

ALL-SIS Student Services Committee

AALL Annual Meeting

Date & Time:

Monday, July 15, 10am

Attendees:

Morgan Stoddard (chair)	Stacy Etheridge
Frances Brillantine (vice chair)	Margaret Krause
Amy Ash	Joe Mitzenmacher
Rob Beharriell	Jacob Sayward
Maureen Cahill	Erin Schlicht
Heather Casey	Jackie Woodside

Discussion:

1. Review of 2012-2013 Committee Activities
 - a. Annual Meeting Program
 - i. Maureen, Patricia, and Erin
 - ii. Tuesday, July 16, at 10:15am
 - iii. "Meeting the Needs of Students and Their Future Employers: Discussions on Legal Research Instruction and Student Services Inspired by Practitioner Feedback"
 - b. Online Discussion of Student Services (March 2013)
 - i. Rob & Heather
 - ii. Posted to website
 - c. Student Services Bank of Documents Updated
 - i. Frances and Jennifer Prilliman
 - ii. Changed from bank of student services documents to student services websites and user guides
 - iii. Updated and improved
 - iv. Work ongoing (call for new materials) – continue by new committee
 - d. Student Services Toolkit
 - i. Amy, Rob, Heather, Stacy, Morgan
 - ii. Work ongoing – continue by new committee
 - iii. Job descriptions, marketing, bibliography, student services resources and examples (e.g., instructional offerings, group study room policies, et cetera)
 - e. ALL-SIS Newsletter

- i. Morgan
 - ii. Article in the last issue of the ALL-SIS newsletter about committee's work
- 2. Discussion of proposed activities for 2013-2014
 - a. Student Services Toolkit & Student Services Websites and User Guides
 - i. Continue work of previous committee
 - b. Why have a student services librarian?
 - i. Have some kind of program/article/roundtable/discussion or other activity on this topic
 - ii. What do they do? What is the day to day like?
 - c. Write an article or other follow-up activity from the program at this year's annual meeting
 - d. Update other materials on Student Services website
 - e. Conduct a survey of student services – what do schools offer?
 - f. Discussion or other item on how to collaborate with faculty services and/or other law school departments