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2. Person submitting the report (your name):Howard Fuller

3. Which board positions are elected by Division members?

Chair

Chair-Elect

Secretary

Treasurer

Director

4. Does a smaller subset of your elected officers meet separately from full Board meetings as an Executive Committee of the Board?Yes (Please list Executive Committee members) - Howard Fuller Tony Stankus Nalini Mahajan Peggy Murphy Christopher Hooper-Lane Andrea Miller-Nesbitt Rebecca Kuglitsch

5. Do you have an appointed (not elected) Advisory Board that consists of Committee Chairs or other unit members?No, we do not have an Advisory Board

6. Who may vote on unit fiscal issues, such as budget or individual expenditures?Executive Committee ONLY

7. Does your Nominating Committee recruit members to fill just your elected positions? Or does it recruit for other positions as well (such as Committee Chairs, Committee Members, etc.)?Yes, they recruit only for elected positions

8. Is your Division having difficulty finding officers?Yes (please specify which officers and why you think it has been a problem for your unit) - All positions. We are increasingly receiving feedback that library directors do not find SLA relevant or satisfactory in maintaining knowledge in the profession.

9. What could the SLA Board or Staff do to help your Division recruit leaders?Not sure at this point in time. Perhaps focus the scope of SLA as its become increasingly fragmented in its goals and who its trying to serve.

10. Does your Division offer any type of leadership training for Officers or for Committee members beyond the training provided at the Leadership Summit (January), the Leadership Orientation (June), and SLA's Leadership Webinars?

No

11. Does your Division promote SLA's Leadership Webinars to your full Board and your regular members as a way of building interest in leadership opportunities?

Yes

We forward select Leadership emails to the entire division.

12. Was your Division able to get appropriate support during 2013 from your SLA Board Liaison, Cabinet representatives, and SLA staff?

Yes

13. Which of your Division leaders were able to attend Leadership Summit in 2013?

2013 Chair

2013 Chair-Elect

14. Does your Division support travel expenses for your Leaders to attend Leadership Summit and/or Annual Conference?

Yes, Leadership Summit AND Annual Conference

15. Which members of your Division are eligible for travel funding? (check all that apply)

Chair

Chair-Elect

Past Chair

Secretary

Treasurer

Program Chair

Other leader(s) - (please specify) - Director

16. What was the total amount your Division budgeted for all leadership travel in 2013? If you do NOT have a budget, what was the total amount your unit actually paid for all leadership travel in 2013? (Please note - this is a total figure for all travel, NOT per traveler)

> \$3,000 U.S.D.

17. Any comments on leadership support or travel support that haven't been covered here?

We allow elected officers up to \$1500 annually for travel.

18. How often does your Division conduct a survey of member needs & expectations?

We haven't considered doing this

Its been more than five years. We simply do not have the capacity to do so at this moment in time.

19. Does your Division have a Membership Committee?

Yes

20. Does your Division have a membership recruitment plan?

No

21. Does your Division use any of the following techniques or products to recruit or retain members?

	No	Yes
Division-specific printed brochure or other printed materials		X
Division-specific digital recruitment brochure or invitation	X	
General SLA recruitment materials		
"Welcome packet" or other initial contact for new members		X
"Welcome back" or other contact for renewed members		X
Reception or event at Annual Conference specifically for new members		X
Recognition of new members at Division Annual Conference events		X
Follow up on lapsed members		X
Programs to attract student members or increase their participation		X
Financial support for one or more students to attend Annual Conference		X
Financial support for one or more regular members to attend Annual Conference	X	
Recognitions of member achievements (e.g., awards for publication, longevity milestones, important contributions to the Division or the profession)		X
Special benefits to Division members, beyond the regular SLA benefits & services	X	

Comments:

22. Did your Division use any of the following methods to recruit new members?

No Response

23. Has your Division tried other methods to recruit or retain members not covered above?

No

24. If your Division offers any special benefits for Division membership, beyond SLA's regular benefits, please describe. Examples might include discounts on products or services, lower fees for participation in collaborative events, etc.

No Response

25. How could the SLA Board or Staff help with your Division's efforts to recruit and/or retain members?

Not sure at this moment in time.

26. Did your Division offer a Mentoring Service for Division members during 2013?

Yes (please describe who may use it, how you promote it, and how frequently it is used) - Division members -- although we've never turned away those new to the profession.

27. Did your Division offer a Listserv (Discussion Group) in 2013?

Yes, for anyone who is interested in our topic (SLA member or non-member)

28. If your Division offered a Listserv (Discussion Group) in 2013, were new and renewed Division members automatically subscribed to it?

No, we don't add anyone unless they request it. Members must choose to join (opt-in).

29. Did your Division offer a Linked-In group during 2013?

No

30. If your Division offered a Linked-In group during 2013, approximately how many people have joined it?

No Response

31. Did your Division provide a job posting service during 2013?

Yes, we post job opportunities on our website

32. If your Division provided a job posting service in 2013, who was permitted to post the job announcements?

The Employment Chair only

33. Did your Division charge a fee to employers for posting a job opportunity during 2013? If so, how much?

No

34. Did your Division publish a Newsletter or Bulletin in 2013?

Yes, both print and web-based

35. If your Division published a Newsletter or Bulletin in 2013, how many issues were published?

Four

36. Did your Division produce any other type of publication during 2013? If yes, please describe type, frequency, medium of publication and intended audience.

No

37. What technologies does your Division currently use or plan to adopt within the next year for communication and/or unit business?

	Currently use, hosted by SLA	Currently use, hosted elsewhere	Expect to add in 2014
Discussion list/listserv/chat software	X		
Blog			
Division Website	X		
Facebook			
Linked In			
Twitter			
You Tube			
Web conferencing (e.g., GoToMeeting, WebEx, etc.)		X	
Wiki			
Second Life			
Survey Monkey			
Comments:			

38. Is your Division exploring any other technologies to support Division activities?

No

39. Do you have any additional comments on communications and services beyond your answers to the questions above?

No Response

40. How many programs was your Division able to sponsor or co-sponsor at the 2013 Annual Conference? Please indicate the number of each type of event:

	None	One	Two	Three	Four	Five	More than Five
Networking events		X					
Topical programs, round tables, or contributed papers				X			
Board and Business meetings (including for sections)				X			
CE courses	X						
Tours	X						
Vendor presentations		X					
Other (please describe):							

41. Overall, is this more or fewer Conference programs than 2012?

Fewer programs

42. Does your Division have any subunits, such as sections or networking groups?

Yes (please list): - Medical Section Natural History Caucus

43. How many programs did your Division offer outside of the Annual Conference during 2013?

	None	One	Two	Three	Four	Five	More than Five
In person							
Virtual		X					

Comments (please describe your non-Conference programs): co-sponsored Pharma's fall meeting

44. If you offered one or more webinars in 2013, did you limit attendance to just Division members?

Not Applicable - we did not offer any webinars

45. If you offered 1 or more webinars in 2013, did you charge a fee? If so, how much?

No Response

46. Did your Division follow up with non-member attendees at webinars to invite them to join your Division?

No Response

47. Did you collaborate with any other SLA units, vendors or non-SLA groups on the programming your Division offered outside of Annual Conference during 2013?

Yes (please list) - Pharma

48. Did your Division follow up with non-member attendees at collaborative events to invite them to join your Division?

No

49. What, if any, additional support could the SLA Board or Staff provide to help you present non-Conference programming?

SLA units are highly silo'd. It would be great to have greater horizontal integration throughout SLA.

50. Did your Division track attendance of its members at Annual Conference and non-Conference programs during 2013?

Yes

51. Using your best estimation, what percentage of your Division members attended at least one Division meeting or program in 2013?

26-50%

52. Using your best estimation, has attendance at your Division's meetings and programs increased or decreased from last year (2012)?

Decreased

53. Do you have any additional comments about meetings or programs, and member attendance?

Costs. Perceived lack of value in attending SLA events.

54. Does your Division have a budget?

Yes

55. Does your Division maintain a reserve (savings) account in SLA's Pooled Fund?

Yes, we participate in SLA's Pooled Fund

56. Does your Division have enough money available to support at least one topical program (i.e., other than your Annual Business Meeting) at Annual Conference?

Yes

57. Does your Division have an investment policy?

No

58. Does your Division have an expense reimbursement policy?

Yes (please describe) - Tied to travel reimbursement for elected officers

59. How frequently does your Division Treasurer report on Division financial matters to your Board?

Other (please specify) - Twice each year.

60. Do you have any additional comments on budget or finance issues?

No Response

61. How did your Division organize its fundraising/sponsorship efforts in 2013?

Committee of three or more people

62. Did your Division raise funds during 2013 for activities or projects that took place outside of Annual Conference?

No

63. Considering support from business partners, earnings from fee-based programming, your allotment, and any other sources of income available, was your Division able to break even on overall Division expenses this year?

Yes, we are ending 2013 with about the same amount of money we had in December 2012

64. How frequently did your Division's Executive Committee meet during 2013 (in person, by phone or online)?

As needed

65. How frequently did your Division's full Board meet during 2013 (in person, by phone or online)?

Other (please describe) - the full board did not meet outside of the Annual Meeting

66. Where does your Division store your paper Archives?

Please describe location: - University of Wisconsin, Madison

67. Where does your Division store its digital Archives?

We don't have any digital archives

68. If your Division stores your archives in a location not provided by SLA, is there a signed archives agreement?

No

69. Does your Division have a Policy and Procedures Manual? If so, when was it last updated?

Yes, last updated in (year): - Reveiwed annually at the Annual Meeting

70. When was the last time your Division updated its Scope Note? (A scope note describes the subject interests of the Division. Scope notes are concisely stated in one to two sentences.)

More than 5 years ago

71. Do you think your Division's scope note is in need of update now? If so, why?

No, our scope note doesn't need updating

72. Does your Division have a Strategic Plan? If so, when was it last revised?

No

73. If your Division has a strategic plan, does the Board refer to it from time to time, to measure your progress and keep on track?

No Response

74. Did your Division communicate or liaise with other (non-SLA) information-related groups during 2013?

Yes (please list or describe): - MLA

75. What are you proudest of your Division for accomplishing in 2013? Please describe up to 3 things:

Our Student Awardees that have consistently become involved in the division and SLA--every student awardee for (at least) the past five years has accepted an officer position in the division; our newsletter; and our web site

76. What do you think are the greatest threats to your Division's success in the next year? Please describe up to 3 things:

Increased fragmentation of SLA; complicated SLA processes for merging divisions (we serious discussed merging with Pharma but there were to many hoops to jump through - a fact SLA seemed proud off).

77. Is there anything the SLA Board or Staff could do to help support your Division that you haven't mentioned previously in this survey?

Streamline operational processes for divisions.

78. Please use this space to comment on anything you think we should hear about, but that is not covered elsewhere in this survey.

No Response
