2016 Committee Reports/Updates

Awards and Recognition Committee
Submitted by: Megan Kilb

Members

Megan Kilb, chair (UNC-Chapel Hill)
Mary Bailey, vice-chair (Kansas State University)
Lori Duggan, member (Indiana University)
Tim Hagan, member (Northwestern University)
Tiffany Le Maistre, member (Nevada State College)
Elaine McCracken, member (University of California)
Karen Ross, member (ProQuest)
Delphia Williams, member (California State University, Northridge)
Joe Hinger, Mexican Student award liaison (St. John’s University)
Anna Creech, board liaison (University of Richmond)

Continuing Activities

- Chair and vice-chair are placing orders for the recognition items to distribute at the conference.
- Chair is adapting the committee’s master calendar to include more details, particularly about the award winner selection process and coordinating travel arrangements, and to serve as the committee manual.
- Chair is gathering essays from this year’s award winners’ applicant packets to send to the NASIG newsletter editors as necessary and the archivist.

Completed Activities

- Committee members reviewed 42 applications for twelve awards, ranked applicants for each award, and selected award winners. See the NASIG blog for a full list of the award winners: https://nasig.wordpress.com/2016/04/08/3479/.
- Chair sent award winner information to CMC for publicity.
- Chair and vice-chair communicated with Non-Profit Help and Conference Planning to facilitate travel arrangements for the award winners.

Budget

None

Statistical Information

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Questions for Board

The applicant packets are quite lengthy, specifically the applicant questionnaires. Would it be possible to review and streamline these questionnaires for the 2017 awards cycle? Possible edits:

- Instead of asking each applicant to list their work history and/or a list of relevant coursework for the student awards in the application, ask applicants to simply attach a current CV or resume.
- Rather than asking multiple short-essay questions, ask the applicants to write one essay that would touch on the issues listed separately in the current application packets (i.e. an essay on the conference theme that includes how it relates to an applicant’s professional goals and objectives and the benefits (s)he might expect to receive from attending the NASIG conference.)

Submitted on: May 3, 2016

Bylaws Committee
Submitted by: Tessa Minchew

Members

Tessa Minchew, chair (North Carolina State University)
Kate Seago, vice chair (University of Kentucky)
Valerie Bross, member (University of California, Los Angeles)
Sofia Slutskaya, member (Georgia Perimeter College)
Adolfo Tarango, member (University of California, San Diego)
Laurie Kaplan, board liaison (ProQuest)

Continuing Activities

Bylaws changes have been presented to the membership for a thirty day discussion period and simultaneously running ballot that will close on May 23, 2016, twelve days after the end of the discussion period. As of the completion of this report, discussion has been procedural in nature, so the committee assumes that the bylaws changes themselves are not contentious. If the bylaws changes are accepted, the committee will draw up a final version of the bylaws, post them on the website, and deposit a copy of the previous and current bylaws with the archivist. In addition, the committee will be wrapping up updates to its working calendar and committee manual.

Completed Activities

In the past year, the committee has conducted a thorough review of the bylaws and proposed a number of revisions to accompany changes requested by the Executive Board. (The addition of a petition process, removing references to the now defunct corresponding membership category, and clarifying the rights of organizational members.) The committee has also reviewed and updated its webpage and internal documentation, excepting the committee manual and working calendar, updates to which will be completed before the annual conference.

Budget

$100.00

Questions for Board

None

Submitted on: May 3, 2016
Communications and Marketing Committee  
Submitted by: David Macaulay and Julia Proctor

Members

Paoshan Yue, co-chair (University of Nevada, Reno)  
David Macaulay, co-chair (University of Wyoming)  
Julia Proctor, co-chair [Listmanager]
Jennifer Arnold, vice co-chair (Central Piedmont Community College) [Webspinner] - from Jan. 29, 2016
Jessica Ireland, vice co-chair (Radford University)  
[Listmanager]
Leigh Ann DePope, publicist (University of Maryland College Park)
Beth Ashmore, SERIALST Manager (Samford University Library)
Chris Bulock, member (California State University Northridge)
Steve Fallon, member (De Gruyter)
Smita Joshipura, member (Arizona State University)
Chris Burris, board liaison (Wake Forest University)

Continuing Activities

- Committee members are rotating on regular duties (blog, jobs blog, spam filter and SERIALST monitoring). SERIALST monitoring became a new monthly duty in July 2015. A CMC member serves as a SERIALST co-monitor to assist with approving messages.
- Committee is facilitating promotion of the annual conference.
- Non-member registrants for the NASIG Annual Conference are being added to NASIG-L weekly. About a month after the conference, CMC will check these lists against the Member Directory and remove folks who are still non-members.
- Publicist consults with and sends announcements from committee chairs or the board as requested to external lists.
- Publicist schedules tweets and retweets of items of interest, including events (with repeated reminders of deadlines), availability of presentations, proceedings, etc.; advertises the Jobs Blog; and scans the Newsletter for individual items to highlight; posts items of interest to Facebook and/or LinkedIn.
- SERIALST Manager approves posts, collects posts for weekly commercial digest, and assists list members with subscription issues.

Completed Activities

Web

- Conducted web training for new chairs via webinar on June 22, 2015. The webinar recording was shared with all committee chairs after the training.
- Updated committee pages, member center group spaces, and web permissions for new members.
- Removed the 2013 and 2014 conference attendee lists and uploaded the 2015 list.
- Archived the 2015 Conference Website.
- Uploaded the Core Competencies for Print Serials Management to the website and submitted it to the ALA website, where it is now listed at http://www.ala.org/tools/atoz/library-competencies.
- Added the new tagline to social media descriptions (FB, Twitter, LinkedIn, SlideShare).
- Worked with DD & AMO to update the membership application form to include an option for one-year free membership for library school students. Updated the membership benefits webpage.
- Updated web pages and uploaded new documents upon request, including the Membership Benefits page to include new organizational membership information. Created a new “For Members” page and moved relevant information from the Membership Benefits page; added “quick links” to these pages on the site home page.
- Assisted CEC in promotion of webinars.
- Assisted in 2016 board elections.
- Worked with the Newsletter editor, BEPress, and AMO to add a search facility to the Newsletter page on nasig.org
• Worked with AMO to implement a Google Site Search to include more site content (such as committee public pages, the blogs, and the newsletter) in the main nasig.org site search.

Listserv
• Updated all committee listservs and forwarding email addresses for 2015/16 in June 2015.
• Non-member conference attendees were removed from NASIG-L by July 30.
• Renamed the committee listservs from @list.nasig.org to @internal.nasig.org on July 29, 2015.
• Adjusted the list settings for NASIG-L so that the “from” field is rewritten to be the list address rather than the actual email address of the poster.
• All committee listservs and forwarding email addresses were updated for 2015/16 in June.
• Non-member 2015 conference attendees were removed from NASIG-L by July 30.

Miscellaneous
• Completed work on getting the new NASIG logo up on the website, social media sites and blogs, and the Newsletter.
• Uploaded 29 conference presentations to SlideShare.
• Uploaded videos of 2015 Conference Vision Speakers to NASIG YouTube channel.
• Continued looking at the existing wiki to identify outdated information needing updates.
• Worked with Bylaws Committee to conduct the vote on revisions to Bylaws (closes May 23, 2016).

Budget

An additional amount of $100/year has been requested to implement the ad-free Google Site Search service on the nasig.org site.

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Contracted services               $0.00
Bee.Net ($500 per month – email and listservs)   $6,000.00
ArcStone (NASIG website and association management - $300 per month + contingency amount of $1450 for 10 hours of programming if needed) $5,050.00
SERIALST maintenance              $10,000.00
Survey Monkey (online surveys)     $204.00
SlideShare Pro (conference presentations) $114.00
UKSG Newsletter                    $750.00
Contingency                        $882.00
TOTAL                               $23,000.00

Statistical Information

NASIG-L
NASIG has 26 listservs.
NASIG has 27 active @nasig.org email addresses.
As of April 21st 2016, there are 917 subscribed members to NASIG-L and 62 unsubscribed members.

SERIALST
SERIALST has 2406 subscribers (as of 04/21/2016)
1118 messages sent to SERIALIST subscribers from May 2015-April 21, 2016

SlideShare

Views
April 2015-March 2016 – 34,417
Total (since April 2012) – 157,271

Top Content April 2015-March 2016 (views)
1) The impact of reorganization on staff: using the core competencies as a framework for staff training and development (1342)
2) Wrangling metadata from hathi trust and pubmed to provide full text linking to the cornell veterinarian (1231)
3) Why the Internet is more attractive than the library (901)
4) Scholarly video journals to increase productivity in research and education (888)
5) Managing discovery and linking services (804)

**Blog stats**
(April 2015-March 2016)
NASIG Blog visits - 7789
Jobs Blog visits – 17,291

**Website**

**Website Visits (Google Analytics)**
(April 2015-March 2016)

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**Top Ten Pages (Google Analytics)**
April 2015-March 2016

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Twitter

@NASIG has 604 followers as of April 20, 2016.

Submitted on 4/29/16

Conference Proceedings Editors
Submitted by: Angela Dresselhaus

Members

Angela Dresselhaus, production editor (East Carolina University)
Leigh Ann DePope, production assistant (University of Maryland)
Lila A. Ohler, editor (University of Maryland)
Kristen Wilson, editor (North Carolina State University)
Maria Collins, board liaison (North Carolina State University)

Continuing Activities

2016 Proceedings:
• Collecting License to Publish Forms from presenters
• Updating Proceedings report template

Completed Activities

2016 Proceedings:
• Setup Google Drive for 2016 Proceedings
• Sent out a call for Proceedings volunteers
• Reviewed PPC MOU agreements
• Filled open position on Proceedings Committee
• Reviewed Recorder applications, made session assignments, and notified applicants of their status

2015 Proceedings:
• Recruited recorders and provided an orientation at the Speaker’s Breakfast
• Developed a report template for recorders and presenters
• Set up Dropbox as a collaborative sharing space to facilitate paper editing
• Set up production deadlines with T&F

• Papers were received, editors assigned, editing completed
• Worked with authors to improve quality of papers
• Compiled/Wrote front and Back Matter
• All materials uploaded into CATS.
• Developed a proposal to be reviewed by the board. Proposal created a committee by adding two new positions to manage administrative aspects.
• Clarified T&F paper requirements to improve the workflow for the 2016 Proceedings
• Worked with T&F production manager to finalize issue. Online issue should be available in early May.

Budget

Olympus WS-823 Voice Recorders with 8 GB Built-In-Memory (cost $120) were purchased and received.

Submitted on: April 27, 2016

Continuing Education Committee
Submitted by: Esta Tovstiadi & Kevin Balster

Members

Esta Tovstiadi, chair (University of Colorado Boulder)
Kevin Balster, vice-chair (University of California Los Angeles)
Janet Arcand, member (Iowa State University)
Adele Fitzgerald, member (St. Joseph's College New York)
Mandy Hurt, member (Duke University Libraries)
Rachel Lundberg, member (Duke University Libraries)
Catherine Nelson, member (University of California, Santa Barbara)
Jane Skoric, member (Harvard University)
Xiaoyan Song, member (North Carolina State University)
Shoko Tokoro, member (University of North Carolina at Charlotte)
Wendy Robertson, board liaison (University of Iowa)

Continuing Activities

• Revising the Committee Handbook
• Hosting a May webinar
• Hosting a joint webinar with NISO in August
• Investigating WebEx as a platform for interactive continuing education activities
• Contacting NASIGuides authors to request addition of Creative Commons license to NASIGuides

Completed Activities

• Created a Google Drive to store in-progress committee documents
• Hosted a webinar in February
• Re-organized the governing structure of the committee to include two co-chairs and two vice-chairs
• Revised webinar planning and hosting procedures
• Investigated and recommended Creative Commons license for NASIG continuing education materials
• Revised the Core Competencies for Electronic Resources Librarians
• Revised the Core Competencies for Print Serials Management
• Recommended NASIG member rates on webinars for NISO members

Completed Activities

This fall co-chair Kathryn Wesley has completed the following items:
• Added award winners that get free memberships to the database and sent welcome message.
• Added 2015 vision speakers to the database and sent welcome message.
• Worked with chair of CMC to set up trial free student membership dues types.
• Changed all-timers memberships to permanent. Examined various ways to handle this, and decided just to extend ‘paid through date’ 50 years to avoid confusion with existing lifetime membership type (one-time $1000 payment).
• Identified for Membership Development active members who are retirees, and recent retirees who did not renew memberships

Continuing Activities

We continue to run monthly reports to ensure that all members are renewing, new members are welcomed, and non-renewed members are deactivated. We also continue to update procedures in the D&D manual as changes occur and to make procedures easier to follow.

Completed Activities

This Spring dues types for 2016 were created and 2015 dues types were deactivated in early January. We worked to delete member records with a paid through date of 2010 or before. The Board agreed that records that have not been renewed after 5 years should be deleted in general. I will get this written into the D&D manual so that it can be completed each year and the database will not be as clogged as it once was. Additionally we worked on eliminating old unpaid invoices from member records. Being proactive about this will ensure that members are renewing for the current year and that their membership expiration dates are current. This will also help around the time of the annual conference when many lapsed members try to renew/register for conference.

Database & Directory Committee
Submitted by: Christine Radcliff

Members

Christine Radcliff, chair (Texas A&M University-Kingsville)
Kathryn Wesley, vice-chair (Clemson University)
Rebecca Culbertson, member (University of California, San Diego)
Stephanie Spratt, member (University of Colorado at Colorado Springs)
Elizabeth Jones, member (University of Oklahoma Health Sciences Center)
Beverly Geckle, board liaison (Middle Tennessee State University)
Budget

No Expenses anticipated for the coming period

Statistical Information

Current active membership as of April 27, 2016 is 947 members.

Submitted on: April 27, 2016

Evaluation and Assessment Committee
Submitted by: Derek Marshall

Members

Derek Marshall, chair (Mississippi State University)
Melody Dale, vice-chair (Mississippi State University)
Clint Chamberlain, member (Dallas County Community College)
Deberah England, member (Wright State University)
Michael Fernandez, member (University of Mary Washington)
Kathryn Johns-Masten, member (SUNY Oswego)
Trina Nolen, member (Lamar University)
Steve Oberg, board liaison (Wheaton College)

Continuing Activities

The Chair is in communication with the Program Planning Committee (PPC) and Conference Planning Committee (CPC) chairs about the conference evaluation.

Completed Activities

The Chair contacted the Board Liaison to determine that a $50 Amazon gift card will be the evaluation survey drawing prize.

Submitted on: March 31, 2016

Membership Development Committee
Annual Report
Submitted by Trina Holloway

Members

Trina Holloway, chair (Georgia State University)
Rachel Erb, vice-chair (Colorado State University)
Elizabeth McDonald, member (University of Memphis)
Stephanie Bernard, member (Robert Woodruff Library-AUC)
Alejandra Nann, member (University of San Diego)
Denise Novak, member (Carnegie Mellon University)
Alice Rhoades, member (Rice University)
Laurie Kaplan, board liaison (ProQuest)

Continuing Activities

- New members welcome letter/non-renewals reminder letter. Email is sent monthly to new members who joined NASIG or members who have not renewed membership.
- Suggested improvement to website in reference to membership.

Completed Activities

- Drafted publicity statement announcing Free Student Membership (Board approved publicity statement) – posted to NASIG’s website.
• Created a flyer advertising the conference to local libraries in Albuquerque, New Mexico – sent via email to directors/management.
• Updated promotional brochure created by 2014/15 committee – posted to NASIG’s website.
• Board approved suggestions for making membership information more visible on website.
• Procedure manual created.

Budget

$100 for conference calls.

Submitted on: May 2, 2016

NASIG Newsletter Annual Report
Submitted by: Kate Moore

Members

Kate Moore, editor-in-chief (Indiana University Southeast)
Sharon Dyas-Correia, profiles editor (University of Toronto Libraries)
Kurt Blythe, columns editor (University of North Carolina - Chapel Hill)
Rachel A. Erb, conference & submissions editor (Colorado State University)
Tina Buck, copy editor (University of Central Florida)
Stephanie Rosenblatt, copy editor (Cerritos College)
Andrew Wesolek, layout editor (Cerritos University)
Nancy Hampton, advertising editor (Xavier University of Louisiana)
Eugenia Beh, board liaison (MIT)

Completed Activities

• Published Issues
  o September 2015
  o December 2015
  o March 2016

Personnel Updates

• Appointments
  o Nancy Hampton joined the editorial board in the newly created advertising editor position after the NASIG Conference in May 2015.
  o Tina Buck joined the editorial board as a copy editor in November 2015.
• Resignations
  o Angie Rathmel resigned from her copy editor position after the May 2015 issue
• Rachel Erb completed a manual for the submissions editor position.
• Updated NASIG logo on the Newsletter masthead, website header, and sidebar.

Budget

None requested

Statistical Information

• 99,121 full-text downloads since the Newsletter was hosted on the bepress platform
• 9,117 full-text downloads for the past year (May 2015 – April 2016)
• 2,743 full-text downloads since last report (January – April 2016)

• Countries with highest referrals since the Newsletter was hosted on the bepress platform:
  India (344); Canada (276); United Kingdom (272); Russian Federation (158); France (153)
• Countries with highest referrals for the past year (May 2015 – April 2016): Canada (20); India (16); United Kingdom (12); Russian Federation (6)

Rachel Erb is stepping down as submissions editor with the end of the May 2016 issue. Two calls for applications for this position have been sent out. The deadline for response has been extended to May 13th.
Questions for Board

None

Submitted on: May 3, 2016

Nominations & Elections Committee
Submitted by: Maria Hatfield

Members

Maria Hatfield, chair (WT Cox)
Patrick Carr, vice-chair (University of Connecticut)
Todd Enoch, member (University of North Texas)
Emily Farrell, member (De Gruyter)
Marcella Lesher, member (St. Mary’s University)
Erika Ripley, member (University of North Carolina at Chapel Hill)
Marsha Seamans, member (University of Kentucky)
Steve Oberg, board liaison (Wheaton College)

Continuing Activities

Committee manual is under review for any necessary revisions.

Completed Activities

2015/2016 election was conducted according to the timetable approved by the Board. Election results were announced to the NASIG membership on March 17, 2016.

Budget

$100 for conference calls

Statistical Information

The call for nominees was announced to membership on October 6, 2015 with a November 2, 2015 deadline.

The following number of nominations was received:
- 8 for Vice-President/President-Elect
- 20 for three Member-At-Large positions

Call for petition candidates was announced to membership on February 9, 2016 and no petition candidates were submitted by the February 26, 2016 deadline.

The final slate consisted of the following number of candidates:
- 2 for Vice-President/President-Elect
- 7 for three Member-At-Large positions

No challenges to the election results were received.

Submitted on: May 3, 2016

NASIG Site Selection Committee
Submitted by: Carol Ann Borchert

Members

Carol Ann Borchert (University of South Florida)
Anna Creech (University of Richmond)
Anne McKee (Greater Western Library Alliance)

Continuing Activities

The committee held a conference call to discuss the idea of rotating the conference among 3-5 sites. Anne McKee will be drafting an RFP for sites by Tuesday, June 21, to send to sites in the eastern US, the midwest, the west coast, and a few sites in Canada. As the Board has discussed, rotating sites among a few cities will ease the burden on CPC, which currently must develop a relationship with each hotel from scratch every year. This may also encourage the hotels to provide additional concessions if we are going to be repeat customers.

Sites were selected based on proximity of airports, past conference experience, and other factors. One site in North Carolina was discussed, but due to recent legislation unfriendly to the LGBT community, we decided not to add that to the list. Once the committee approves the final RFP, Anne will send that to the three sites in each region. At that point, the committee will select sites to visit to further narrow down the pool.
Completed Activities

None.

Budget

The budget for the 2015 calendar year was $2,000 and we have spent $1,024.79.

Submitted on: May 6, 2016

Student Outreach Committee
Submitted by: Shannon Regan

Members

Shannon Regan, chair (New York Public Library)
Melissa Johnson, vice-chair (Georgia Regents University, soon to be Augusta University)
Katy DiVittorio, member (University of Colorado, Denver)
Christina Geuthier, member (Kansas State University)
Beth Guay, member (University of Maryland, College Park)
Hayley Moreno, member (University of Houston)
Maria Collins, board liaison (North Carolina State University)

Continuing Activities

The committee continues to explore ways to reach students in new and informative ways. SOC is currently collaborating with Continuing Education to create a webinar and potentially a webinar program, for our library school ambassadors to use and reference and as an introduction to NASIG for students. It may also serve as a standalone webinar for student members. We are soliciting feedback from current library school ambassadors to get a better idea of what content will be most useful for a recorded webinar for ambassadors to reference.

SOC continues to pursue the idea of introducing Student Snapshot Sessions at the 2017 Annual Conference in Indianapolis, IN. We plan to meet briefly with Conference Planning Committee, Program Planning Committee, and Awards and Recognition to solidify a timeline to implement the student snapshot sessions at the 2017 Annual Conference.

Completed Activities

SOC collaborated via listserv to provide a list of recommended survey questions to the Board to query the new student members. SOC also recommends offering a $50 Gift Card incentive for students to participate in the student member survey.

Budget

The committee requests $50 to print, distribute, and share pamphlets regarding NASIG with library schools, and about the Student Outreach Ambassador program at the annual conference.

Recommendations to Board

- Input regarding one question: With whom should we collaborate about sponsoring potential student speakers for the student snapshot sessions?
- $50 Gift Card incentive for students to participate in the student member survey.
- Create a student members list for contacting NASIG student members about student specific items.

Submitted on: April 20, 2016

Financial Planning Task Force
Submitted by: Peter Whiting

Members

Peter Whiting, chair (University of Southern Indiana), 15/16
Virginia Bacon, member (Duke University), 15/16
Susan Davis, member (State University of New York, Buffalo), 15/16
Rob Van Rennes, member (University of Iowa), 15/16
Olaitan Fakinlede, member (Springer Nature), 15/16
Continuing Activities

The task force continues to review NASIG financial information and membership numbers from 2005 to current year. At the March 1st, 2016 conference call Carol Ann Borchert explained that the goal of the task force is a report that has projections with action plans – what the committee would do this action and what would happen in the future.

Action Plan Ideas:
- Outsource possibilities
- Rubric for a nonprofit
- Donations
- Revenue streams
- Membership dues
- Market NASIG
- Sponsorship

Completed Activities

The task force had a conference call on November 18, 2015 and March 1, 2016.

Budget

Expenses for conference calls.

Submitted on: May 1, 2016

Scholarly Communications
Core Competencies Task Force
Submitted by: Andrew Wesolek

Members

Andrew Wesolek, chair (Clemson University)
Sara Bahmaier, member (University of Michigan)
Angela Dresselhaus, member (East Carolina University)
Julie Fielding, member (University of Michigan)
Char Simser, member (Kansas State University)
Sarah Sutton, member (Emporia State University)
William Joseph Thomas, member (East Carolina University)
Jason Boczar, member (University of South Florida Libraries)
Wendy Robertson, board liaison (University of Iowa)

Continuing Activities

The task force met virtually several times to identify and evaluate core competencies present in our collection of position announcements and descriptions. We have also started the work of conceptually organizing the report. Finally, we developed a timetable, under which, we expect to begin drafting the report presently, completing a draft this fall.

Completed Activities

- Completed solicitation of job advertisements from various email lists
- Completed review of continuing education opportunities related to scholarly communication

Budget

$0

Submitted on: May 2, 2016

Beverly Geckle, ex officio (Middle Tennessee State University), 15/16
Michael Hanson, board liaison (Sam Houston State University)