

InULA Communications Committee Annual Report 2011-2012

Andrea M. Morrison, Chair

Committee membership:

Lori Duggan (2011-2012)
Willie Miller (2011-2012)
Mandi Moning (2011-2013)
Kate B. Moore (2009-2011), past chair and Board liaison 2011-2012
Andrea Morrison (2010-2012)
Jennifer Liss (2011-2013)
Jian Liu, ex officio

Charge: This committee shall administer the InULA listserv and the InULA Web site. It shall compile, edit, prepare and distribute all publications, both print and electronic, of the Association.

Special charge from the InULA Board on Oct. 10, 2011:

Review the current InULA website and inventory the types of content present. Make a recommendation to the InULA Board on necessary structural changes to aid navigation and usability for the new website. Report due by **Friday, December 2nd**

Examples of similar organizations' websites include:

IOLUG: <http://www.iolug.org/>

ILF: <http://www.ilfonline.org/>

ALISE: <http://www.alise.org/>

College organizations who use WordPress: <http://wordpress.org/showcase/tag/college/>

Special charge from the InULA Board Jan. 2012:

That the Communications Committee draft and approve a copyright policy for *InULA Notes*, which would then be voted on by the Board. This copyright policy would be in effect for all future issues.

Committee work: The Committee used Dropbox to collaboratively work on *InULA Notes*, until SharePoint was implemented. It is in the process of organizing and updating its Committee information on SharePoint, including the new information on copyright policy. All work was accomplished remotely. We tried for a virtual meeting, but schedules did not permit it.

Recommendation: Next year's Committee should review the organization of its information on SharePoint and update it as needed.

Special charge on the website:

On Dec. 8, 2011, the Committee submitted the 'InULA Communication Committee website report 2011' to the Board, along with WordPress wireframe files a Committee member, Jennifer Liss, prepared to help the Committee conceptualize the InULA website design and function (not as a final design proposal). Jennifer provided the basic wireframe files in PNG and PDF format, both with and without comments that

highlight the function and options of specific elements. This exceptional work by Jennifer greatly assisted the Committee's work in analyzing structural navigation and usability changes for the new website.

In this six page report, the Committee recommended best-case design, navigation, and functionality for the layout of the new InULA site. Members took on specific areas of the website and suggested improvements and changes and Andrea Morrison compiled the report. We reviewed the Ad Hoc Committee's report concerning what did and didn't work on the current InULA website and made detailed recommendations for every area of the website. We recommended that the Board move forward on the Ad Hoc Committee's recommendation to use WordPress for the website content management system and to retain the services of a paid Web developer *very soon*. In addition to the sections already on the InULA website and the new categories proposed by the Ad Hoc Committee (in bold), our Committee recommended new categories (in italics) for Committees and Publications. We made recommendations for all of these categories, and also recommended that some website menu items should be available on each page in a menu bar, with dropdown sub-menu items (i.e., Officers under About InULA).


Home
About InULA
Membership/**renewal**
Calendar
Communication
Committees
Document sharing
Publications/InULA Notes and Reports & Documents
Funding Opportunities
Payment processing
Search function
Statistics

Special charge on the new copyright policy:

In February 2012, the Committee discussed the InULA Board request that the Communications Committee draft and approve a new copyright policy for *InULA Notes*, which would then be voted on by the Board. The Board recommended the most useful CC license for *InULA Notes* would be [Creative Commons Attribution-NonCommercial-NoDerivs](#) license. Kate Moore, our Board liaison, asked Sherri Michaels to create a draft copyright policy for the Committee to review and completed editing the policy.

We made some minor recommendations for changes and approved the new policy and policy statement for *InULA Notes*. Kate reported to the Board at its meeting Dec. 9, 2011 and the new policy was approved. Kate was responsible for the new policy's implementation with the Spring issue of *InULA Notes*, and for gathering author copyright forms.

New [Copyright Policy for Reader's of InULA Notes](#). This policy will be featured on every issue and on the InULA website:

"*InULA Notes* is an open access newsletter published by the Indiana University Librarians  Association. *InULA Notes* articles are available under a [Creative Commons Attribution- NonCommercial-NoDerivs](#) license."

New [Copyright Policy for Authors](#) in *InULA Notes*

1. Authors retain the copyright to their work, but grant to InULA the non-exclusive right of publication under a Creative Commons Attribution Non-Commercial, No Derivatives License ([CC-BY-NC-ND](#)). This allows authors to enter into separate, additional contractual arrangements for the nonexclusive distribution of the journal's published version of the work (e.g., post it to an institutional repository or publish it in a book).
2. The author represents that the submission is his/her original work, and that s/he has the right to grant the rights contained in this agreement. The author also represents that his/her submission does not, to the best of his/her knowledge, infringe upon anyone's copyright.
3. The author grants InULA the non-exclusive right to reproduce, translate (as defined in point 4) and/or distribute your submission worldwide in print and electronic format and in any medium, including but not limited to audio or video.
4. The author agrees that InULA may, without changing the content, translate the submission to any medium or format for the purpose of preservation and make multiple copies for security, back-up and preservation.

InULA Notes:

The Communications Committee published 2 issues of *InULA Notes*, the [Fall issue](#) in the first week of January 2011 and the [Spring issue](#) on May 3, 2012. Mandi Moning volunteered to do markup and the volunteer editors are recognized in the issues. Both issues included the letter from the InULA President, Jennifer Laherty. The Fall issue featured Andrea Morrison's article "Perspective on Tenure for I.U. Librarians: How Do We Define and Support Tenure at I.U.?" and Jennifer Liss' article "Effective Library Communication? Brief, Informal Interviews with IUB Libraries Blog Administrators." The Fall issue was delayed because of the amount of work we accomplished on the Committee's special charge on the website. It also featured InULA Grant Recipient Reports from Wen-ling Liu and news.

The Committee made a special effort to solicit articles from non-Committee members across campuses. The Spring issue featured Andrea Morrison's follow-up article on tenure in which she surveyed retired IU Librarians and compiled their perspectives on tenure. Cheryl Truesdell discussed the recent work of the Academic Libraries of Indiana's (ALI) Open Access Subcommittee, Frances Yates reported on academic outreach efforts at IU East, and Kate Moore reported on changing the *InULA Notes* copyright policy. The issue also includes InULA Research Incentive Fund reports from Florence Mugambi and Taemin Park, and Jaminnia States' Julieann V. Nilson Scholarship essay.

The Spring issue was the first to implement the new Creative Commons copyright policy. Article authors signed a copyright policy acknowledgement sent via e-mail by Kate Moore. This is an interim practice; we recommend that the copyright form be available on the new InULA website.

Recommendation: That the Board update the [InULA Calendar](#) following last year's Committee recommendation to change the *InULA Notes* Spring issue publication date from April 15 to May 1, in order to leave sufficient time to include the essays of the Julieann Nilson Scholarship award winners.

Respectfully submitted, Andrea Morrison, chair 2011/2012