

2013 AALL Annual Meeting and Conference Seattle - July 13-16, 2013 SIS Frequently Asked Questions (FAQs)

In the spring of 2011, in an effort to ensure that our premier event, the AALL Annual Meeting and Conference, continues to support the professional life and growth of our members, AALL hired Velvet Chainsaw Consulting (VCC) to review our Annual Meeting and draft a report and recommendations. The resulting report: *Observations and Recommendations of the American Association of Law Libraries, October 2011*, used member ideas and comments as well as conference best practices as the basis for recommending ways to keep the Annual Meeting vital and essential.

After the report was presented to the AALL Executive Board at its fall 2011 Executive Board Meeting, President Darcy Kirk appointed the Annual Meeting Special Committee (AMSC) to review each of the recommendations, assess their value to AALL, and categorize the recommendations into phases: immediate for the 2012 Boston meeting, next for the 2013 Seattle meeting, and those needing further consideration or a longer time frame to accomplish. As part of its process in developing a report for the Executive Board's consideration, the AMSC also solicited feedback from all of AALL's entities and the membership.

The AMSC then submitted its report and recommendations to the Executive Board for its consideration in March 2012. The AMSC committee report was approved by the Executive Board and made available to the membership on AALLNET.

Many of the recommendations adopted concerned how our education programs were submitted, reviewed and approved. Others addressed the number of meetings and events that were held in competition for attendees' time and attendance. The role that SISs play at our conference has always been significant. Therefore, we have developed an FAQ which highlights the most relevant changes being made to the Annual Meeting in areas affecting SISs.

Education Programs

How will the Education Program Proposal process change?

Annual Meeting attendees seek relevant, substantive educational content that addresses their professional needs. AALL members – particularly SISs – will be crucial to helping the Annual Meeting Program Committee (AMPC) identify topics critical to our members' professional success and development. These topics will be the basis for content development in program proposals.

AALL will be conducting member surveys before, during, and immediately after the Annual Meeting, using a variety of venues and mediums, to identify the major issues and challenges facing members. Annual Meeting attendees will have opportunities to suggest topics throughout the meeting venue. The Call for Proposals from the AMPC will include a summary of these member-identified issues so SISs (and other AALL entities and individual members) understand members' educational needs early in the process. These topics will help all proposers to develop and align conference content with these

member-identified education needs. During the evaluation process, the AMPC will identify and accept programs that best address these strategic issues.

Will there be any changes to the AMPC review process?

The AMPC will employ a blind review process in which AMPC members will review the proposals based on their content - program title, description, and learning objectives. The program sponsor will no longer be part of the proposal review process and there will be no ranking of proposals by AALL entities.

Again – and most importantly – the AMPC wants to build a conference of programming that meets the needs of AALL members based on what members tell us in surveys and other information gathering formats.

What will the schedule for the Education Program Proposal Process be?

The Call for Proposals, built around member-identified issues, will be announced after the Annual Meeting. (The Call for Proposals will be announced via AALLNET, the Members' Open Forum on AALLNET, and the SIS Council Forum. Stay tuned.) The deadline for proposing programs will be October 15. This will allow more time after the Annual Meeting for all AALL members and entities to identify emerging trends and topics and to develop proposals. More importantly, the later submission date makes programming more immediate and current in that it allows proposals to be developed closer to the time of the Annual Meeting. The AMPC will also put out a call for hot topic proposals in the early spring.

What will happen to Independently-produced SIS Programs?

The average attendee does not distinguish between AALL-sponsored programs and those independently produced. To this end, independently-produced programs will need to adhere to the same accountability measures as AALL-sponsored programs, including the same program evaluation process and audio-recording requirements for inclusion in AALL2go along with related costs. These programs are already integrated with AALL-sponsored programs in conference promotion – online and in the printed Conference Program – and their description criteria mirror AALL-sponsored programs.

The AMPC will schedule all programs to ensure a balanced variety of programming in every time slot. SISs will no longer select the date/time for their independently-produced programs. The AMPC will also limit the total number of concurrent programs to no more than 8 – including both AALL-sponsored and SIS sponsored. This will allow each SIS to have one independently-produced program at the Annual Meeting. Again, the focus of all educational programming is learner-centric. SIS participation and contributions will be critical during the Call for Proposals. The expanded proposal timeline and pool of member identified issues will help all entities develop relevant, substantive educational content.

How will the 2013 Annual Meeting Schedule Change?

Adjustments are being made to the 2013 conference schedule to better meet the educational and networking needs of attendees. Each day will allow for either alternative format educational opportunities or longer, more intensive educational programming. More information will be available during the Annual Meeting and with the Call for Proposals.

Meetings and Functions

How will Meetings/Functions be managed at the Annual Meeting?

Recent attendee survey comments report participants feel over-scheduled during the conference and that their energy for educational experiences is diminished. Please consider these factors and be sensitive to the busy schedules of your SIS's members when planning additional meetings and events. In some cases, you may determine that meeting business can be accomplished via alternate channels (conference calls, AALLNET My Communities). Compared to other professional conferences, AALL uses a large number of rooms relative to its size and this increases expenses for the annual meeting. To address the foregoing concerns, the total number of meetings by a single SIS will be limited to no more than 10, excluding receptions, breakfasts, and lunches.

As you know, groups are no longer allowed to schedule meetings concurrently against education programs. We have adjusted the schedule so at least two different meeting scheduling times remain available each day of the conference. We have added an additional slot of meeting time on Saturday from 1-3 p.m. for meetings. AALL committee meetings are held from 3-5 p.m. on Saturday and we have received positive feedback from this change. Meeting times are also available each day after education sessions are over.

Will any changes take place with Leadership training in 2013?

Leadership Training for Committees, SISs, and Chapters will be revamped in 2013 from a procedural training to functional leadership training and will be held on Saturday morning. We are excited to bring a leadership facilitator to develop and prepare leaders for success during their year. Procedural training will occur in the early fall utilizing virtual training.

The 2013 AMPC is very committed to moving forward in this exciting process, and we hope that you are, too. First and foremost, it's the contributions from AALL members that shape our conference, and we want to provide an attendee experience that is enriching, collaborative, inspiring and timely. You are encouraged to contact Julie Pabarja, 2013 AMPC chair; Jean Wenger, AALL president-elect; any member of the 2013 AMPC; or AALL headquarters education staff with any questions. We look forward to working with you in the months ahead!