

## **BCLA/CLA Student Chapter: 2010/11 Year in Review**

### **BCLA Representative - Amy Ashmore**

#### *2010/2011 Activities:*

- Attended BCLA Board meetings (in person and teleconference)
- Hosted talk by Devon Greyson, BCLA Information Policy Committee co-chair, on the subject of changes to the Canadian census
- Co-sponsored SLAIS colloquium talk by Ingrid Parent, University Librarian at UBC
- Promoted and attended the BCLA Conference in Victoria and helped arrange for student transportation and accommodation to the conference

#### *General Description of Position and Responsibilities:*

- Attend BCLA Board meetings and act as a liaison between SLAIS students and the BCLA Board
- Communicate BCLA related issues of interest to SLAIS students
- Host at least one speaker during the academic year related to interests of SLAIS students
- Promote BCLA conference to SLAIS students and help to arrange transportation and accommodation as appropriate

#### *Notes for 2011/2012:*

- Leah Hopton (LASSA president and BCLA member at large) attempted to arrange to have the current BCLA president, Marjorie Mitchell, visit SLAIS to give a talk in spring 2011; unfortunately the timing did not work. However, Marjorie is keen to meet the students and stated that she'd be interested in visiting SLAIS in fall 2011. She indicated that she would be available after Thanksgiving given her instructional responsibilities. It is encouraged for the new executive to try to arrange this.
- There has been interest among students in reviving the mentorship program which the BCLA/CLA student chapter organized in the 2009/2010 school year. There was discussion among the BCLA Board in organizing a mentorship program provincially, but this did not result in any action. The LTAG (Library Technicians and Assistants Group) section of BCLA currently has a mentorship program (which they organized) but there is no similar program available to library students. If someone is willing & able to take this on it would be a great resume builder and a great asset to SLAIS students.

*2011/2012 Elected Representative: Fiona Chiu*

### **CLA Representative - Sumanjit Manhas** (sumanjitmanhas@yahoo.ca)

#### *2010/2011 Activities:*

- Attended CLA meetings (via teleconference)
- Communicated CLA events and upcoming news to SLAIS and student chapter including advertising

#### *General Description of Position and Responsibilities:*

- Attend CLA meetings (in person or teleconference) and act as a liaison between SLAIS students and CLA
- Communicate CLA related issues of interest to SLAIS students
- Host at least one speaker during the academic year related to interests of SLAIS students

*Notes for 2011/2012:*

- The CLA president talk was unsuccessful this year.
- Possible guest speakers for next year include: Ryan Allworth - RAllworth@bcsc.bc.ca from the British Columbia Securities Commission to talk about life after graduating, the job hunt and what to expect for the first few years after library school. Susan Paterson - susan.paterson@ubc.ca from UBC to talk about legislative or government librarianship.

*2011/2012 Elected Representative:* Shawna Kristin

**ALPS Representative- Naomi Schemm** (schemmn@yahoo.com)

*2010/2011 Activities:*

- Attended monthly ALPS executive meetings (via teleconference -- Elluminate, though the provider could change annually)
- Organized the annual speaker panel event, "Getting hired in higher education" at SLAIS. This year's speakers were Tania Alekson (Capilano College), Carolyn Petrie (Langara), Erin Fields (UBC), and Yolanda Koscielski (SFU)
- Helped organize the annual December meeting of the ALPS membership, which happened to be at UBC's IKBLC this year but is almost always hosted at some lower-mainland school. My portion simply involved organizing a few student guides to give tours of IKBLC and SLAIS since it was held in our building.

*General Description of Position and Responsibilities:*

- Attend ALPS executive meetings and act as a liaison between SLAIS students and the ALPS membership
- Communicate issues related to academic libraries to SLAIS students as needed
- Organize at least one speaker event (the Getting Hired in Higher Education panel, more if desired) during the academic year
- Preferably, attend in-person at either the ALPS December meeting (and) or the AGM at the annual BCLA conference in April

*Notes for 2011/2012:*

- Cynthia Ng has agreed to be the ALPS rep for the time she is here, Sept.-Dec. 2011, as no other student volunteered at the last BCLA meeting in April.
- For whoever is the representative next year, you may need contact information and names, though I will certainly be happy to put you in touch or give you more information too. Next year's exec includes chair Todd Rowlatt (VCC) <trowlatt@vcc.ca>, vice-chair Tara Stephens (UBC), Deb Nielsen (UNBC), Rebecca Dowson (SFU) <rda26@sfu.ca>, and Danielle Winn (UBC).

### **YAACS Representatives - Sara Hathaway and Ellen Wu**

#### *2010/2011 Activities:*

- Attended YAACS Board meetings (in person)
- Hosted student salon on job hunting and transitioning to the professional life of a youth librarian - arranged for a panel of professional youth librarians to speak and answer questions
- Arranged and hosted book discussion groups on children's and young adult materials throughout the year -- open to all of SLAIS
- Promoted and attended the BCLA Conference in Victoria

#### *General Description of Position and Responsibilities:*

- Attend YAACS Board meetings and act as a liaison between SLAIS students and the YAACS Board
- Communicate YAACS related issues of interest to SLAIS student body
- Host at least one event of YAACS related interest for the student body - be it book club, salon or other

#### *Notes for 2011/2012:*

- Ellen will be staying on as YAACS SLAIS co-rep until December
- Rachel Balko has been elected to replace Sara as YAACS co-rep
- Although not mandatory, consider electing a new rep to replace Ellen in December - having two people makes it possible to do a lot more during the school year

### **Tour Coordinator - Qingin Zhang**

#### *2010/2011 Activities:*

- Tour in November 2010 - UBC Rare Books and Special Collections, UBC Asian Library, Library of Vancouver Theology School

#### *General Description of Position and Responsibilities:*

- Canvas student chapter members for interests and ideas for tours
- Publicize tours to students via the SLAIS listserv
- Send details about tours to the Communications Officer/Webmaster for posting on website
- Initiate contact and liaise with tour facilitator at host institution
- Arrange thank you cards and small gifts for tour facilitators

#### *Notes for 2011/2012:*

- Successor is none at this point (April 2011)
- More information about the past tours could be found in these two sheets inside the club binder

### **Funds (Treasurer) - Cynthia Ng**

#### *2010/2011 Activities:*

- old issue/expense taken care of

- most expenses for BCLA events were covered, spent ~\$14 for speaker gift and ~\$50 on YAACS salon event
- for details, see budget report in treasurer's binder
- Cynthia Ng will continue to be treasurer until Dec 2011 at which time a new treasurer will need to be elected.

#### *General description and duties*

- keep track of revenue and expenses
- liaise with LASSA treasurer minimum at the beginning and end of year to check that LASSA records are the same as the BCLA/CLA records
- submit any deposits and refunds to LASSA treasurer (details are available in the treasurer's binder and LASSA treasurer binder)

#### *Notes for 2011/2012:*

- Cynthia will stay on as treasurer for next term

#### **Communications Officer and Webmaster - Sumanjit Manhas** (sumanjitmanhas@yahoo.ca)

##### *2010/2011 Activities:*

- Emailed the SLAIS students and chapter members about events, news etc
- Updated the website and posted meeting minutes

#### *General Description of Position and Responsibilities:*

- Check the organization's Gmail account and forward appropriate emails to chapter members
- Write, edit and help design special announcements, brochures, and information packets. In conjunction with student chapter events coordinators (i.e.: Tours Coordinator, Mentorship Team, BCLA and CLA Representatives), provides related events content for student chapter website
- Work with other student chapter executive members to develop or provide information in support of student chapter communication and promotional activities
- Assist in communication and promotion of association positions, interests and events to the student body and student chapter members
- Make recommendations regarding content and/or design of website and add new features (ie. forms) as appropriate
- Update student chapter website with upcoming events and meeting dates
- Post meeting minutes after they have been approved at a regular meeting

#### *Notes for 2011/2012:*

- This position is vacant at this time. The new CLA Rep has been given website passwords and instructions to pass on to the new Communications Officer and Webmaster (including any other Communications information such as access to the student chapter Gmail account).

#### **General comments**

#### Vacant Positions:

- Secretary (Position responsibilities: taking notes at each meeting; ensuring that notes are distributed to all members of BCLA/CLA, typically via the listerv; sending notes to Communications Officer/Webmaster to be uploaded onto website)
- Tour coordinator (Position responsibilities: coordinate with libraries for library tour schedules; promote library tours at SLAIS and sign interested students up; guide and lead tours)
- Communications Officer and Webmaster (Position responsibilities: emailing SLAIS and student chapter about news and events; advertising via email or posters for student chapter events; updating the website with news and meeting minutes)

#### SLAIS Admin listserv:

A student chapter member needs to be on the SLAIS Admin listserv so they can email all SLAIS faculty, staff and students about upcoming events (not meetings). This is usually the Communications Officer and Webmaster, the BCLA or CLA Reps. Contact Susie Stephenson for more information.

#### SLAIS Student Groups Calendar:

The SLAIS Students Groups Calendar was introduced in 2010 as a way for student groups to coordinate scheduling. We can add our meetings and events to the calendar via the BCLA/CLA Student Group Gmail account.

#### SLAIS Student Calendar:

A student chapter member needs to have access to the SLAIS Student Calendar to update it with upcoming event and meeting dates/times. This way there are no conflicts with other SLAIS events and meetings. This is usually the Communications Officer and Webmaster, the BCLA or CLA Reps. Contact Michelle Mallette for more information and see <http://www.slaais.ubc.ca/people/students.htm> for the calendar.

#### SLAIS Funding:

SLAIS offers up to \$100 to assist student group events. Contact Kiki with event details to ask for funding. It is recommended to ask well in advance of the event.

#### Executive Summation:

Write a final Executive Summation at the end of the year for a knowledge transfer (or pass on information if executive members are leaving at the end of term one).