I. September 21, 2021
II. Past President
III. Susannah Cleveland
IV. BAR: approval of chapter grant criteria
V. Brief Summary of Activities

At long last, I am sharing a draft of a guide for committee chairs (see separate file). As noted in its introduction, its purpose is to help new committee chairs to understand the activities they will undertake. This is intended as guidance, not policy, and it should not supersede anything already outlined in the Administrative Handbook or the committees’ handbooks. Much of this—particularly in regard to recruitment—will change once we have recommendations from the Committee Recruitment Task Force, but I hope it will be useful to committee chairs finishing their terms in 2022 and for new chairs beginning their terms then. Of course, edits, updates, and feedback are most welcome.

Following up on our discussion of chapter grants earlier in the summer, I have drafted some tentative criteria below. These include preferences already stated on the chapter grant page and some others that could solidify expectations.

Proposed New Criteria

Chapter Grant proposals must:

- advance and/or support goals of the MLA Strategic Plan
- potentially benefit members from any institution in the chapter
- potentially benefit multiple institutions in the chapter
- originate within the chapter and be submitted by chapter leadership

Preference is given to projects that help chapters form connections with other organizations (such as workshops or presentations). Joint proposals from two or more chapters are welcome, but collaboration is not a requirement.

It continues to be an honor to serve MLA in this capacity.

Respectfully submitted,

Susannah Cleveland