



Chapter Council Presents Sharing Roundtables

MLA Annual Meeting

Chicago IL

Sunday, May 18, 2008

Facilitator, Holly Hubenschmidt

Recorder, Anna Tatro

Final Report Form

Participants: Jill Boruff, Heather Coates, Emily Mazure, Patricia L. Mongelial, John Seigel

Discussion Summary:

- Walk-in Lab Hours outside of Library, possible at schools or student center
- Prioritize – spend a week or month with a certain group developing resources and relationships
- Push Information to faculty
- Invite yourself to classes your students are attending
- Be present in Blackboard
- Get buy in from the top (Chief Resident, Deans, Senior Faculty)
- Email New Faculty for a library orientation appointment
- Collect Syllabi from school so you can be prepared in advance for library related questions and prepare appropriate resources
- Create a Liaison Page or Website
 - Showcase your education and professional activities
- Purchase keychains with individual liaison information to pass out in lieu of or in addition to business cards
- Hold a student happy hour (w/o alcohol) with snacks and activities to get to know your liaisons.
- Get in contact with and work in conjunction with Student Organizations
- Create a create a school specific pdf newsletter that showcases a few new resources/services specific to particular school.
- Create an A la Carte Menu to give to faculty so they know their options for creating a library instructional session (see attached)
- If office is public eye shot get HUGE computer monitor as this will bring you to your patrons attention – a wireless mouse and keyboard also help while doing consults or teaching courses.
- Join faculty, staff and student committees at your school
- Create a Liaison brochure highlighting services

Recorder: Please send your report (MS Word file attachment preferred) by Monday, June 9, 2008 to:

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