Committee Reports/Updates

Archivist Annual Report

Submitted by: Sara Bahnmaier

Members

Sara Bahnmaier, archivist (University of Michigan)
Peter Whiting, archivist-in-training (University of Southern Indiana)
Carla Bywaters, Photo historian (graduate student at San Jose State University)
Zahra Saeedozakerin, Photo historian (Concordia Library and graduate student at McGill)
Kelli Getz, board liaison (University of Houston)

Continuing Activities

The NASIG photo archive is on Yahoo Groups as a private site that was set up in 2010. It contains some documents and clips as well. We tried Flickr for a public photo site before, but we experienced too many irrelevant comments and deleting them from the Flickr site got to be a burden. We will review the Yahoo site and sort out which files to move to a Dropbox account that can be accessed by the publicist and CMC to obtain image files for the website, and which ones to send to the UIUC archive. Dropbox is not an elegant solution but it buys us time to investigate other options: Apple Photo, Lyve, Shoebox, Adobe and Mylio, etc. Some are free; others require a low fee, less than $100. We’ll make a recommendation to the Board but cannot make a budget request at this time.

Sara will be setting up a task calendar by August, assign tasks for moving the photo archives from Yahoo Groups to Dropbox and conduct monthly follow-up with committee members on their tasks and send deadline reminders as appropriate.

Sara is tasked with sending updates on the history timeline to CMC for the website by August 1.

Completed Activities

The previous photo historian stepped down and Anna Creech put forth a call for volunteers and appointed two students to share the position and tasks: Carla Bywaters, San Jose State University and Zahra Saeedozakerin, working at Concordia Library and a graduate student at McGill. Neither of them could get institutional funding to attend the annual meeting but they agreed to collaborate on the photo historian role.

Peter Whiting was appointed as the archivist-in-training to take over when Sara’s term ends in June 2017.

In May, Sara attended a 3 day meeting on personal digital archiving with hands-on workshops to learn about availability of tools and feasibility of converting parts of our paper archive into digital format online so it can be more accessible to the board, committees and members.

Photos of award winners were taken by Deberah England at the conference.
**Budget**

Our deposit account with the Archives at University of Illinois shows $399 balance. This is more than sufficient to take care of the next deposit of papers from 2013-2016. Any additional deposit is at the board’s discretion.

**Questions for Board**

There are banners created for previous annual meetings that are currently stored in Kelli’s office. I believe she said there are four of them with old logos. The archive does not contain artifacts, just documents, but Kelli offered to have photos taken in her library and send them to this committee to be archived. What does the board want to do with the actual banners?

Submitted on: June 24, 2016

**Mentoring Group 2016 Annual Report**

Submitted by Sandy Folsom

**Members**

2015/2016
Simona Tabaracru, chair (Texas A & M University)
Sandy Folsom, vice-chair (Central Michigan University)
Adolfo Tarango (University of British Columbia)
Eugenia Beh, board liaison (Massachusetts Institute of Technology)

2016/2017
Sandy Folsom, chair (Central Michigan University)
Trina Holloway, vice-chair (Georgia State University)
Rachel Lundberg (Duke University)
Adolfo Tarango, board liaison (University of British Columbia)

**Continuing Activities**

The Mentoring Group is working with the Student Outreach Committee on a proposal to create a year-long mentoring program for student members of NASIG. A conference call for members of both groups and board liaisons took place on July 19. A follow-up call is scheduled for mid-September. The Mentoring Group will take the lead on developing mentor/mentee applications for the proposed program. The entire proposal is projected to be submitted to the Executive Board prior to the fall meeting.

**Completed Activities**

The mentoring program proved quite popular at the conference in Albuquerque. The final participation totals were 31 mentees and 27 mentors. Initially, there was a dearth of volunteers to mentor. Some more mentors volunteered after requests were posted to NASIG-L and the NASIG Facebook page and committee members directly asked individuals to volunteer. Also, some of the mentors agreed to work with two mentees.

The First-Timers Reception was well attended. There was a drawing for door prizes, gift cards to Starbucks, Amazon, and Barnes & Nobles. Unfortunately, the room was a bit small. There was access to a patio but most attendees chose not take advantage of it. As a result, the room was quite crowded and noisy. This was mentioned in several of the responses to the mentoring program survey. Overall, the reception seemed to be an enjoyable experience but room size should be a consideration in future conference planning.

After the conference, the mentors and mentees were asked to participate in a survey regarding the mentoring program. The survey was conducted via the NASIG web site. Notifications were e-mailed directly to all participants. A reminder was posted on NASIG-L and the NASIG Facebook page. There were a total of 31 responses, 13 from mentors and 18 from mentees. What follows is a summary of the results.

There were two questions about how the mentoring program was publicized. The vast majority of respondents indicated that they learned about the programs via NASIG-L. When asked if publicity was adequate, most gave an affirmative response.
When asked, “What was your favorite part of the experience?” most responses focused on mentor/mentee interactions. Some examples:

- “Recommended some sessions based on my interests and the nature of my library”
- “Helped me come out of my shell and start networking right away.”
- “Meeting an experienced NASIG member-mentor and being able to touch base throughout the conference, secure in the knowledge that I would be able to ask “newbie” questions if needed!”
- “Learning new things from my mentee.”
- “Meeting with someone who was attending for the first time and being able to answer questions and encourage participation.”

Mentees were asked if the programs was of value to them. Nearly all the responses were positive. Some examples:

- “Yes. My mentor introduced me to a lot of people that I ended up talking to again, later in the conference.”
- “Yes, made me feel welcome and included.”

When asked for suggestions for improving the program, there were a number of comments about deficiencies in the venue for the First-Timers reception:

- “Such a small place that it got too noisy and hard to hear each other.”
- “The initial gathering was a bit awkward, but I think that was partially due to space constraints.”

Several other participants suggested that there be follow-up opportunities later on in conference via another event for mentors/mentees. There were also some suggestions about the mentor/mentee matching process. Some indicated that they didn’t feel that they had much in common with their mentor or mentee and that the experience would have been improved if there were more common interests between them. Others suggested that the matching process occur earlier so there would be more time to communicate.

Finally, all but one of the respondents indicated that they would participate in the program again. There were also a number of positive remarks and thank-yous left in the Other Comments box.

**Budget**

The Mentoring Group did not have its own budget in 2015/2016. The only expenditure was for $100 worth of gift cards that were door prizes at the First-Timers Reception. The gift cards were obtained by the Treasurer via a rewards program from the bank that NASIG uses.

**Recommendations to the Board**

Move forward with the idea of including an option for mentoring participation on the conference registration. This may help alleviate the problem we had this year when there were not enough volunteers to mentor.

When addressing the proposal for the student mentoring program, consider a name for the new program that is unique enough to distinguish it from the current mentoring program. If both names are similar, it will be confusing.

Submitted on: August 5, 2016

**Program Planning Committee Annual Report**

Submitted by: Danielle Williams

**Members**

Danielle Williams, chair (University of Evansville)
Corrie Marsh, co-chair (Stephen F. Austin State University)
Marsha Aucoin (EBSCO)
Lisa Blackwell (Chamberlain College of Nursing)
Sharon Dyas-Correia (University of Toronto)
Rene Erlandson (University of Nebraska, Omaha)
Benjamin Heet (North Carolina State University)
Kittie Henderson (EBSCO)
Violeta Ilik (Northwestern University)
Betty Landesman (University of Baltimore)
Buddy Pennington (University of Missouri, Kansas City)
Anna Creech, Board Liaison (University of Richmond)

We began contacting potential vision speakers August, 2015. We received several suggestions from the board and the committee suggested several vision speakers. Ultimately, with the board’s approval, we asked Heather Joseph from SPARC, Jim O’Donnell from University of Arizona, and T. Scott Plutchak from University of Alabama to speak at the conference.

Call for proposals was open from October 1 to December 15, 2015. There were 32 concurrent sessions with 65 speakers participating in sessions. One session had to be cancelled due to speakers’ inability to attend, and one session required the use of Skype to conduct their session. The Skype session went very well and I recommend Skype as an alternative for future sessions when speakers cannot attend.

The use of Proposal Space to collect and review proposals made the process much more streamlined. The committee seemed to appreciate the ease of use and committee chairs greatly appreciated the ease of use.

The committee also used Sched to create the conference schedule. The cost is minimal and the benefits are enormous. Conference attendees can easily identify what sessions they wish to attend and the program sends an email each day of the conference alerting attendees to the sessions they are scheduled to attend. In addition, the Conference Planning Committee encouraged attendees to use Sched in lieu of providing printed schedules for attendees. The CPC should continue to encourage attendees to use Sched or to print their own copies of the schedule instead of providing printed copies of the schedule.

There were limited submissions for Great Ideas Showcase and Snapshot Sessions. Four speakers submitted proposals for the Snapshot session, but one speaker did not show up at the session. There were six submissions for Great Ideas Showcases, which were well attended.

There were four pre-conference workshops presented and were well-attended. Eleanor Cook, Maria Collin, Shana McDanold, Terry Reese, Marlene Van Ballegooie, Kristen Wilson, Sheri Meares, Corrie Marsh and Dylan Wackerman presented five sessions. Shana McDanold and Terry Reese’s workshops on MARCEdit were very popular and I recommend offering additional cataloging and MARCEdit workshops at future conferences. The pre-conferences were held on Wednesday morning, Wednesday afternoon, and Thursday morning. I recommend that pre-conferences be held on Wednesday afternoon and Thursday morning.

Archives Task Force Annual Report

Submitted by: Sara Bahnmaier

Members

Sara Bahnmaier, Co-chair (University of Michigan)
Peter Whiting, Co-chair (University of Southern Indiana)
Eleanor Cook, member (East Carolina University)
Jeannie Castro, member (University of Houston)
Carol Ann Borchert, board liaison (University of South Florida)

Continuing Activities

We are in the process of obtaining an access copy from the NASIG Archive of a recorded video from the 25th anniversary celebration in 2009.

We are gathering updates to NASIG history from 2012-2016 including the 30th Anniversary Celebration, which will be written for the website.

We are investigating the requirements and scope of undertaking a digitization project to create a NASIG online archive. The committee is charged with writing a
report on moving the Archive and making it more accessible to members.

**Completed Activities**

CMC set up a mail list at archives-tf@internal.nasig.org
The first conference call was held on April 8, 2016.
Carol Ann met with Sara at the annual meeting in Albuquerque and recommended appointing Peter Whiting as Co-Chair.

**Budget**

Conference calls ($0)

Co-chairs will travel to the archive at University of Illinois Urbana-Champaign on a week day when the Archive is open and the Archivist is available for an appointment. No date is set yet. The requested budget includes mileage for personal autos, lodgings and meals. ($820)

Submitted on: June 24, 2016