2008 Annual Report
ARLIS/NA Education Liaison

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Job Description
The Education Liaison provides a conduit for communication between the Board and the Professional Development Committee (PDC). The Education Sub-committee and Mentoring Sub-committee fall within the PDC’s administrative structure. In addition, the Education Liaison works with the Summer Educational Institute Advisory Committee and Summer Educational Institute Implementation Team.

Meetings Attended
- 2008 Denver pre-conference Executive Board Meeting (May 2)
- 2008 Denver post-conference Executive Board Meeting (May 5)
- 2008 ARLIS/DC-MD-VA Chapter meeting, Baltimore, Maryland (July 11)
- 2008 New York mid-year Executive Board Meeting (October 2-3)
- 2008 ARLIS/NA Southeast Chapter annual meeting, Sarasota, Florida (November 6-7)
- 2008 ARLIS/NA Texas-Mexico Chapter annual meeting, Guadalajara, Mexico (Nov. 30-Dec. 3)

Executive Board Activities
- Participated in regular Board meetings and discussions via e-mail and telephone.
- Spoke at Denver First Timers meeting.
- Spoke at Denver Leadership Breakfast.
- Authored section for the Chapter Success Book regarding chapter tax status vis-à-vis ARLIS/NA.
- Ensured that IRS document regarding Chapters was posted on the ARLIS/NA Web site (.../organization/admindocs/admindocs_index.html) and in the Chapter Success Book Finance Section 5.4.4.
- Forwarded Summer Educational Institute materials to the ARLIS/NA archive at the University of Illinois at Urbana-Champaign.

Committee Activities
- Professional Development Committee (Tom Caswell, Chair)
  - Attended committee meeting at the Denver conference.
  - Worked with Tom Caswell on to ensure that the administrative restructuring of the PDC to include a Mentorship Sub-committee and Education Subcommittee was reflected on the ARLIS/NA Web site.
  - Provided feedback about Education Sub-committee members’ survey.
  - SEI Implementation Team (Alix Reiskind, Co-Chair)
  - Attended team meeting at the Denver conference.
  - Communicated with Reiskind regarding SEI Implementation Team matters.
- SEI Advisory Group (Sherman Clark, Chair)
  - Communicated with Clarke regarding selection of 2010 SEI venue.
Chapter Activities

- **DC-MD-VA Chapter**
  - Attended the Chapter’s informal gathering at the Denver conference.
  - Attended Chapter meeting in Baltimore, Maryland (July 11)

- **Southeast Chapter**
  - Attended Chapter meeting at the Denver conference.
  - Submitted column for inclusion in the summer 2008 issue of the Chapter’s online newsletter *ARTifacts*.
  - Attended Chapter annual meeting in Sarasota, Florida (November 6-7)

- **Texas-Mexico Chapter**
  - Submitted column for inclusion in the spring 2008 issue of the Chapter’s online newsletter *The Medium*.
  - Attended Chapter annual meeting in Guadalajara, Mexico (Nov. 30-Dec. 3)