

# NASIG Newsletter

Vol. 27, no. 1

March 2012

eISSN 1542-3417

## Committee Reports

### 2011/2012 Evaluation & Assessment Committee Annual Report

Submitted by: Smita Joshipura

#### Members:

Smita Joshipura, chair (Arizona State University)  
Barbara McArthur, vice-chair (Texas Tech University)  
Sarah (Sally) Glasser, member (Hofstra University)  
Maria Hatfield, member (WT COX Subscriptions)  
Janice Lindquist, member (Rice University)  
Jennifer Leffler, member (University of Northern  
Colorado)  
Virginia Rumph, member (Butler University)  
Christina Torbert, member (University of Mississippi)  
Clint Chamberlain, board liaison (University of Texas,  
Arlington)

#### Completed Activities

In early spring, a request was received from the Board to create a survey for the vendors to find out how valuable NASIG is, and how the conference could be a more valuable experience for them. Another request came from the Membership Development Committee to create a short survey aimed at membership retention. Both the requests were responded in a timely manner.

The Committee began survey preparations in the spring in consultation with the Program Planning Committee and the Board. The survey was created with the SurveyMonkey tool.

The conference evaluations were available online a week prior to the conference. A PDF copy was made available for those who preferred to have a print copy for referral. Reminders were sent out prior to the conference and after the conference to encourage participation. As an incentive to participate, a free conference registration was awarded by a random drawing and the winner was announced in the NASIG Newsletter, and on the NASIG Facebook page. The confidential report of the conference evaluation results was sent to the Executive Board in August. An abridged version of the report was submitted for publication in the NASIG Newsletter at the same time.

The Committee received seventeen requests for individual conference evaluation results which were sent out in July and August.

The Committee held a meeting during the Conference. Most of the members were able to attend, including two future members. The minutes of the meeting were sent to NASIG's archivist.

Sarah (Sally) Glasser accepted the position of Web Liaison, and an appointment to the position of Vice-Chair in 2012.

The committee's procedures manual was revised and updated and posted on the NASIG website.