21 standing and ad hoc committees, together with names of members, are presented. Finally, an alphabetical listing of officers, committees, and task force members is included. (JLB)

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Revised 1994
Beth S. Woodard, Chair
Communication Committee

STRUCTURE OF THE BIBLIOGRAPHIC INSTRUCTION SECTION

The Bibliographic Instruction Section is composed of an Executive Committee, an Advisory Council, and various standing committees, ad hoc committees, and task forces.

Executive Committee

The Executive Committee has authority over the affairs of the Section and is responsible to the ACRL Board. Its members are the seven elected officers of the Section: Chair, Vice-Chair/Chair-Elect, Secretary, Past Chair, and three Members-at-Large. The entire BIS membership has the opportunity to vote for the officers as part of the general ALA election each spring. Their terms begin immediately after the Annual Conference.

Advisory Council

The Advisory Council is composed of the Executive Committee, plus all the chairs of the standing and ad hoc committees and task forces, and two ex officio members which are the BIS Newsletter editor and the director of the Library Orientation & Exchange Clearinghouse (LOEX). Advisory Council meetings provide a forum for communication and coordination, with committees and task forces reporting on activities and making recommendations for Executive Committee consideration.

Committees and Task Forces

All committee and task force chairs and members are appointed for the coming year by the Vice-Chair/Chair Elect of the Section. It has been the general policy of the Section to try to appoint committee and task force members who have not previously served on Section committees or task forces. In some cases, members are reappointed for a second term. Terms are staggered to provide overlap and continuity. The committee and task force rosters list the term of appointment for each member.

In 1984-85 BIS began the practice of appointing one year internships for each committee in order to provide an opportunity for new members to become acquainted with the work of the Section. The intern's responsibility for taking minutes helps to involve them more fully in the committee's work.

ACRL BIBLIOGRAPHIC INSTRUCTION SECTION BYLAWS

Article I. Name

The name of this organization shall be the Bibliographic Instruction Section of the Association of College and Research Libraries, a division of the American Library Association.

Article II. Mission Statement

The mission of the Bibliographic Instruction Section of the Association of College and Research Libraries (ACRL) is to foster the profession of academic and research librarianship and to enhance the ability of academic and research bibliographic instruction librarians and their libraries to effectively serve the library and information needs of current and potential library users.

Article III. Membership

Any member of the Association of College and Research Libraries may elect membership in this Section.

Article IV. Meetings

Sec. 1. The regular meeting of the Section shall be held at the time and place of the annual conference of the American Library Association. Special meetings may be called by the Chair with the approval of the Executive Committee. The Section may, with the Approval of the Board of Directors of the Association of College and Research Libraries, hold closed meetings or joint meetings with other sections.

Sec. 2. Fifteen members of the Section shall constitute a quorum for the transaction of business.

Sec. 3. Meetings of the Section shall be conducted in accordance with Robert's Rules of Order and these Bylaws. The Chair of the Policy Committee shall act as parliamentarian for the Section.

Article V. Officers

The officers of the Section shall be a Chair, a Vice-Chair/Chair-Elect, the immediate Past Chair, and a Secretary. The officers serve one-year terms.

Article VI. Executive Committee

Sec. 1. Composition. The Executive Committee shall consist of the officers and three Members-at-Large who shall serve three-year terms which shall overlap so as to provide continuity of policy.

Sec. 2. Meetings. Regular meetings of the Executive Committee shall be held at the time and place of the annual conference and midwinter meeting of the American Library Association. Special meetings may be called at the discretion of the Chair.

Sec. 3. Powers and Duties. The main function of the Executive Committee shall be to provide direction for the attainment of the object of the Section. The Executive Committee has authority over the affairs of the Section during the period between meetings of the Section, subject to review by the members at a meeting of the Section.

Sec. 4. Quorum. A majority of the members constitutes a quorum at any meeting of the Executive Committee.

Article VII. Advisory Council

Sec. 1. Composition. The Advisory Council shall consist of the members of the Executive Committee plus the chairs of all standing and special committees of the Section.

Sec. 2. Meetings. The Advisory Council shall meet regularly at the time and place of the annual conference and midwinter meetings of the American Library Association. Whenever possible, the Advisory Council meeting shall be scheduled following the meetings of the standing and special committees of the Section. The Secretary of the Section shall take minutes at the Advisory Council meeting.

Sec. 3. Function. The purpose of the Advisory Council is to provide a forum for reporting, discussing, and coordinating the work of the sections's various standing and special committees.

Sec. 4. Quorum. A majority of the members constitutes a quorum at any meeting of the Advisory Council. If the chair of a standing or special committee is unable to attend the Advisory Council meeting in person, he/she is responsible for sending a knowledgeable committee member to report on the activities of that committee.

Article VIII. Committees

Sec. 1. Authorization and Discontinuance. Committees of the Section may be authorized or discontinued by the Chair with the approval of the Executive Committee.

Sec. 2. Standing Committees. Standing Committees may be established to consider matters of the Section that require continuity of attention by the members. When such a committee is established, its function, name, and size shall be determined. Unless otherwise approved by the Executive Committee, members of standing committees shall be appointed for terms of two years and may be reappointed for a second but not a third consecutive term; in no case shall a person serve on a committee for more than four consecutive years. Appointment shall be made in such a manner as to provide continuity in membership.

Sec. 3. Special Committees. Special (Ad Hoc) committees may be established at any time for the performance of a particular assignment. No such committee may be continued beyond two years without review and approval by the Executive Committee.

Sec. 4. Appointments. The Vice-Chair/Chair-Elect shall appoint committee members to fill the vacancies due to occur during his/her term as chair. He/she may request each committee to elect its own chair or may name the chair of each committee.

Sec. 5. Reporting. Committee chairs shall report to the Executive Committee at the Advisory Council meeting held at each annual conference and midwinter meeting of the American Library Association.

Article IX. Nominations and Elections

Sec. 1. Nominating Committee. The Vice-Chair/Chair-Elect shall appoint a Nominating Committee of at least three personal members of the Section, one of whom shall serve as chair of the committee. This committee shall prepare a slate of at least two nominees for each of the offices of Vice-Chair/Chair-Elect, Secretary, and Member-at-Large.

Sec. 2. Additional Nominations. Additional nominations may be made by petition signed by no fewer than twenty personal members of the Section and filed with the Executive Secretary of the Association of College and Research Libraries at least three months prior to the date on which ballots are to be mailed.

Sec. 3. Nominees. All nominees for office shall be personal members of the Section and shall have consented in writing to their candidates.

Sec. 4. Elections. Elections shall be by mail vote. The candidate receiving the largest number of votes shall be elected.

Article X. Vacancies

A vacancy in the office of Chair shall be filled, for the remainder of the term, by the Vice-Chair/Chair-Elect. This succession shall not prevent a person who succeeds to the office of Chair because of a vacancy from serving his/her normal term as Chair the next year. If vacancies occur in the offices of Chair and Vice-Chair/Chair-Elect in the same term, the Executive Committee shall elect as Chair, for the remainder of the term, one of the members of the Executive Committee. Any or all of these vacancies shall be filled by election at the next regular election after the vacancies occur.

Article XI. Amendments

Sec. 1. Proposals for amending the bylaws may be made by any committee of the Section or by petition signed by twenty personal members of the Section and shall be presented in writing to the chair.

Sec. 2. Voting. Bylaws may be amended by a two-thirds vote of the members of the Section attending a regular meeting of the Section casting ballots in a mail vote.

First adopted: Chicago, June 27, 1978.

Revisions adopted.

RESPONSIBILITIES OF ACRL BIS OFFICERS AND COMMITTEES

In addition to specific responsibilities outlined below, each participant in the work of the Bibliographic Instruction Section is encouraged to engage in the following activities:

ALL:

Attend BIS Advisory Council Meetings.
Contribute appropriate agenda items to Advisory Council or Executive Committee.
Confer with Executive Committee members on an on-going basis between conferences.
Monitor handbook for potential revisions and/or corrections to charges, responsibilities, bylaws, rosters, etc.
Submit news or other items to newsletter.
Attend specific BIS or other meetings at request of fellow officers or chairs.
Review ACRL Guide to Policies and Procedures manual.
Establish goals and objectives in keeping with the ACRL Strategic Plan and the BIS Strategic Plan.
Participate in providing information for the ACRL Section Review as needed.

OFFICERS:

Chair:

Submit meeting schedule requests to ALA Conference Arrangements Office.
Coordinate or delegate coordination for BIS dinner.
Participate in BIS Orientation sessions.
Submit agenda items to ACRL Board of Directors (see ACRL Policies and Procedures Manual for submission procedures).
Attend ACRL Board of Directors meetings as well as other appropriate ACRL/ALA meetings.
Prepare and distribute agendas for Advisory Council meetings and Executive Committee meetings.
(distribution list includes Advisory Council, ACRL Office, ACRL President and President-Elect).
Conduct Advisory Council and Executive Committee meetings.
Appoint ad hoc BIS committees as necessary.
Monitor all BIS projects via committee minutes and personal contact.
Serve on Awards Committee.
Attend Activities Section Council meetings and also luncheons (if possible).
Attend ACRL Program Committee meetings.

Vice-Chair/Chair-Elect:

Appoint all committee members based upon existing vacancies; ACRL office will provide a list of committee members and their status; Nominating and Conference Program Planning Committees should be appointed by August 1 (all other nominations by March 1).
Appointments should provide for balanced representation in terms of gender, geography, experience, institutional affiliation; generally appointments are for two years, reappointments are discouraged. Interns cannot have previously served on a BIS committee and are appointed to a one-year non-renewable position; however, they may be appointed subsequently to any BIS committee as a regular member.
Receive copies of all new committee member acceptance or reappointment forms and assure that this information is also forwarded to the ACRL Office, BIS Communication Committee Chair, and other appropriate individuals.
Be well informed of deadlines associated with program planning and communicate these deadlines to chair of the Program Planning Committee.
Solicit and submit section budget requests to ACRL Budget and Finance Committee at Midwinter.
Serve on ACRL Activity Sections Council.
Serve on ACRL Program Planning Committee.

Past Chair:

Serve on ACRL Nominating and Appointments Committee.
Chair Awards Committee.
Ensure committee chairs submit budget requests for reimbursement.

Secretary:

Record, prepare, and distribute minutes of all Advisory Council and Executive Committee meetings, indicating names of all attendees and substance of discussion/actions/announcements. Distribution includes all members of Advisory Council and ACRL Office. Prepare Meeting Highlights forms and "To Do" Lists for Executive and Advisory.
Solicit and maintain for archival purposes copies of minutes and other relevant correspondence from all BIS committees.
Engage in Section correspondence with ACRL or other agencies as appropriate on behalf of the Section.
Attend Communication Committee meetings.
Assume position of Chair of Communication Committee upon completion of term as Secretary.

Members-at-Large:

Responsibilities of all three BIS Members-at-Large:
Attend Advisory Council and Executive Committee meetings.
Attend BIS committees and task forces as designated to facilitate section work and communication.
Serve as liaison to BIS committees and task forces working on publications. When it is determined that a committee or task force is contemplating a publication, Executive Committee will designate a member-at-large to serve as liaison to the group. Executive Committee will consider the term of office of the members-at-large and the time frame of the proposed publication when designating the liaison. The liaison serves as coach for the committee involved in a publication, provides guidance on procedures, and keeps Executive Committee informed on the publication's progress.
Serve as liaison to or member of committees/task forces/projects of interest to the Executive Committee (e.g., LIRT/BIS 15th Anniversary Task Force).

Responsibilities specific to one member-at-large:
First year: ACRL Chapters Council liaison
Second year: LIRT liaison
Third year: User Instruction for Information Literacy Committee liaison

COMMITTEE CHAIRS**General Activities:**

Recommend to Vice-Chair/Chair-Elect prospective committee appointments and/or reappointments.
Recommend appropriate committee meeting schedule.
Establish agenda and conduct committee meetings; review minutes taken by intern. Minutes should be sent to ACRL, BIS Chair, Vice-Chair, and Secretary (2 copies), as well as committee members and guests.
Communicate with all committee members and intern, via mail or telephone, regarding on-going committee business as necessary between conferences.
Send changes of address for committee members to ACRL, BIS Chair, Vice-Chair, and Communication Committee Chair.
Prepare and submit budget requests to Vice-Chair; approve and submit reimbursement forms for all committee expenditures.
Attend Advisory Council meetings and orientation sessions and report as appropriate.
Attend Executive Committee meetings as appropriate.
Establish goals and objectives in keeping with the ACRL and BIS Strategic Plans.
Establish and maintain appropriate timetables for accomplishment of projects, tasks, etc.
Participate in producing information for the ACRL Section Reviews.
Maintain and update Redbooks.
Submit committee activities updates to Secretary prior to Midwinter and Annual.

Specific Activities:

Each committee, because of its unique purpose and charge, will accumulate and share with subsequent members of the committee, any relevant historical information regarding committee processes and on-going as well as past activities. Insofar as possible, information of historical value should be submitted in written form to the BIS Secretary for preservation in the ACRL BIS Archives and for use in the ACRL Section Reviews.

In addition to the above, Chairs of the following committees must assume specific responsibilities as outlined:

Communication Committee:

Update Handbook on annual basis and distribute to all BIS Officers and committee members.
Coordinate with Executive Committee any BIS press releases to publications such as C & RL News, Cognotes, etc.
Assist newsletter editor in gathering information by providing for liaisons with each BIS committee.
Remind committee chairs to send copies of previous minutes and other relevant information to new committee members immediately following their initial appointment.
Provide for planning and organization of all BIS Orientation sessions.

Conference Program Planning Committee:

Secure written agreements from speakers or other participants regarding expectations for program content, etc.
Arrange for speaker's unique needs, e.g., audio-visual equipment.
Compile pertinent bibliographies or other handouts to accompany programs.
Prepare program evaluation materials; share results with Executive Committee and subsequent Conference Program Planning Committees.

Nominating Committee:

Obtain list of all ACRL BIS members from the ACRL Office.
Solicit nomination suggestions from BIS Officers, Committee Chairs, and other appropriate groups of individuals.
Prepare a slate of at least two nominees for each of the following offices; Vice-Chair/Chair-Elect; Secretary, Member-at-Large.
Submit slate to ACRL office no later than September 1.
Maintain list of past and potential nominees.

COMMITTEE MEMBERS

Attend BIS Orientation session at commencement of term of committee service.
Submit agenda items to Committee Chair for meetings.
Participate in all meetings of committee.
Communicate as needed with chair and other members between meetings regarding concerns.
Assume primary responsibility for certain activities for projects as appropriate.

INTERNS

Take minutes of committee meetings and submit to chair and/or other members for review. Assume other assignments and determined by needs of individual committees.

Revised January, 1994.

1992-93 BIS STRATEGIC PLAN

The Mission of the Bibliographic Instruction Section (BIS) of the Association of College and Research Libraries (ACRL) is to foster the profession of academic and research librarianship and to enhance the ability of academic and research librarians involved in bibliographic instruction to serve effectively the library and information needs of current and potential library users.

Strategic Management Directions

Position BIS as the organization of academic and research librarians involved in providing library user education. BIS is the organization which represents them, speaks for them, asserts their interests, and assists them in reaching their goals.

Goals and Objectives

Goal 1: To contribute to the total professional development of bibliographic instruction librarians.

Subgoal A: To sponsor and encourage opportunities for BI librarians to update existing competencies, learn new skills, and exchange information among peers.

Objective 1: Expand the number of opportunities (at reasonable cost) for BI librarians to participate in professional development activities at regional and state locations.

Objective 2: Create an ongoing process for assessing continuing education needs and evaluating the success of BIS professional development activities.

Objective 3: Coordinate BIS CE program activities with those of related organizations.

Subgoal B: To promote a sense of professional identity and peer reinforcement among BI librarians.

Goal II: To enhance the capability of bibliographic instruction programs and librarians in academic and research libraries to serve the needs of users.

Subgoal A: To develop, disseminate, and review standards and guidelines for bibliographic instruction.

Subgoal B: To identify, explore, and act on problems and issues facing bibliographic instruction librarians in academic and research libraries.

Subgoal C: To promote and evaluate innovation in bibliographic instruction.

Subgoal D: To identify, develop, and promote bibliographic instruction programs for diverse populations.

Goal III: To promote and speak for the interest of academic librarians involved in bibliographic instruction.

Subgoal A: To enhance the awareness in the academic community of the librarians' instructional role and to develop effective working relationships with faculty and other professionals.

Subgoal B: To promote communication and collaboration among all ALA units involved in supporting library instruction.

Subgoal C: To develop mechanisms to attract, recruit, and retain outstanding individuals to the field of bibliographic instruction.

Subgoal D: To promote the adoption of personnel policies that enhance BI librarians' status, compensation, working conditions, professional development, and CE opportunities.

Subgoal E: To help shape library education programs in accordance with the needs of BI in academic libraries.

Objective 1: Develop an action plan describing how library schools might address the changing needs of academic BI librarians.

Objective 2: Identify areas of BI which might benefit from graduate level research.

Objective 3: Create opportunities for dialogue between library school faculty and BI librarians.

Goal IV: To promote study, research and publication relevant to bibliographic instruction in academic and research libraries.

Subgoal A: To identify topics for study and research.

Subgoal B: To encourage improvement in research skills among BI librarians.

Subgoal C: To support and promote BI research projects, report works in progress, and disseminate research results.

Subgoal D: To advance the professional knowledge of BI librarians through development, production, and promotion of BI publications.

Goal V: To promote the health, diversity, and viability of the BIS section through membership growth, membership services, and cooperation with other organizations which share common concerns.

Subgoal A: Seek new members through a variety of recruitment techniques; extend efforts to retain present members; regularly assess membership needs; provide ACRL officers with timely and useful membership information.

Subgoal B: Serve as liaison to other ALA divisions and sections working on instruction and user education issues and work collaboratively with these units on projects and programs of mutual concern.

Subgoal C: Support all elected and appointed officers and committee members in fulfilling their leadership roles and committee assignments through carefully prepared programs, publications, and liaison with ACRL division and headquarters staff.

Subgoal D: Provide members with a communications forum (e.g., BIS NEWSLETTER) and collegial resource network for the exchange and development of ideas and experiences.

ALA/ACRL BIBLIOGRAPHIC INSTRUCTION SECTION 1993-94

EXECUTIVE COMMITTEE (elected)

Officers 1993-94

| | |
|------------------------|------------------|
| CHAIR | Lori Arp |
| VICE-CHAIR/CHAIR-ELECT | Katherine Branch |
| PAST CHAIR | Sharon Mader |
| SECRETARY | Trudi Jacobson |

Members-At-Large

| | |
|---------|---------------|
| 1991-94 | Linda Muroi |
| 1992-95 | To be elected |
| 1993-96 | Susan Hoffman |

ADVISORY COUNCIL

Members of the Executive Committee (see above)

Standing Committee Chairs (appointed):

| | |
|----------------------------------------------------------------|-----------------------|
| Awards (1993-94) | Sharon Mader |
| Communication (1993-94) | Beth Woodard |
| Continuing Education (1992-94) | Diane Zabel |
| Education For BI (1993-95) | Betsy Park |
| Emerging Technologies in Instr. (1993-95) | Barbara MacAdam |
| Instr. for Diverse Population (1993-95) | Kwasi Sarkodie-Mensah |
| Management for Bibliographic Instruction Services (1993-95) | Scott Mandernack |
| Planning (1993-94) | Sandra Martin |
| Policy (1993-95) | Mary Beth Allen |
| Teaching Methods (1993-95) | Loanne Snavelly |

Ad Hoc Committee and Task Force Chairs (appointed):

| | |
|------------------------------------------------------------|-----------------------------------|
| Conference Program Planning 1994 | Susan Miller |
| "Evaluating BI Handbook" Task Force | Lynn Randall & Valerie Feinman |
| Guidelines for BI Task Force | (To be appointed) |
| Local Arrangements, Los Angeles 1994 | Lise Snyder |
| Nominating 1994 Elections | Carolyn Dusenbury |
| Nominating 1995 Elections | Betsy Baker |
| Strategic Options for Professional Education Task Force | Esther Grassian |
| Video Task Force | Mary Jane Petrowski |
| "What's in a Name?" Task Force | Betsy Wilson |

Ex officio:

| | |
|--------------------|---------------|
| LOEX Clearinghouse | Linda Shirato |
| Newsletter Editor | Bee Gallegos |

AWARDS COMMITTEE (Standing)

To coordinate BIS Awards including the Miriam Dudley Bibliographic Instruction Librarian Award and the Bibliographic Instruction Publication of the Year Award; to periodically review the selection criteria for honorees; to coordinate publicity related to individual awards and award recipients according to ALA/ACRL award procedures; to evaluate the need for new awards and to investigate ongoing funding sources.

| | | |
|-------------------------------|------------------------------------------------------------------------|-------------------------------------------------------|
| <u>Chair 1993-94</u> | MADER, Sharon | |
| <u>Members 1992/94</u> | BROIDY, Ellen PERKINS, Ann S. | WILLIAMS, Karen A. |
| <u>Members 1993/95</u> | BISHOP, Cliff BROYLES, Susan DUDLEY, Mimi HAGLE, Claudette S. | PENHALE, Sara RAMSDELL, Kristin ROSE, Robert F. |
| <u>Intern 1993/94</u> | SPENCER, John S. | |

COMMUNICATION COMMITTEE (Standing)

To facilitate communication of information about the Section and its activities to members through a newsletter; to produce annually a handbook as a resource for officers and committee members; to conduct regular orientation activities for prospective or new committee members; and to pursue other appropriate channels of communication outside as well as with the Section.

| | | |
|----------------------------------------------|-------------------------------------------------------|------------------------------------------------|
| <u>Chair 1993-94</u> | WOODARD, Beth S. | |
| <u>Members 1992/94</u> | CANTERBURY, Leslie GRANT, Marilyn A. | VOROS, David WOMACK, Carol |
| <u>Members 1993/95</u> | NIBLEY, Elizabeth VOGEL, Kristin HAYNES, Evelyn | KENDRICK, Mary Beth GARRISON-TERRY, Suzanne |
| <u>Intern 1993/94</u> | PISCITELLI, Aimee | |
| <u>Ex Officio (Newsletter Editor)</u> | | GALLEGOS, Bee |

CONFERENCE PROGRAM PLANNING 1994 COMMITTEE (AD HOC)

| | | |
|-----------------------|-------------------------------------------------------|----------------------------------|
| <u>Chair</u> | MILLER, Susan | |
| <u>Members</u> | CULSHAW, John JACOBSON, Frances KENNY, Kathleen | PASK, Judith PELSTER, Natalie |

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CONFERENCE PROGRAM PLANNING 1995 COMMITTEE (AD HOC)

| | | |
|----------------|-------------------------------------------------------|-----------------------------------|
| <u>Chair</u> | ROSE, Robert F. | |
| <u>Members</u> | BARTA, Carol R. BORDEN, Julie DEMPSEY, Paula R. | LEE, Daniel R. RIELLY, Loretta |

CONTINUING EDUCATION COMMITTEE (Standing)

To facilitate and promote continuing education in the area of academic bibliographic instruction; to provide for discussion forums, preconferences, and other continuing education activities; to investigate innovative methods for delivery of continuing education to the widest possible audience; to cooperate with the ACRL Continuing Education Committee.

| | | |
|------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------|
| <u>Chair 1992/94</u> | ZABEL, Diane | |
| <u>Members 1992/94</u> | BAILEY, Lynn BEATON, Barbara CLARK, Susan | NORRISSEY, Susan TAYLOR, William WILLIAMS, Claiborne |
| <u>Members 1993/95</u> | ARNOLD, Judith CASSEL, Jeris DEW, Stephan GLETNER, Sharon | LEDERER, Naomi MUCHOW, Michael OSIF, Bonnie SIDBERRY, Greg |
| <u>Intern 1993/94</u> | CARLE, Daria O. | |

EDUCATION FOR BI COMMITTEE (Standing)

To explore, encourage, and foster the development and expansion of the study of bibliographic instruction in library schools; to promote communication between librarians working in the arena of bibliographic instruction and library schools; and to survey and report to the Executive Committee on the status of library education in bibliographic instruction.

| | | |
|------------------------|------------------------------------------------------------------------------|-------------------------------------------------------|
| <u>Chair 1993/95</u> | PARK, Elizabeth H. | |
| <u>Members 1992/94</u> | AVERY, Christine C. GRASSIAN, Esther S. STARK, Marcella L. | |
| <u>Members 1993/95</u> | BLACHOWICZ, Maralyn CODY, Shirley FOOTE, Jody Bales KETCHNER, Kevin | LAWSON, V. Lonnie NEWBY, Jill RODRIGUES, Helena |
| <u>Intern 1993/94</u> | GRIEGO, Francis S. | |

EMERGING TECHNOLOGIES IN INSTRUCTION COMMITTEE (Standing)

To promote and facilitate the use of emerging technologies in bibliographic instruction; to act as a resource and information-sharing vehicle for those who use electronic technologies in bibliographic instruction. Principal areas of interest include new or innovative applications of these technologies in bibliographic instruction.

| | | |
|-------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <u>Chair 1993/95</u> | MACADAM, Barbara | |
| <u>Members 1992/94</u> | DEFATO, Linda G. KANE, William P. LAGUARDIA, Cheryl | |
| <u>Members 1993/95</u> | ANDERSON, Mark BROWN, Barry FEINMAN, Valerie HUPP, Stephen L. LEE, Daniel R. | MORGAN, Keith OKA, Christine K. STABLER, Karen TAYLOR, Terry TENOFKY, Debbie |
| <u>Intern 1993/94</u> | CHESBRO, Melinda | |

EVALUATING BI HANDBOOK TASK FORCE (Ad Hoc)

To serve as the editorial board for the proposed publication "Evaluating BI Handbook"

| | | |
|-------------------------|------------------------------------|---------------------------------------|
| <u>Co-Chairs</u> | RANDALL, Lynn | FEINMAN, Valerie |
| <u>Members</u> | FUSICH, Monica READY, Sandra K. | SHONROCK, Diana D. WILLIAMS, Karen |

GUIDELINES FOR BI TASK FORCE (Ad Hoc)

To be appointed.

INSTRUCTION FOR DIVERSE POPULATIONS (Standing)

To identify, study, and promote issues relating to bibliographic instruction and diversity, including but not limited to issues of gender, age, cultural background, race, ethnicity, disability, and sexual orientation; to promote equal access to instructional services, materials, and technology regardless of individual differences.

| | | |
|-------------------------------|---------------------------------------------------------------------|-------------------------------------------------------|
| <u>Chair 1993/95</u> | SARKODIE-MENSAH, Kwasi | |
| <u>Members 1992/94</u> | MELENDEZ, Lisa SANDBERG, Jennie Saisakorn WAKASHIGE, Benjamin | |
| <u>Members 1993/95</u> | BEAVERS, Karen GILTON, Donna C. LIN, Poping | SCHAEFFER, Deborah TSAI, Betty L. WRIGHT, Joyce |
| <u>Intern 1993/94</u> | DAVIS, Marta A. | |

LOCAL ARRANGEMENTS, LOS ANGELES 1994 (Ad Hoc)

SNYDER, Lise

MANAGEMENT OF BI SERVICES (Standing)

To identify and study issues relating to the management of bibliographic instruction services; to act as a resource and information-sharing vehicle for those who administer bibliographic instruction programs; to facilitate and encourage improvement in the management and evaluation of bibliographic instruction services.

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|------------------------|---------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <u>Chair 1993/95</u> | MANDERNACK, Scott | |
| <u>Members 1992/94</u> | FRISCH, Paul | |
| <u>Members 1993/95</u> | ALBRECHT, Cheryl AMRHEIN, Richard CANELAS, Cathryn FORYS, Marsha | GIBSON, Craig JACKSON, Rebecca MOODY, Marilyn WILLIAMS, Helene |
| <u>Intern 1993/94</u> | ZALD, Anne E. | |

NEWSLETTER EDITOR 1992/94

GALLEGOS, Bee

NOMINATING 1994 ELECTIONS COMMITTEE (Ad Hoc)

| | |
|----------------|-------------------------------|
| <u>Chair</u> | DUSENBURY, Carolyn |
| <u>Members</u> | BAKER, Betsy WILSON, Betsy |

NOMINATING 1995 ELECTIONS COMMITTEE (Ad Hoc)

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|----------------|-----------------------------------|
| <u>Chair</u> | BAKER, Betsy |
| <u>Members</u> | HENSLEY, Randall MULDER, Craig |

PLANNING COMMITTEE (Standing)

To assist the BIS Executive Committee in the development of the BIS Strategic Plan; to facilitate the planning process including committee reviews; and to monitor and extend the ongoing BIS plan within the framework of the ACRL strategic plan and the continuing interests of the Section.

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|------------------------|-------------------------------------|-------------------------------------|
| <u>Chair 1993/94</u> | MARTIN, Sandra | |
| <u>Members 1992/94</u> | ARMSTRONG, Alison BYRON, Suzanne | CONANT, Barbara STEVENS, Barbara |

Members 1993/95DURFEE, Linda J.
GOODSON, JenniferHUFFORD, Jon R.
NAGEL, Kay**Intern 1993/94**

QIU, Jing

POLICY COMMITTEE (Standing)

To advise the Executive Committee concerning policy and procedures for the Section; to identify and suggest policy issues affecting the Section that the Executive Committee should address; to respond to requests from the Executive Committee in regard to policies, procedures, issues, and publications affecting the Section; and to review bylaws and committee charges periodically, or as requested, to ensure that they reflect the aims and activities of the Section.

Chair 1993/95

ALLEN, Mary Beth

Members 1992/94FAST, Margaret L.
SHARP, Linda
SHAW, Georgann**Members 1993/95**LEVERENCE, Mari Ellen
MILLER, M. Ann
PHILLIPS, CarlTALAR, Sister Anita
WEAVER, Bruce
WILLIAMS, Claibourne**STRATEGIC OPTIONS FOR PROFESSIONAL EDUCATION TASK FORCE COMMITTEE (Ad Hoc)**

To investigate and identify strategic options, such as certification, which may influence and/or encourage library schools and employers to offer and develop education and continuing education for BI; to make recommendations to Executive Committee on their facility and political usefulness for the section in influencing library schools and employers; and to recommend a process of implementation within the section.

Chair

GRASSIAN, Esther

MembersFRICK, Elizabeth
LOOMIS, Abigail
ZABEL, Diane**ALA Staff Consultant**

DALRYMPLE, Prudence

TEACHING METHODS COMMITTEE (Standing)

To identify and promote teaching methods and materials useful to practicing bibliographic instruction librarians; to provide a forum for librarians interested in both the theoretical and practical aspects of teaching methods and the broader issues of instructional design and delivery.

Chair 1993/95

SNAVELY, Loanne

Members 1992/94BURROW, Gale
ORME, William

Members 1993/95

BIRCHFIELD, Mariiee
CALDWELL, Jody
GRADOWSKI, Gail
PEDERSON, Ann

REIT, Janet W.
SMITH, Elizabeth
VINH, Alphonse

VIDEO TASK FORCE COMMITTEE (Ad Hoc)

Chair

PETROWSKI, Mary Jane

Members

COPP, Madeline
DAVIS, H. Scott
HENSLEY, Randall

LAIDLAW, Sheila
SANDORE, Beth
SMITH, Stephen

Intern

BEACH, Anne

"WHAT'S IN A NAME?" TASK FORCE COMMITTEE (Ad Hoc)

To develop a plan that will provide the widest possible input for discussion of the term "bibliographic instruction" to determine whether it accurately reflects the myriad professional activities in which teaching librarians engage. To suggest a procedure to resolve this issue. Specifically, the Task Force is asked to consider mechanisms for soliciting input from present BIS committees, other ALA instruction-related groups, regional chapters, general membership, and recognized leaders in the field. The Task Force is also directed to research the history of the current section name and to synthesize previous Section debates on this issue. The Task Force is asked to provide a plan of action by Midwinter 1994.

Chair

WILSON, Betsy

Members

BAKER, Betsy
DEMPSEY, Paula
KING, David

MILLER, William
OBERMAN, Cerise
PHILLIPS, Carl

Intern

GRESHAM, Keith

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