

iSchools Bi-Monthly Email Conversation

October 5, 2015

1. Introductory email from Chair Michael Seadle

Dear Colleagues,

I am opening this bi-monthly email conversation with two items.

EXECUTIVE DIRECTOR

I think that all of you know that we have hired David Fenske (former Dean at Drexel and long time iCaucus member) as our Executive Director. David has been busy putting the infrastructure in place that we discussed last March. He has an extensive report, which he will send once it is daytime in N. America.

APPLYING FOR THE iConference 2018

We will begin the application process for the iConference in 2018 shortly. (2016 will be in Philadelphia, USA, and 2017 will be in Wuhan, China.) The process will be much like last year with an application form and a commission to recommend a location. The previous commission included the iSchool officers (chair, chair elect, past chair, treasurer), and several past program chairs. The new commission will likely be similar in structure.

I would like to encourage schools to consider collaborating on a proposal, such as Berlin and Copenhagen did in 2014, and Wuhan and SKKU did for 2017. Not only does a collaboration share the burden, but it brings schools closer together. All iSchools, regardless of whether they are iCaucus members or not, are welcome to apply.

Best wishes ... Michael

Prof. Dr. Michael Seadle
Dean, Faculty of Humanities 1
Director, Berlin School of Library and Information Science
Humboldt-Universität zu Berlin
Chair, iSchool Caucus
seadle@hu-berlin.de

Thread:

Ed Cortez, Tennessee

Thanks Michael. The University Tennessee and the Open University of Catalonia are excited about the possibility of putting together a winning proposal. Ed

2. Full Text of Reports from Executive Director David Fenske and Director of Communications Clark Heideger

Executive Director Report 2

David Fenske

1) RFP for accounting services (Fenske)

The iSchools, INC released an RFP in September based on three recommendations from our lawyer for 501(C)3 not for profit (status is applied for). One RFP has been received and is under evaluation by the Chair, the Treasurer, and the Executive Director. If the RFP is accepted accounting services would move from the University of Michigan to this firm. The elected Treasurer would continue to have oversight. The Executive Director would be in charge of day-to-day operations. The accounting firm reports to the Executive Director. This arrangement allows the elected Treasurer to look at the big picture and the Executive Director to direct daily operations. This arrangement will provide the professional accounting services expected under 501(C) 3 status.

2) Technical Infrastructure (Fenske).

- a. Websites (Heideger, Tirelli). During the bi-monthly, Clark will describe our two separate websites: www.ischools.org and www.ideans.ischools.org. Clark will describe the first and most familiar, which be increasingly externally oriented. (What do iSchools do and think about?) The second will be for internal discussions only. You may have noticed some information formally on ischools.org has disappeared. It has moved to ideas.ischools.org. Guillermo will distributed the shared password for the site. IMPORTANT: There will be only one password. If a dean wishes to share this within the administrative staff we have no objection, but the audience is the deans only.
- b. Mailing list issues (Fenske). We want here to generate a discussion of an operational problem. We have a very small staff, so we need to be efficient in order to complete daily operations and we need to be so efficient so that we can reallocate staff resources to the initiative being described elsewhere. There are 13 mailing lists we attempt to maintain only partially successfully. The tradition of keeping these ever-changing lists dates from a time when we were far smaller. Several of these lists have multiple people from each institutions some of whom have probably not been at their institutions for years. The most important list is iDeans Mailing list and its derivatives: iCaucus Mailing list, iConsortium Mailing list, AP-iSchools Mailing list, North American-iSchools Mailing list, and European-iSchools Mailing list.

With over 60 institutions, even keeping the changing deans up-to-date is challenging. Add in their assistants and so on, it is nearly impossible. Institutional websites are often slow to change further complicating the problem. We propose having the dean's name only being on these lists. There are many ways for this information to be shared within a college, there are rules within email programs to automatically distribute the email directed to the dean to a staff member. We would like to have an open discussion about this issue and the proposed solution in the hopes that we can find the least disruptive one.

The other seven lists are even more complicated. They are generally special purpose lists often referring to academic and other staff positions not consistently named. Some are active and many are sporadic. The names are right and wrong. For those lists where activity has been below normal, we propose: 1) unsubscribing everyone and given them an opportunity to automatically rejoin; 2) send a notice for each cancellation to the deans list to assign the correct staff member to join the list. We would like to have an open discussion about this issue and the proposed solution in the hopes that we can find the least disruptive one.

- c. Collaboration and repository suite (Fenske). We have been looking hard at a technical infrastructure that can improve collaboration both from the staff and potentially for the consortium and provide a central, integrated repository. Although we have made the decision of the basic components described below, we are still in the process of deployment and execution on the decisions. We are considering a package of a 1TB OneDrive for business, which will include Office 365 and the very new Skype for Business. The latter will allow far greater numbers for simultaneous video participants than anything we seen before. We have qualified for an educational discounts from Microsoft. This will allow the staff, officers and the Executive Committee to simultaneously work together on the same document, to be able to have video conversation while altering a document, to have a common repository of old and new documents, to run international video conferences, etc. The cost is a few thousand dollars per year. It can be greatly expanded later perhaps to a virtual community, but that proposal is for another day and discussion.
- 3) Clark's new title and role, Director of Communications (Fenske). Clark's new title is Director of Communications effective September 1st. Two-thirds of his position will continue to support the iConference. The rest will focus on the websites and on marketing plans to come. Although this is an increase of 25% in his time, it is actually nearly a wash and is funded by the communications person formerly funded to assist the Chair.
- 4) Student Assistant (Fenske). We are advertising for a half time student assistant to be housed at Drexel University. This student will moderate the

- iSchools social media, support the Executive Director and assist all of the staff and officers. This is a net new position.
- 5) ALA Special Task Force on the Context for Future Accreditation representative, Andrew Dillon. Dean Andrew Dillon has graciously agreed to represent the ischools on this important task force. The plan is for the task force to report its findings early in the New Year.
 - 6) Video Contest Launch (Jeff Stanton). There have already been several emails to the meeting over the weekend on this topic. The purpose here is to encourage those running this contest to engage in this discussion. I hope that our international institutions will also become involved in this contest.
 - 7) Commission (Fenske). The ischools have used ConfTool for several years as its conference support tool. While the company has always been very responsive to our suggestions, the faculty on paper review committees in particular and some other staff have had some disagreement about whether other conference support tools would be better. We will be appointing a commission of past (only) users of ConfTool to make sure that we are using the tool most appropriate to running our conferences. One example is enabling the use of meta-reviewers as decided by the host institution.
 - 8) Iconference (Heidegger). Clark will address this issue on Monday.
 - 9) 2018 conference (Seadle and Heidegger). This will be address on Monday.

Technical Infrastructure Follow-up

Clark Heidegger

The organization has entered into a three-phase update of its online presence.

Phase one entails partitioning content intended for external and internal audiences. We have created an internal website for the use of school heads: www.ideans.ischools.org. This new internal site has two primary sections: **Materials**, which includes such things as meeting minutes and articles of incorporation; and **Contacts**, which includes organizational email lists, a directory of executives, officers and committees, as well as a directory list all school heads. More sections will be added.

Phase two will entail creating and leveraging content that shows an external audience what the iSchools do and think about. This is expected to take the form of a new section on www.ischools.org titled “**What We Do**,” with subsections on “**Our Research**,” “**Our Programs**” and “**Our Students and Alumni**.” Details are still being sorted out; the subsections focus primarily on case studies, and content will be tailored to suit the priorities of different regions.

Phase three will entail looking at the organization’s approach to dynamic content, specifically news, blogs, opinions, etc. This is far on the horizon, and is rather nebulous at this point.

iConference Follow-up

Clark Heideger

We are coming to the end of the iConference 2016 submissions period. Poster submissions and proposals for Sessions for Interaction and engagement are due tonight at 11:59 pm EDT.

Doctoral Dissertation Award nominations are due October 12 at 23:59 GMT. Has your school made its nomination? Co-Chairs Michael Seadle and Shigeo Sugimoto are seeking broad representation from the iSchools community.

<http://ischools.org/the-iconeference/program/dissertation-award/>

Submissions have gone very well to this point, with totals at or above recent averages. We received 197 papers (147 competed research and 50 preliminary results), 13 workshop proposals and 98 doctoral colloquium applications. The doctoral colloquium figure is our highest ever, by a considerable margin.

Registration is scheduled to open in mid-November. We hope to post the official schedule as early as December. Other logistical planning is on track, and you can look for announcements about keynote speakers and special meetings in the coming weeks.

For purposes of planning your travel, here again are on-site meeting times:

All-iSchools Meeting: Sunday, March 20. Half-day, afternoon.

iConsortium Meeting: Monday, March 21. Two hours.

iCaucus Business Meeting: Tuesday, March 22. All day.

iDeans Dinner: Tuesday, March 22. Evening.

Finally, the Executive Committee is preparing to issue its call for proposals to host iConference 2018. The formal proposal guidelines and application template will be circulated soon.

3. Individual Topics and Their Respective Discussion Threads

Accounting Services: No replies

Technical Infrastructure: No replies

Clark's new title and role, Director of Communications: No replies

Student Assistant: No replies

ALA Special Task Force on the Context for Future Accreditation representative, Andrew Dillon: Thread follows

Andrew Dillon, University of Texas

On this matter, I am representing the iSchools so if you have specific issues you would like me to raise, contact me directly. The goal of this committee (as best I can determine) is to produce within a year a white paper for ALA on the future of accreditation. The committee is dominated by LIS folks and ALA leaders so I am not sure how revolutionary it can be but I do want to bring up the iSchool concerns where they apply here, recognizing that for some of you, this accreditation is a non-issue.

Brian Butler, UMD

What are the goals/objectives of the iSchools in this context?
Do we have a general position on ALA accreditation that is seen as missing from the (continuously) ongoing discussions?

Thanks
Brian B.

Video Contest Launch: Thread follows

Jeff Stanton, Syracuse

Thanks, David.

I would encourage every dean/director to pass the following link to his or her communications staff with a suggestion to post on social media:

<http://ischools.org/news/ischools-promotional-video-contest-you-could-win-up-to-5000/>

I tweeted the link yesterday and got some retweets. The first prize in the contest will be \$5000 and there will be two smaller prizes of \$2500 and \$1000. As we discussed in Irvine, we expect that these videos may give us a substantial boost in the visibility of our schools.

Because we are expecting student submissions to comprise the majority of what we receive, we will probably go down to the wire in terms of receiving most of the submissions right near the November 30 deadline. Therefore, I will be pestering you even more frequently over the next six weeks.

Regards,

-Jeff

Conference Tool Commission: [No replies]

iConference: replies to Heideger's report

Gobinda Chowdhury, Northumbria

Dear Clark,

Usually there is a meeting of the Membership Committee before the iCaucus meeting, and the recommendations from the membership committee are taken to the iCaucus for approval.

Will there be such a meeting?

Cheers

Gobinda

Michael Seadle, Humboldt

Hello Gobinda,

Clark can't really answer this question. There is news about the Membership committee that I need to share with the Executive Committee. I'll write later tonight.

Best wishes ... Michael