

Committee Annual Reports and Updates

Conference Planning Committee Annual Report

Submitted by: Karen Spence and Sonali Sugrim

Members

Karen Spence, co-chair (University of Washington)
Sonali Sugrim, co-chair (Columbia University)
Christina Nguyen, member (University of Toronto – Mississauga)
Mary Ann Jones, member (Kennesaw State University)
Jamie Carlstone, member (Northwestern University)
Anna Creech, member (University of Richmond)
Steve Shadle, member (University of Washington)
Ian Scofield, member (Oregon State University)
Steve Kelley, member (Wake Forest University)
Jennifer Leffler, member (University of Northern Colorado)
Karen Davidson, member (Mississippi State University)
Emily Semenov, member (University of Colorado)
Rachelle McLain, member (Montana State University)
Christian Burris, board liaison (Wake Forest University)
Jacque Brellenthin, conference coordinator (Library of Congress)
Maria Aghazarian, registrar (Swarthmore)

Continuing Activities, placing emphasis on any activities supporting the 2017-2021 [Strategic Plan](#)

There are no continuing activities.

Completed Activities, placing emphasis on any activities supporting the 2017-2021 [Strategic Plan](#)

The 2024 NASIG Conference Planning Committee (CPC) met monthly from September through May and worked closely with the Conference Coordinator, many NASIG committees, and the Board to plan and implement the 39th Annual Conference, which took place in person in Spokane, WA.

The group assisted with the registration (online and onsite), facilities coordination, audiovisual (AV) coordination, created and updated the conference website, selected food with the help of the Conference Coordinator, planned the opening session reception including securing speakers, provided information about local transportation, provided local information, coordinated local activities such as a group trip to a baseball game, provided registration/program information, and produced the conference packet. The group also maintained the [Discord channel](#) during the conference and monitored for any AV hiccups.

New this year was a coordinated cruise timed for the end of the conference, to help encourage people to stay longer and fill more hotel room blocks. Additionally the registrar implemented QR codes for exchanging contact information, since this had been frequently requested by vendors. The only hiccup that occurred was the easels and foam boards for the poster presenters, which did not arrive in time. A CPC member with a car (Steve Shadle) was able to drive to a local office supply store and secure alternate supplies.

The CPC committee and co-chairs worked closely with the Treasurer to ensure that all needed preparations were within the budget. The group also worked with PPC on getting presenters set up as needed. In addition, CPC also worked closely with the Awards and Recognition Committee in detailing needs for award winners and ensuring that award winners are registered.

Links from the Conference Planning:

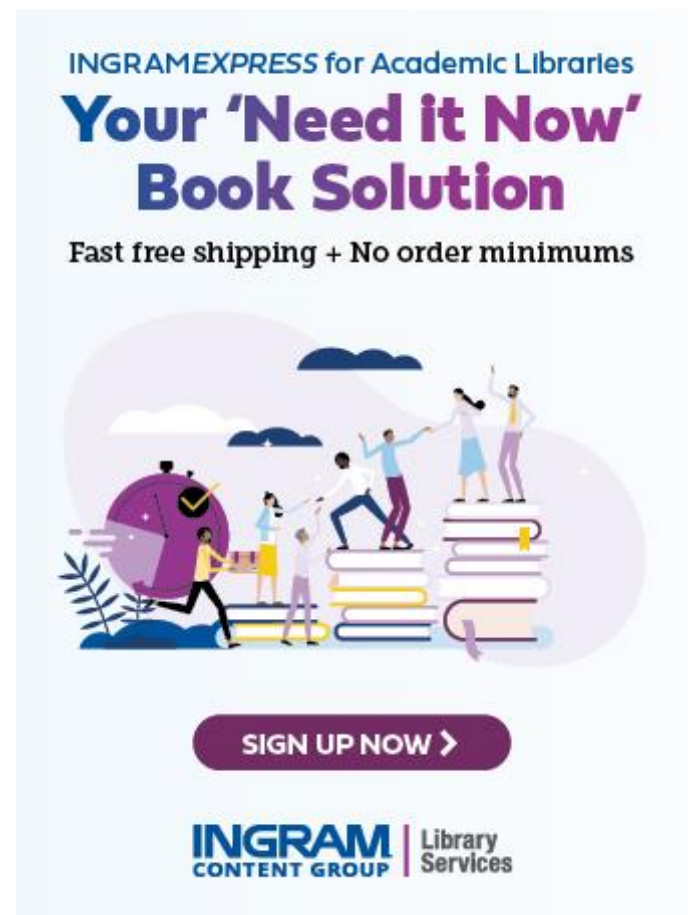
- [Google Drive](#)
- [Contact info](#)
- [CPC Working Calendar](#)
- [PPC Conference Mock Up](#)
- [Conference Webpage](#)
- [Conference packet](#)

Recommendations to Board

Convene a working group (possibly consisting of past CPC chairs, conference coordinator, secretary, and registrar) to revise CPC manual, organize it into in-person responsibilities and virtual responsibilities, removing tasks no longer applicable, adjusting timeline of tasks, and simplifying.

Also, if possible, provide some additional guidance to new co-chairs and committee members. Often, this is the first time members serve in this capacity and are unsure of how to proceed.

Submitted on: July 29, 2024



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Newsletter Committee Annual Report

Submitted by: Faye O'Reilly

Members

Faye O'Reilly, Editor in Chief (Wichita State University)
Kurt Blythe, Columns Editor (University of North Carolina, Chapel Hill)
Christian Burris, Profiles Editor (Wakeforest University)
Willa Tavernier, board liaison (Indiana University)

Continuing Activities, placing emphasis on any activities supporting the 2022-2027 [Strategic Plan](#)

In support of Strategic Direction #2: "Engage membership with effective communication strategies and foster new models for having conversations outside of conferences", the committee continues to connect with committee chairs and NASIG executive board, establish sustainable publication workflows, assess and

fill vacancies, source content to revive the Newsletter publication after several years of not being published.

The Editor in Chief works to update the NASIG Newsletter Manual for 2024. EIC appointed in December 2023, with work on Newsletter beginning in earnest in January 2024.

In March, the Communications Committee requested a special issue be planned that would contain board minutes and committee annual reports for NASIG institutional memory. The committee works to coordinate submissions for this issue with committee chairs, the Board, Communications and other stakeholders.

There is an issue with publishing full issues currently with the Clemson site. The EIC has contacted support for assistance.

Completed Activities, placing emphasis on any activities supporting the 2022-2027 [Strategic Plan](#)

In support of Strategic Direct #2, the committee successfully sourced content and published the first issue after the hiatus, [March 2024 Vol 36 \(1\)](#). The call for content for the May issue was released and the infrastructure for the second issue is in place.

Submitted on: April 1, 2024

Continuing Education Committee Annual Report

Submitted by: James Rhoades and Sofia Slutskaya

Members

James Rhoades, co-chair (University of Virginia)
Sofia Slutskaya, co-chair (Emory University)
Amy Carlson, (University of Hawai'i at Manoa)
Erin Calhoun, (University Toronto)
Beverly Geckle, (Middle Tennessee State University)
Elizabeth McDonald, (University of Memphis)
Chris Vidas, (Clemson University)
Xiaoyan Song, board liaison (Duke University)

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Continuing Activities, placing emphasis on any activities supporting the [Strategic Plan](#)

We began monthly committee meetings in August 2023. We established a standing meeting time to take place the week prior to webinars - when possible. We did WildApricot and Zoom Webinar training for committee members. Administrative activities done throughout the year include shortening the webinar survey form, making a new survey with Google Forms, and updating our documentation with recent changes in procedures. All members assisted in the set up and implementation of the webinars.

The NASIG Board approved shortening paid webinars recording embargo period to 3 months to help with using webinar recordings as a tool for promoting NASIG.

The CEC identified and scheduled webinars for the 2023/2024 year after reviewing the annual conference survey. Please see the webinars during 2023/2024:

1. *Working to bring out the best with INVEST* - This September webinar dealt with equity and inclusion themes and was not sponsored by another NASIG committee. The session was free to NASIG members and had 76 registrants, two not being NASIG members.
2. *Publishers Preserving Publishing* - This November webinar dealt with preservation themes and was co-sponsored by the NASIG Digital Preservation Committee. The session was a paid event and had 7 registrants, two not being NASIG members.
3. *Use of AI by Librarians in Higher Education* - The December webinar dealt with artificial intelligence themes and was not sponsored by another NASIG committee. The session was a paid event and had 23 registrants, seven not being NASIG members.
4. *Automating COUNTER Reports with Python: Save Time in Evaluating Your Statistics* - This January webinar discussed ways to work with statistics and is co-sponsored by the NASIG Standards Committee. This was a paid session.
5. *Getting Started in Publishing, Editing, and Peer Review* - This February webinar discussed

mentoring for professionals, and is co-sponsored by the NASIG Mentoring Committee. This was a free session for NASIG members.

6. *Managing Centrally Negotiated or Purchased E-collections in the Alma Network Zone* - This March webinar discussed the complexity of keeping up to date centrally acquired resources and is not sponsored by a NASIG committee. This was a paid session.
7. *Serials: Ordering & access basics* – This April webinar discussed a ground-up view of all sides of ordering and renewing serials in a library and is not sponsored by a NASIG committee. This was a paid session.

The final webinar of the 2023/2024 year will be on May 15th:

1. *Finding jobs, getting jobs, doing jobs: Making the leap from library student to professional librarian* - This May webinar highlights ways to help library graduates navigate finding a job, and is not sponsored by a NASIG committee. This is a free session.

Please see the following financial, registration, satisfaction, and marketing statistics (kindly created by Sofia Slutskaya)

Title	Date	Total registration	Group registration	Total
Serials: Ordering & Access Basics	04/25/2024	25	12	\$1,715.00
Managing Centrally Negotiated or Purchased E-collections in	03/26/2024	22	12	\$1,545.00

the Alma Network Zone (NZ)				
Getting Started in Publishing, Editing, and Peer Review (free for student members)	02/28/2024	39	0	\$395.00
Automating COUNTER Reports with Python	01/23/2024	25	0	\$1,035.00
Use of AI by Librarians in Higher Education	12/13/2023	23	6	\$1,270.00
Publishers Preserving Publishing	11/28/2023	7	0	\$220.00
Working to bring out the best with INVEST (free for NASIG and NISO members)	09/19/2023	76	3	\$185.00

Overall survey results across all webinars (81 surveys)

Conference Proceedings Committee Annual Report

Submitted by: Caitlin Harrington

Members

Caitlin Harrington, Production Editor (University of Memphis)
Rachel E. Scott, Editor (Illinois State University)
Anne Shelley, Editor (Iowa State University)
Karen Brunsting, Production Assistant (University of Memphis)
Paul D. Moeller, Board Liaison (University of Colorado Boulder)

Continuing Activities, placing emphasis on any activities supporting the Strategic Plan

- Complete second edits of manuscripts
- Create metadata for article submission to MPS
- Submit articles to MPS for typesetting
- Facilitate author proofing activities
- Work with CPC/PPC on which NASIG 2024 sessions will need recorders
- Solicit recorder volunteers for NASIG 2024 sessions

Completed Activities, placing emphasis on any activities supporting the Strategic Plan

- Received author manuscripts
- Formatting all manuscripts
- First edit of manuscripts complete

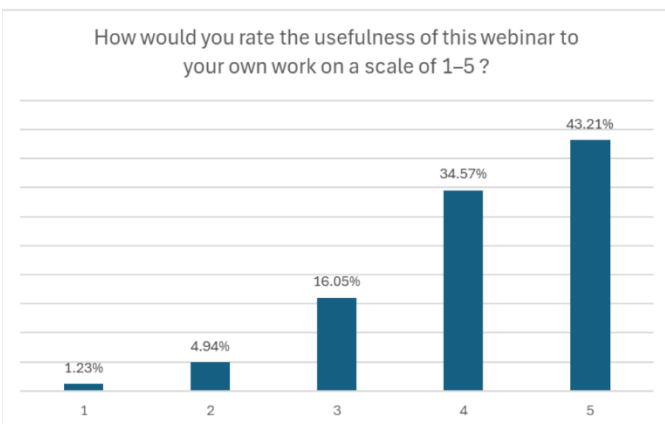
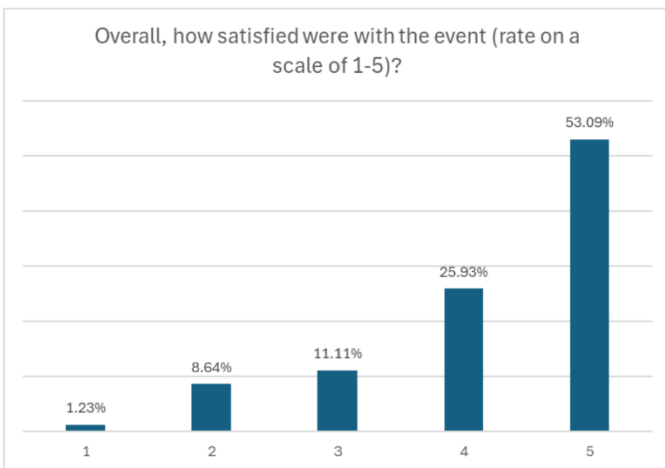
Continuing Activities, placing emphasis on any activities supporting Equity & Inclusion

- Working with MPS to add NASIG Proceedings to DOAJ

Completed Activities, placing emphasis on any activities supporting Equity & Inclusion

n/a

submitted on: (April 2, 2024)



submitted on: May 2, 2024