

StLA Survey Steering Committee
Residence Inn, Alexandria – Old Town, VA
March 8-9, 2006
Minutes

Participants Present: (* indicates one day attendance)

Chair: Barratt Wilkins

COSLA Members: Suzanne Miller and Peggy Rudd

ALA: Denise Davis and *Emily Sheketoff

NCES: *Barbara Holton, Elaine Kroe, *Jeffrey Owings, and Jeffrey Williams

NCLIS: *Trudi Bellardo Hahn, Neal Kaske, and Kim Miller

IMLS: *Mary Chute, *Rebecca Danvers, *Mary Downs, and Michele Farrell

SDC Representatives: Alan Zimmerman

Census: *Suzanne Dorinski, Johnny Monaco, *Adrienne Oneto, Patty O’Shea, and Cindy Sheckells

Other Experts: Libby Law (Secretary) and Diana Ray Tope

FSCS Representatives: *Keith Lance and *Ann Reed

Synergy Enterprises, Inc (SEI) : AJ Bantug and Carol Coy

The meeting was called to order and introductions were made.

Chair’s remarks: Commitment to making the transfer of the FSCS Survey of Public Libraries and STLA Survey a success and the need to keep what is good, discarding what doesn’t work.

Approval of Minutes of September 21, 2005 meeting: The motion to approve the minutes was made by Neal Kaske and seconded by Suzanne Miller. The motion passed.

Consolidation

President’s Recommended Budget for FY2007 proposes a merger of the National Commission on Library and Information Science, the National Center for Education Statistics’ public and state library statistical program with the Institute of Museum and Library Service by 2008. The Consolidation of Library Services handout from Mary Chute was reviewed.

Agency Positions on Merger

- Institute of Museum and Library Services: Everyone in the room is a stakeholder and IMLS would like to assure continuation of the partnerships. There is a generous time frame for the transition and IMLS is now in the listening stage to identify major values and doesn’t want to put the program at risk.
- Institute of Education Science, National Center for Education Statistics: NCES will work with IMLS to make the consolidation of library services work.

- National Commission on Library and Information Science: The NCLIS Commissioners are scheduled to meet this weekend. She affirmed support for the principles identified by the Steering Committee.

Concerns and Issues

- Agreement in principle was expressed for the following six principles:
 - (1) Peer governance
 - (2) State based administration
 - (3) National credibility and accuracy of data
 - (4) Non-political, neutral collection and dissemination,
 - (5) Federal bureaucracy kept at minimum; no administrative rules
 - (6) Volunteer participation.
- Concern was expressed for a good combination of policy and practice, maintenance of the steering committee structure, a process for adding data elements from the bottom up. The process does not prevent IMLS and other partners from suggesting data element changes. The process for adding the e-metric data elements was briefly reviewed.
 - Steering Committee Role: Support was provided for continuation of the Steering Committee Structure with the possibility of expanding it to include additional stakeholders such as representation from the research community.
 - Discussion stressed continuing involvement of all states and SDCs in process for adding data elements.
 - Chief Offices want to be a part of the process to ensure the viability of the program.
 - Funding: IMLS has been lead to expect funding for operation in the amount designated by NCES to operate the current year of the program plus funds to build the necessary infrastructure in FY07.
 - IMLS envisions hiring someone well qualified to manage the program and sufficient staff for operation.
 - The program will be located in the IMLS Office of Research and Technology, Rebecca Danvers, Director.
 - Staffing: IMLS expects the FTE' staffing levels equal to the current FTE level for the statistics program at NCLIS and the dedicated FTE level for the statistical program at NCES.
 - The complexity of the program was discussed including the possibility of contracting for special expertise and services, such as those currently provided by Census and other offices in NCES.
 - Partnership with NCES and Census provides national credibility confidence in accuracy of data for the program.
 - Concern was expressed for full and open communication. Need to insure two-way communication among all players was expressed. IMLS expressed commitment to keeping all stakeholders up-dated.
 - Suzanne Miller, chair of the COSLA Research and Statistics Committee, was identified as the point person for communication with COSLA.

- The StLA Survey Steering Committee listserv was identified as the method for communication among the Steering Committee members.
- IMLS can strengthen and improve the Program by identification of policy issues and providing analysis of data.
- Important to make sure that appropriate legislative authority is in place.
- The Statistics Program will be a separate program and not tied to LSTA. Money from LSTA will not be moved to the program and LSTA reporting requirements will not be tied to the collection of statistics.
- The current operating procedures ‘The Survey of State Library Agencies: The Survey and its Steering Committee’ was discussed. Suzanne Miller will review the document, revised June 2004, and revise it to bring it up-to-date.
- NCES will send copies of the Census MOU and NCLIS MOU to Barratt Wilkins.
- Barratt Wilkins requested a copy of the section of the 1988 Education Reform Act that designated the initial responsibility for collection of library statistics by NCES. Note: Jeff Williams will identify the appropriate section.
- The possibility of special fast response surveys was mentioned.
- Opportunities: analysis, identification of policy issues, maintain and improve tools (Peer Comparison, Library Locator, Build and Table) in cooperation with others.
- Data use concerns were expressed and the need for data analysis and tools for data analysis were identified.
- The need to provide training for the StLA staff completing the Survey was discussed.
- Important for the library community to unite to see that IMLS receives the funding necessary for the program.

Partners Report

NCES:

Mark Schneider has been confirmed for a 4-year term. New program emphasis will include looking into Teacher salary/benefits data, which excludes school librarians. Jeff Williams will do what he can to include school librarians in the future.

Public Library Survey – in the field

StLA Survey closed – one library is in last stages of reporting

Academic Survey – conducted every 2 years. Will begin in November and close in March.

School Library Media Center Survey: Plans are to enhance this. Data for school year 2008 will be collected as part of the school and staffing survey.

Discussion included adding data elements to the annual Common Core of Data Survey.

NCLIS

Forty-six applications were received for the Libraries and Health Communication Award. \$20,000 will be awarded for first place with 9 runner-up receiving \$1,000 each.

Libraries in Education Achievement booklet 'Why Care about School Libraries' documents the critical role of school libraries in student achievement. Copies of the booklet will be sent to each State Library Agency.

NCLIS and the University of Michigan will hold a symposium: Scholarship in libraries in transition, a dialog about the impact of mass digitization.

Census

The State Library Agency Survey closed out February 15. Mississippi received an extension and will submit data Friday. Census is conducting edit follow-up with 10 states.

Census is working with Pinkerton to develop the 2006 collection tool, adding new e-metric data items and edits.

Academic Survey is complete and has been sent to NCES. Once approved Census is ready to run tables.

FSCS Public Library Survey: Data has been received from 3 states. Census anticipates receiving a rush of submissions as the early Keppel deadline for Group 1 approaches.

IMLS

IMLS expects notification of confirmation of the new director by Friday.

Technology and digitization report is posted on the web.

National Award for Library Services closed.

Fewer applications were received for the National Leadership grants than in past.

More applications were received for the National Youth Service Award.

ALA

The Library Cooperative Survey was launched March 6 and will close April 14.

This is an IMLS National Leadership grant and the first part is to create a universe file.

ALA Household Survey identifies how individuals use the library. A high level finding report has been released.

<http://www.ala.org/ala/ors/reports/2006KRCReport.pdf>

Denise Davis is working with the ALA attorney to develop a permission process to release data to researchers. The Steering Committee asked to be informed if permission is granted.

The report for the survey on mid-year budget reductions for public library operation will be released at PLA. This report will include high level finding only. A private funder has expressed interest for continuation of this survey.

NISO Standard Z39.7. As part of the maintenance status the committee is seeking comments. www.niso.org/emetrics Send comments to Neal Kaske by April 21.

The ALA non-MLS Salary Survey is in the field. It was mailed to library directors. A follow-up mailing is being sent to HR administrators. The ALA MLS Salary Survey is scheduled to begin in June.

COSLA

The procedure used to add the new e-metric data items was reviewed and confirmed as the process to be used for the future.

COSLA is beginning to work on the re-authorization of LSTA.

Report on e-metric data elements and approval process by OMB

Part M. Electronic Service and Information data items have been added. The relationship of the data items and edit issues were discussed. The Subcommittee anticipates response rate and data quality issues for the first year. There was a discussion of implementation of a 3-year policy for releasing data similar to the FSCS Public Library Survey policy. The first year of submission helps the states get ready to collect the data. The second year provides data for analysis of any data problems and issues. The third year data is compiled and published. If the data submitted in year two is of sufficient quality, it may be compiled and published.

A concurrent session will be held at the FSCS December Conference for the SDCs who are responsible for the State Library Agency Survey. Suzanne Miller will conduct the training. Barratt Wilkins, Elaine Kroe, Peggy Rudd, and Cindy Sheckells will plan the training. Among the issues will be: Background of the survey, Why the survey is important, Review of questions, Issues and problems, New e-metric data items (cross walk), and Interpretation of E.D. TABS.

Policy Issues

There was a discussion of 'Part N Public Policy Issues' on the Survey. The Steering Committee discussed the need for IMLS to provide some guidance in the identification of Policy Issues for the survey. There was also a discussion about whether the StLA Survey is the appropriate instrument for gathering data on policy issues.

Questions were raised about the instructions for 'Part N Public Policy Issues' and the issues relating 'Part L State Library Program Expenditures'. A taskforce was appointed to review Part N and Part L. Members of the task force are: Carolyn Ashcraft (Chair), Michele Farrell, Neal Kaske, Elaine Kroe, Cindy Sheckells, Barratt Wilkins, Alan Zimmerman.

Additional issues

How should library data be handled for states impacted by Hurricane Katrina and other natural disasters. Census will identify the impact on the StLA Survey and make suggestions to NCES. The decision about the approach will be discussed at the FSCS meeting in June. Census will contact the Chief Officers and the SDCs for assistance with this as needed.

Old Business

There was none.

New Business

There was none.

Adjournment

The meeting was adjourned at 11:35am.

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To Do

Carolyn Ashcraft: Chair a task force (Michele Farrell, Neal Kaske, Elaine Kroe, Cindy Sheckells, Barratt Wilkins, Alan Zimmerman) to review 'Part L State Library Program Expenditures and Part N Public Policy Issues.

COSLA steering committee members and FSCS steering committee members: Promote support for the transfer of program to IMLS and the transition program by the states.

Denise Davis: Send URL link to the ALA household survey report.

Denise Davis: Notify StLA if attorney authorizes release of data.

IMLS: Use STLA listserv to keep steering committee members fully informed of transition issues as they arise.

IMLS: Send COSLA issues to Suzanne Miller, Chair COSLA Research and Statistics Committee and she will post on COSLA listserv.

Kim Miller: Send copy of the 'Why Care about School Libraries' brochure to each Chief Officer.

Suzanne Miller: Collect and compile information from COSLA (listserv) about transfer and transition concerns and share with IMLS and members of the Steering Committee.

Suzanne Miller: Revise "The Survey of State Library Agencies: The Survey and Its Steering Committee" as appropriate.

NCES: Send copies of the Census MOU and the NCLIS MOU to Barratt Wilkins.

Cindy Sheckells: Send a list of e-metric edit issues to Steering Committee for review and comment.

STLA: Review NISO standard (www.niso.org/emetrics) and contact Neal Kaske by April 21 about any issues concerns.

StLA Survey Steering Committee: Send 500 copies of any National Legislative Day handouts to Emily Sheketoff by April 29.

Jeff Williams: Verify there is sufficient funding for the Chief Officers to attend the June FSCS Steering Committee meeting.

Jeff Williams: Explore including librarians in the NCES teacher salary/benefit survey.