ALA Council I Sunday, July 12, 2009 ACTION ITEM 2. Access for Physical Mobility Impaired Conference Attendees. At the 2009 Midwinter Meeting, Council approved, CD # 38, which added a paragraph to Policy 7.1.3, and CD # 39, which contained instructions regarding accessible computer workstations, also to be added at the end of Policy 7.1.3.

PMC moved the addition of the following text at the end of policy #7.1.3, Conference Arrangements for Participants with Disabilities:

Assistive devices for attendees with physical mobility impairments shall be made available by reservation. Devices not reserved in advance shall be made available on a first-come, first-served basis. Using what ever means necessary, these devices shall be located adjacent to the conference center's main entrance or to the primary registration area for pick-up and delivery.

Accessible workstations shall be identified by raised identifier flags extending from the monitors of those workstations, and that in clusters of computer workstations

all governance related activities, sponsored by the ALA or one of its units, taking place outside of official meetings should be accessible to the membership of the sponsoring body.

reports are covered in Sturgis, p.189) Because minority reports are technically a part of the committee report proper (whether attached, incorporated, or numbered separately), there is no need to mention them explicitly in the policy. Indeed, mentioning them separately contributes to confusion about their standing and may even suggest that any document expressing opposing viewpoints, promulgated from outside the committee report might be considered a "minority report." Deletion of this confusing sentence will not restrict the ability of Councilors to communicate personal or group opposing viewpoints through the Council List, ALA Connect, or other means.

PMC moved that 5.5.3 be revised to read:

5.5.3 Advance Distribution of Council Agenda and Other Documents. The Executive Director, as Secretary of the Council, shall distribute the agenda for Council meetings, as well as such documentation as has been provided by members and units, to reach Council members not later than two weeks before such meetings.

10. ACTION ITEM 10. Censure of Racist Institutions. Current policy states: 9.6 Racist Institutions: Opposition to Support of . Public, academic, or school libraries which provide services or materials to racist institutions conceived for the purpose of circumventing desegregation of public schools may be censured by the American Library Association under procedures to be developed and approved by Council.

There are a number of peculiar things about this policy, including: The policy is very narrowly drawn. Having a policy that permits censure in this one very specific instance implies that censure is never possible unless a policy is written to permit it in the particular circumstances being considered.

Even though in 2006 PMC requested Councilors and others interested to comment, no comments were ever received. No procedures were ever developed, nor was there ever any request to do so. One might wonder how libraries can be held responsible for knowing for certain that it was the desire to circumvent desegregation of public schools that inspired the formation of a racist institution. One might wonder how public libraries could refuse to provide services to some institutions that they would provide freely to others.

A search of Council minutes reveals only one instance that a motion to censure has introduced, and the motion was withdrawn before it was voted on. (in J une 1992 a motion to censure the Executive Board for its actions with regard to the dismissal of the Executive Director was introduced. The movers indicated that their purpose was to provide an opport unity to express dismay not with the action per se, but with how it was handled. With permission of Council, the motion was withdrawn). There have been other instances when censure has been discussed (e.g., when the State Librarian of Hawaii out sourced all materials selection and cataloging of state-supported libraries), but motions of explicit censure were not made.

Censure is covered in Sturgis, p. 223, under the Discipline and Expulsion, and may be invoked only against members of the Association. (Further, Article III of the Constitution and Bylaws also provides for the suspension of members for cause).

PMC believes that the presence of 9.6 weakens the ability of the Association to react appropriately and in a timely manner to censure when appropriate. Because censure is covered in Sturgis, the absence or 9.6 would not prevent censure. For these and all the other reasons cited above,

PMC moved that policy 9.6 be deleted.

ACTION ITEM 11: Virtual Members. At Midwinter, 2009, Council approved CD # 35.4, as amended, which reads:

"Request the Policy Monitoring Committee re-writes Policy 6.16 to eliminate the two classes of committee members. Make no new committee appointments or reappoint ments to ALA-level committees under Policy 6.16 after the current appointment cycle at the close of Annual 2009, and COO should not authorize addition of ALA-level committee members under Policy 6.16 after Annual 2009. (I mplement at ion of this recommendation requires revisions to Policy 4.5 (contained in Recommendation 5, ALA CD # 35.5). In preparation for implementation of this recommendation, charge the new task force described in ALA CD# 35, Recommendation # 16 to make recommendations concerning issues such as appointment procedures, limitation to proportion of "e-participating" members on a committee; establishment of quorum, and any other measures specifically dealt with by Policy 6.16. The new task force should also address issues such as the extent of the Association's responsibility to provide electronic access for committee members to meetings of their committee, and the responsibility of those participating electronically to support their own access to meetings. Additionally, the new task force should consider whether a separate policy, specifically authorizing the appoint ment of committee members whose attendance will be electronic only needs

4) Appointment of Virtual Members to Committees of Round Tables and Divisions: Virtual members of division or Round Table committees are appointed in accord with each respective division's or Round Table's appointment procedures for committee members. No more than one third of the membership of a round table or division committee may be virtual members.

4.5 Requirements for Committee Service

4.5.1 Membership. Except as specifically authorized, members of all ALA and unit committees, task forces, and similar bodies must be members in good standing of the group's parent organization.

4.5.2 Participation. Members of all ALA and unit committees, task forces, and similar bodies are expected to participate in the work of the group. Participation includes both attendance at synchronous meetings scheduled in conjunction with the Midwinter Meeting or Annual Conference or at other times during the year, as well as contributions through asynchronous communication methods that may be utilized by the group outside of formal meetings. Attendance at meetings may be in person, or through other means that enable synchronous communication.

4.5.3 Provision of explanation of absences. Members of all ALA and unit committees, task forces, and similar bodies are expected to provide explanation of their absences and/or inability to participate to the committee chair or unit secretary. Failure to provide adequate explanation of absences from two consecutive synchronous meetings or to participate otherwise in the work of the committee constitutes grounds for removal, upon request of the chair and approval of the appropriate appointing official or governing board.

PMC found the instructions contained in CD 35.4 to be internally contradictory.

When PMC attempted to rewrite 6.16 as instructed, and in recognition of the deadlines

The CRF is maintained by ALA staff. It is organized by policy number, and has been kept in a set of loose-leaf not ebooks that have been kept at ALA Headquarters, and brought to conferences so they could be consulted if necessary. In addition to containing the full text of policies deemed too long to be in the *ALA Policy Manual*, the CRF contains interpretations, process documents, the original Council Document that presented the Policy, and other policy-related miscellany. Many policies contain explicit reference to material in the CRF, but many, especially those initially a part of the first *ALA Policy Manual*, do not.

This segregation of materials has often caused confusion and frustration, as well as unawareness of policy contained outside the *ALA Policy Manual*, and a sense that there are "secret" policies.

ALA staff has recently completed scanning all documents in the CRF, and are working toward making it accessible to members. Before that can be done many decisions need to be made regarding content of the *ALA Policy Manual* proper, content of the CRF, accessibility of the CRF, and navigation. Policy Monitoring Committee recently put some questions to the Council List. Based on input received and on its own investigations and discussions, PMC has reached some conclusions. Rather than present these conclusions one-by-one as binding recommendations, however,

PMC moved the following recommendations to be used as guidelines for ALA staff as they continue their work to make the contents of both ALA's policies and the Current Reference File accessible to members.

- 1. Rename the Current Reference File to be the Policy Reference File (PRF). The present name does not indicate what the file relates to, and much of the content of the CRF is historical rather than current.
- Include the full text of all policies in the ALA Policy Manual (Except that Interpretations, which are in a sense policy, might need to be treated differently. See 7. Below).
- 3. I nclude specific links from each policy to the following kinds of documents (when present): Source Document (by CD number, when available); Interpretation of the policy; Guidelines or Criteria; I mplement at ion information.
- 4. Other historical information in the PRF need not be specifically linked from the *ALA Policy Manual*, but it should be retrievable/ searchable. At some point in the future, the "other" documents in the PRF should be examined to see if they need to be retained there.
- 5. Links should lead directly to the item referenced, and not to some huge document that would need to be loaded and paged through.
- 6. In addition to having items linked directly to policy statements, the PRF as a whole should be searchable policy-by-policy, and a search should yield all documents related to that policy.
- 7. Since, under 3 above, I nterpretations would now be easily/readily retrievable through links under the policy, the current practice of representing the I nterpretations to the Library Bill of Rights (LBOR) by a policy number and an abstract should be examined. The abstracts are not themselves "billed as" policy, yet they have policy numbers; at

present, the wording of the abstracts is not approved by Council, but is instead supplied by the Committee. (This practice is described in policy 5.6, but appears only to have been implemented in the case of the Library Bill of Rights). The only other policy (Open Meetings) that has an interpretation is handled differently, with the policy in the *ALA Policy Manual*, and a reference to the Interpretation in the CRF. Consider possibilities such as:

- Eliminate the LBOR interpretation abstracts, and replace them with a list of links, e.g. Interpretation 1. Challenged materials [link]; Interpretation 2. Expurgation [link]; and so on. All other policies (currently only one) would follow this pattern. If there were only one interpretation, the "list" would simply be Interpretation [link]
- Since the wording of the interpretations is approved by Council, it can be argued that the Interpretations are policy. If the Interpretations are considered policy, consider including the interpretations themselves in the *ALA Policy Manual*.
- If the Interpretations are policy, but are not to be included in the *ALA Policy Manual* because of length, then the list described in the first bullet above would take the form of: 53.1.1 Challenged Materials [link]; etc. All other policies with interpretations would follow the same pattern of giving a policy number and brief name to the Interpretation, followed by a link.
- A decision about whether to include the Interpretations in the *ALA Policy Manual* might need to be delayed until we have some more experience with using the online PRC.
- 8. If the Interpretations are acknowledged to BE policy, this should be explicitly stated somewhere (in the introduction to the *ALA Policy Manual*?)
- 9. Revise the introduction to the *ALA Policy Manual* to reflect the new name of the PRF and its contents.
- 10. Although it is likely that the heaviest users of the PRF and its contents will be Councilors, Officers, and members of ALA level committees, any decisions made regarding how the PRF is accessed and represented should be made based on the assumption that access should be open to and easy for any member of ALA.

ACTION ITEM 14. *ALA Policy Manual* Maintenance, Indexing, and Table of Contents. For the past few years, PMC has been considering other matters related to the presentation and accessibility of the *ALA Policy Manual*. It seems desirable to make recommendations about these matters at the same time that issues of the PRF are being considered. Accordingly

PMC moved the following recommendations to be used as guidelines for ALA staff as they continue their work to make the contents of both ALA's policies and the Policy Reference File accessible to members:

By *CONSENT*, ALA CD# 41.2, Resolution on Ethics Education was divided and resolved clauses 1-3 were considered separately as follows:

- (1) That the Council of the American Library Association acknowledges that ethics education for its members is a critical need and a training priority of the Association;
- (2) That the ALA Council accepts the recommendation of the ALA Council Committee on Professional Ethics (COPE) that the Ethical Fitness® Seminar developed by the Institute for Global Ethics best meets the criteria of providing research-based, instructionally sound, sustainable, affordable, and practical ethics education;
- (3) That the ALA Executive Board designate a process to engage in contract negotiations with the Institute for Global Ethics (I GE) for the use of their Ethical Fitness® seminar materials for the ALA ethics education seminars and institutes; that the results of those negotiations be regularly conveyed to the COPE and its input be sought as needed; and that the results of those negotiations be regularly conveyed to the COPE and its input be sought as needed; and that a final report be presented at the ALA 2010 Midwinter Meeting.

VOTED, That the Council of the American Library Association acknowledges that ethics education for its members is a critical need and a training priority of the Association. Committee on Professional Ethics Report on Resolution on Ethics Education, ALA CD# 41.2, # 1)

DEFEATED, A motion to substitute the following language for above 2nd "Resolved" clause: "That ALA Council request ALA staff to design and distribute an RFP for an organization that ProfestSesnet309EnTd(instruct

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second of these to refer only to votes of the entire membership. We therefore offer the following:

Action Item #2. That Article X be replaced by the following, renumbering the current Article XI as Article XII:

Article X. Notices by Mail.

Section 1. Publication of notices in the American Libraries shall be considered sufficient to fulfill the requirement of notice by mail.

Article XI. Voting by Mail.

Section 1. <u>Votes of the Association membership</u> by mail shall be deemed to be by postal service or electronic means as determined by the executive director, who shall be responsible for ensuring the integrity of the ballot.

ADOPTED, To request the ALA President, with advice of the ALA Executive Board, to convene an ALA wide representative group to continue to assess the proposed Google Book Search Settlement and its ongoing impact on ALA members and member institutions and to make recommendations for action by the Association and its members. (ALA CD# 20.3, Committee on

1. Urges Congress to protect and preserve the essential records of government through the passage of the Preserving the American Historical Records bill H.R. 2256."

ADOPTED, ALA CD# 19.9, Resolution on the Reauthoriz

members indicated that 93% of the members did not know what the acronym, CLENERT meant. In order to increase visibility in the association and to emphasize the active nature of the central mission of the round table, CLENERT requests that their name be changed to Learning RT (Learn).

Action Item # 2. The composition of the Round Table Coordinating Assembly (RTCA) be expanded to include the immediate past president, the current treasurer/fiscal officer/budget chair of each RT, and individuals currently serving on ALA committees as a result of the collective appointment by the RT's. RTCA feels that these additional members will help the work of the RTCA in sharing information among round tables and in making recommendations for collective appointments to committees.

ADOPTED, ALA CD# 50, Resolution Promoting Sunday, October 4, 2009, as Intergeneration Day Means Libraries, which read: "That the American Library Association (ALA), through the adoption of this resolution:

- 1. Urges its member libraries to support the goals of Intergeneration Day Means Libraries by considering to offer multi-generational activities during the week of October 4, 2009; and
- 2. Urges its divisions and round tables to support and promote Intergeneration Day Means Libraries by adding a link, if possible, from their website to the Intergeneration Foundation website at <u>http://www.intergenerationday.org</u>."

ADOPTED, ALA CD# 51, Resolution on Accessibility for Library Websites, which read: "That the American Library Association (ALA):

- Urges all libraries to comply with Section 508 regulations, Web Content Accessibility Guidelines 2.0, or other criteria that become widely accepted as standards of accessibility evolve, so that people with disabilities can effectively use library websites to access information with ease; and
- 2. Urges the federal government and state and local governments to provide adequate funding to allow libraries to comply with accepted standards and laws on accessibility for people with disabilities."

ADOPTED, ALA CD# 52 (Revised 7.14.09), Purchasing of Accessible Electronic Resources Resolution, which read: "That the American Library Association (ALA) strongly recommends:

- That all libraries purchasing, procuring, using, maintaining and contracting for electronic resources and services require vendors to guarantee that products and services comply with Section 508 regulations, Web Content Accessibility Guidelines 2.0, or other applicable accessibility standards and guidelines; and
- 2. That all libraries purchasing, procuring, and contracting for electronic resources and services ensure, through their own testing protocols or by requiring vendor guarantees, that electronic products and services have been fully tested and found to be in compliance with applicable accessibility regulations, guidelines, and criteria; and
- 3. That f unding aut horities, including private institutions, the federal government and state and local governments, provide adequate f unding to allow all libraries purchasing, procuring,

and contracting for electronic resources and services the ability to comply with accepted standards and laws of accessibility for people with disabilities."

MOVED, ALA CD# 54, Resolution Endorsing Legislative Proposals for Single-Payer, Universal Health Care, which read: "That the American Library Association (ALA):

- 1. Reaffirms its support of a single-payer health-care program; and
- 2. Endorses bills such as S. 703, "American Health Security Act of 2009," and H. R. 676, "United States National Health Care Act," which favor single-payer health care; and
- 3. Sends a copy of this resolution to the President of the United States and to all U.S. Senators and U.S. Representatives."

VOTED, To amend ALA CD# 54, Resolution Endorsing Legislative Proposals for Single-Payer, Universal Health Care by:

(I) Delet e t he words:

and instituting a critical crisis management approach to remedy library budgetary losses through the creation of an action plan to alert legislators, stake holders, and constituents to action through all media and interpersonal channels available."

APPROVED, A motion to amend ALA CD# 56, An Action Plan to Remedy Current Library Budget Crisis, by adding a second "Resolved" clause, which read: "Communicates to the President of the U.S., all members of Congress and all state governors that during tough economic times when people more than ever need the resources available in American libraries that those libraries more than ever need continued and increased government support."

ADOPTED, ALA CD# 56, An Action Plan to Remedy Current Library Budget Crisis, as amended to read: "That the American Library Association (ALA):

 I mmediately address the severe national erosion of budgetary support to all libraries with deliberate, concerted and unyielding effort by developing and instituting a critical crisis management approach to remedy library budgetary losses through the creation of an action plan to alert legislators, stake holders, and constituents to action through all media and interpersonal channels available; and