

2023 Committee Mid-Year Reports and Updates

Communications Committee Mid-Year Report

Submitted by: CJ Garcia

Members

CJ Garcia, co-chair (Creighton University)

Anu Moorthy, co-chair (Georgia Tech)

Wendy Robertson (University of Iowa), vice-chair

Betsy Appleton, vice chair (University of Texas)

Beth Ashmore, member (North Carolina State University)

Lisa Barricella, member (East Carolina University)

Erin Calhoun, member (University of Toronto)

Cleire Lauron, member (Kwantlen Polytechnic University)

David Macaulay, member (University of Nebraska-Lincoln)

Denis Shannon, member (University of Wyoming)

Jennifer Sterling, member (University of North Texas)

Jeremy Whitt, member (UCLA Library)

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

- Management of NASIG listservs
- Management of NASIG Website
- Management of the NASIG Blog and Jobs Blog, including posting Newsletter content to the blog as an interim solution
- Management of NASIG Youtube
- Updating and reorganizing of NASIG CC documentation, including wiki content
- Creation of new documentation for NASIG CC processes as needed

- Creating a style guide for the NASIG website, including accessibility standards
- Working with Digital Preservation Committee to develop processes for the archiving of NASIG history
- Working with Proceedings editors and Michigan Publishing to add journal information to our their new site

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

- Migrated content from old NASIG CC Google Drive to new Google Drive maintained by the Board
- Migrated NASIG CC Manual content from wiki to new Google Drive

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

- Creation and implementation of of a web style guide that will include accessibility standards, to increase the overall web accessibility of NASIG content

Statistical Information

Mastodon followers: 78

Twitter followers: 1,700

Instagram followers: 155

LinkedIn page followers: 286

LinkedIn group members: 450

Flickr Pool members: 31

Facebook group members: 463

Facebook page followers: 74

NASIG Blog subscribers: 142

Questions for Board

- What are the future plans for NASIG Autumn, so we can begin planning its presence on the NASIG website in a more permanent manner.
- What is the current status of the newsletter?

Submitted on: (December 8, 2023)

Conference Planning Committee Mid-Year Report

Submitted by: Karen Spence & Sonali Sugrim

Continuing Activities

- Conference Webpage has been updated to include conference dates, costs, and hotel information.
- NASIG Conference Title Standardized.
 - This was approved at the October CPC Monthly meeting
 - Standard: Year NASIG NN Annual Conference
- November CPC Monthly meeting discussed logos
- Blog post announcing conference posted Oct 30
- Volunteers have been assigned various tasks in preparation for the conference - CPC Working Calendar
- Conference Mockup provided by PPC: Spokane Mock-up.xlsx
 - CPC is discussing when to schedule the activities
- Discord has been setup for onsite internal communications. Channels so far include Need Help High Priority, Need Help Tech, Staff Chat, and Suggestions for Next Year
- Karen and Sonali met with the Treasurer
 - Moved CPC documents into new CPC Google Drive (cpc@nasiginternal.info)
 - Discussed registration process, reports, printing and deadlines with PPC and Treasurer
 - Clarification needed from the group as to what printing refers to and CPC's role in that
- Updates from Jacque - Hotel
 - WiFi in speakers rooms
 - WiFi included per the amenities fee
 - Jacque will confirm with the Hotel
 - Late Night Social
 - Can use any of the breakout rooms, need to decide which night
- Updates from Maria for registration
 - Would like to open registration Dec 1, assuming registration pricing is confirmed by then and this is approved.
 - Is getting hotel link from Jacque to test registration
- Budget
 - Choices for food and beverages presented to the board a month before the conference
 - New chef at hotel, waiting on final pricing/options (Jacque is confirming this). Hotel agreed to 2019 pricing but so far unable to find a record of what that pricing was.
- Volunteers for Cultural activities and board games
 - Sign ups for people to do local activities with
 - Sign ups for hosting board games
 - Room scheduled for games
 - Steve Shadle will be gauging interest in a coordinated post-conference Alaska cruise (to encourage more rooms to be booked Friday night)
- Spokane Indians Baseball - information provided by Anna
 - Upper Box Seats - \$13/ticket
 - Reserved Bench Seats - \$6/ticket
 - There is no deposit needed to reserve a block of seats and you have the option to include food vouchers for everyone in your group as well.
 - We have home games June 4-7 that week so once you have an idea of what day you'd like to attend, just let me know and I can get seats on hold or look into hospitality area availability.
 - CPC is thinking \$13 tickets with food voucher for Tuesday night game. This will be a separate charge on the registration for those who choose to go.
- Working with Mentoring Committee about First Timers Reception
 - CPC will confirm room and food, Mentoring will coordinate outreach, and facilitate on site
- Final Blog Post for the year by December 15th

- Logo Update
 - Name badges
 - Stickers - Store? When to order
 - MaryAnn will follow up on adding the conference logo to the store
 - Opening/Closing slides
- Raffle - Order from store in April

Continuing Education Committee Mid-Year Report

Submitted by: James Rhoades & Sofia Slutskaaya

Members

James Rhoades, co-chair (Virginia Tech)

Sofia Slutskaaya, co-chair (Emory University)

Amy Carlson, member (University of Hawai'i at Manoa)

Erin Calhoun, member (University Toronto)

Beverly Geckle, member (Middle Tennessee State University)

Elizabeth McDonald, member (University of Memphis)

Chris Vidas, member (Clemson University)

Xiaoyan Song, board liaison (Duke University)

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

We began our monthly meetings in August 2023. We established a monthly standing meeting time to take place the week prior to webinars - when possible. We did two WildApricot and Zoom Webinar training for committee members. Administrative activities done in the fall include: shortening the webinar survey form, making a new survey with Google Forms, and updating our documentation with recent changes in procedures. NASIG Board also 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 completed webinars during the fall:

- *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.
- *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.
- *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.

Upcoming webinars for the spring

- *Automating COUNTER Reports with Python: Save Time in Evaluating Your Statistics* - This January webinar will deal with statistics, and is co-sponsored by the NASIG Standards Committee. This will be a paid session.
- *Getting Started in Publishing, Editing, and Peer Review* - This February webinar will deal with mentoring, and is co-sponsored by the NASIG Mentoring Committee. This will be a free session to NASIG members.
- *Consortium management* - This March webinar will deal with ERM partnerships, and is not sponsored by a NASIG committee. This will be a paid session.
- *Get The Job: Academic Library Hiring For The New Librarian* - This April/May webinar will deal with helping new/recent library graduates navigate finding a job, and is not sponsored by a NASIG committee. This will be a free session.

submitted on: December 15, 2023

Digital Preservation Committee Mid-Year Report

Submitted by: James Phillpotts & Alicia Wise

Members

Alicia Wise (CLOCKSS)

James Phillpotts (Oxford University Press)

Ella Hitchcock (Stanford University)

Jeremy Morse (University of Michigan)

Christina Nguyen (University of Toronto)

Michelle Polchow (University of California, Davis)

Julie Shi (University of Toronto)

Abeni Wickham (SciFree)

Erica Zhang (UCLA)

Wendy Robertson (University of Iowa)

Heather Staines (Delta Think)

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

- Activity: Recruiting new members to the Digital Preservation Committee (Strategic direction #1, #2)
 - We have been able to recruit some terrific new members to the Committee, with a particular emphasis on colleagues at an earlier stage of their career. These colleagues have brought energy and fresh perspectives, and have been actively involved in the work of the committee. For example, Julie Shi hosted the webinar we organized for November 2023 (see below).
- Activity: Promotion of the NASIG Model Digital Preservation Policy (Strategic direction #1, #2 and #3)
 - Since the policy's adoption by NASIG in June 22, the committee has continued to actively promote and respond to contacts with outside organizations to share this flexible policy creation tool. The purpose is to engage and promote the policy to generate awareness, monitor use cases and ensure inclusion and findability within the overarching scholarly record. Stakeholders include publishers and students. Activities since April 2023 include:

- Best Practices Exchange (BPE), June 12-14, 2023, at the University of Georgia Special Collections Libraries in Athens, GA. Presenter: Jessica Rigg, former NASIG DPC member (Georgia Southern University)
- UKSG Annual Meeting, April 13-15, 2023, at Glasgow, United Kingdom, Sponsor of policy promotion, made possible through the NASIG Early Career/Professional UKSG Award Recipient: Christina Nguyen, NASIG DPC member (University of Toronto)
- World Digital Preservation Day, 2 Nov 2023 via social media in collaboration with the Communications Committee

- Activity: Subcommittee addressing NASIG document preservation (Strategic direction #3)
 - At the direction of the NASIG Executive Board a subcommittee was organized to address consistency through a policy or preservation plan for public facing and internal documents. This subcommittee is being led by Ella Hitchcock and Michelle Polchow. Initial meetings have been held to discuss preserving NASIG's digital materials and a list of critical items for preservation is being compiled.
- Activity: NASIG engagement with variety of stakeholders (Strategic direction #1 and #2)
 - The Committee is actively taking forward a number of opportunities for engagement with a variety of stakeholder groups:
 - Alicia Wise is also chairing a newly formed ISO committee. This consists of a focused group of experts from research libraries, national libraries, publishers, and technology organizations who are working to draft technical specification for ePub3A format, which will be optimized for Digital Preservation.
 - The Committee will invite Dom Mitchell from DOAJ to a future meeting to share their approach to encouraging OA publishers towards digital preservation. This will be an opportunity to share the model policy and other NASIG resources.

- The DPC is setting up a North American office. Once an officer is in post, the Committee intends to invite this person to provide a presentation of their activities and an opportunity to engage with NASIG work in this area.
- The LPC is seeking volunteers for a Preservation Working Group, due to begin work in January 2024. To foster connections, a member of the Committee will volunteer to join this.
- Activity: Revitalizing NASIG Guides relating to digital preservation (Strategic direction #3)
 - The Committee is currently undertaking a review of three NASIG Guides which provide information relating to digital preservation in order to ensure that these remain up-to-date and relevant to the membership and broader stakeholder groups. The three Guides in question are:
 - NASIGuide: Digital Preservation 101
 - KEEPERS Guide
 - NASIGuide: Talking Points and Questions to ask Publishers about Digital Preservation
- Activity: revision of the NASIG Model Digital Preservation Policy (Strategic direction #3)
 - The Committee has undertaken a biannual cycle for reviewing and refreshing the NASIG Model Digital Preservation Policy in order to ensure that this remains up-to-date and relevant for stakeholders in digital preservation.

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

- Activity: NASIG Webinars (Strategic direction #1, #2, and #4)
 - The Committee has hosted / provided speakers for two NASIG webinars since April. The topics were selected to appeal to a wide audience, including early career and student participants, while engaging with the work of the group and

broader topics impacting preservation. The two webinars were:

- *Digital Preservation: why libraries need a policy for the stuff they publish and the stuff they collect*, May 4, 2023, 11:00 ET
Speakers were Committee members Michelle Polchow, Abeni Wickham, and Alicia Wise
- *Publishers Preserving Publishing*, November 28, 2023, 12:00 ET. The webinar was hosted by Julie Shi and Alicia Wise. Speakers were from two external organizations (Oxford University Press and The Worshipful Company of Stationers and Newspaper Makers)

- Activity: Informing the development of the ISSN+ Services (Strategic direction #2 and #3)
 - *Using the ISSN Portal to check the status of your journal collections regarding digital preservation*. NASIG Annual Conference, Pittsburg, PA. May 23, 2023. Presenters: Michelle Polchow, NASIG DPC co-chair (University of California, Davis) & Gaelle Bequet, Director, ISSN International Centre.
- Activity: Engaging membership with the work of the Committee (Strategic direction #2)
 - The Committee collated a blog post celebrating various aspects of digital preservation which was posted on the NASIG Blog on November 2, to coincide with World Digital Preservation Day. The blog post is available at: <https://nasig.wordpress.com/2023/11/02/nasig-celebrates-world-digital-preservation-day/> and was also promoted through appropriate social media channels.

Questions for Board

We would find it really helpful for the November 2023 webinar to be made publicly available immediately rather than after a delay of 6 months. Both the Continuing Education Committee and the Digital Preservation Committee believe this has considerable

promise for wider engagement with, and promotion of the value, of participation in NASIG. Would you be prepared to agree to this on an exceptional basis?

Submitted on: December 1, 2023

Evaluation & Assessment Committee Mid-Year Report

Submitted by: Kevin Balster

Members

Kevin Balster, chair (UCLA)
Jessica Harris, member (Loyola University Health Sciences Library)
Jessica Rigg, member (Georgia Southern University)
Megan Inman, member (Eastern Carolina University)
Sarah Sutton, member (Emporia State University)
Susan Vandagriff, member (University of Colorado-Colorado Springs)
Lisa Martincik, member (University of Iowa)
Martha Hood, member (University of Houston-Clear Lake)
Rachel Bomberger, member (University of South Florida)
Keri Prelitz, member (California State University, Fullerton)
Barbara Pope, member (Pitt State)
Trea Bane, board liaison (University of Wisconsin-Madison)

Continuing Activities

The Evaluation and Assessment Committee is in the process of reviewing and updating the survey for this year's conference. Since we are changing from a hybrid conference back to a fully in-person conference, the Committee did an initial review of last year's survey to identify language pertaining to remote or hybrid access, so that it can be removed.

Completed Activities

The Committee chair worked with the Board Liaison to put out a call for committee volunteers, so the Committee currently stands at 11 members.

The Committee has identified a Web Liaison, Barbara Pope.

The Committee requested and received approval for funding for two \$50 gift cards, to be randomly presented to a conference participant who submits a survey, one for the in-person conference, and one for the virtual conference. The Board also approved a new process for delivering the gift card, so that the recipients can choose which kind of card to receive.

Submitted on: March 28, 2023

Membership Services Committee Mid-Year Report

Submitted by: Meg Wang

Members

Meg Wang, Co-Chair, (Mississippi State University)
Kathie Mason, Co-Chair, (Eastern Michigan University)
Stephanie Adams, (Tennessee Tech University)
Alex Dodd, (University of Maryland, College Park)
Fiona Greve, (Computercraft)
Suzy Kozaitis, (Florida Institute of Technology)
Natalia Mykhaylychenko, (University of Toronto Libraries)
Jordan Pedersen, (University of Toronto Libraries)
Lihong Zhu, (Washington State University)
Shannon Keller, board liaison (U.S. Department of State)

Continuing Activities

- Respond to member login, renewal, and invoicing questions.
- Update/"clean up" member records as needed.
- Send new member reports monthly to the Communications Committee, Newsletter Editor, and NISO representative.

- Send lapsed member reports monthly to the Communications Committee and NISO representative.
- Generate lists of members on request for other NASIG units.
- Update the Membership Services Committee manual (Suzy)
- Maintain the archive of reports on Google Drive (Meg & Kathie)
- Create/Update the email template “Renew membership information” (to be completed by Stephanie)

Completed Activities

Create the email template for “Invitation 2023”. Sent out “invitation to join NASIG” for non-member NASIG 2023 Autumn Virtual Conference attendees, 85 recipients in total.

Statistical Information

Member numbers as of Nov 13, 2023.

Total – 527

Canadian and European Members – 17

Complimentary – 6

Library School Student – 158

Lifetime – 17

Mexican and other International Members – 1

Organizational – 36

Regular Tier – 46

Regular Tier – 240

Retiree – 11

Submitted on: Nov 13, 2023

Mentoring & Student Outreach Committee Mid-Year Report

Submitted by: Beth Ashmore and Matt Jabaily

Members

Beth Ashmore, co-chair (North Carolina State University)

Matt Jabaily, co-chair (University of Colorado Colorado Springs)

Sukanta Kumar (Vidyasagar College For Women)

Jen Montavon-Green (University of Kentucky)

Cleire Lauron (Kwantlen Polytechnic University)

Kristen Wilson (North Carolina State University)

Jackie Blanton-Watkins (Kennesaw State University)

Continuing Activities, placing emphasis on any activities supporting the 2022-2027 Strategic Plan

In support of the Strategic direction #2 - To engage membership with effective communication strategies and foster new models for having conversations outside of conferences, the committee is providing mentorships to LIS students, recent graduates and new professionals as part of the NASIG mentoring program. We currently have 42 mentees and 24 mentors in the program. The committee hosted a program kickoff via Zoom on September 15 mentors and mentees to meet and discuss mentoring as a partnership. We are preparing a webinar on publishing, editing, and peer-review for the spring in conjunction with the continuing education committee. We are also preparing a short video about best practices for presentation proposals to share with students when the call goes out for Student Spotlight Sessions in February 2024 in conjunction with the program planning committee’s call for snapshot sessions.

If student awards are offered this year, we will work with the awards & recognition committee on ways to collaborate to promote NASIG awards to our mentees, especially in conjunction with our call for student spotlight sessions.

We are also looking at preparing some job-seeking oriented content (breaking down job ads, resume reviews, practice interviewing) to go along with promoting the video of last year’s webinar You’re hired! Best practices of applying and interviewing for library jobs.

[editors note: no submission date]

Site Selection Committee Mid-Year Report

Submitted by: Jacqueline Brellenthin

Members

Jacqueline Brellenthin, chair
MaryAnn Jones, member
Courtney McAllister, member
Paul Moeller, member
Nicole Ameduri, member

Continuing Activities

Continue working with contacted hotels and considering 2025 conference. Highest site selection priority for the next few years is to make sure that NASIG remains financially stable. This includes smaller cities that allow tax exempt status. Met with treasurers to determine comfortable cost to NASIG for 2025 conference. Treasurers felt \$45-55k cost (shortfall) to NASIG was the top limit, but that breaking even or a small profit would obviously be the best option.

Completed Activities

Rewrote the NASIG RFP to include a smaller contract so that room attrition is not a problem in the future. Sent RFPs to 24 cities. 20 United States cities varying from east to west coast, 4 to Canada. 19 cities responded. Hotel responses per city ranged from 1 to 14 hotels per city.

Most expensive cities included: Denver, Sacramento, Detroit, Vancouver. Cost to hold a conference in these hotels:

- Room costs: \$260-309 per night
- Food and Beverage minimum: \$65-99K

Mid range cities include places like: Portland, Reno, Las Vegas, Milwaukee, Lincoln, Winnipeg. Cost to hold a conference in these hotels:

- Room costs: \$180-210 per night
- Food and Beverage Minimum: \$55-65k

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Lowest costs tended to be mid-range cities, but less desirable locations for hotels (i.e. not in town, near airports, in suburbs, etc.). Cost to hold a conference in these hotels:

- Room costs: \$150-200 per night
- Food and Beverage Minimum: \$45-55k

Cost to hold conference: Lowest to highest = \$120,000-\$250,000 assuming no room attrition. Tax exempt status can reduce these costs by \$20-40k depending on other costs.

However, other costs (site visit, stipends, speaker travel/honorariums) tend to add about \$20-30K to the cost of the conference. Awards, if given, also add \$20k if not sponsored/funded.

Estimated Income: \$80k total from registrations and sponsors.

Action(s) Required by Board

- Will NASIG hold a 2025 in-person conference? Board to decide and notify site selection committee (Jacque) no later than December 6, 2023. Hotels should be notified as soon as possible whether they are being considered or not.
- Will NASIG continue at hotels in 2026 or should other sites like college campuses be considered instead?
- If a 2026 conference is to be held, sending out RFPs sooner rather than later can usually lock in lower rates for rooms, food and beverage, etc.

submitted on: November 13, 2023

Standards Committee Mid-Year Report

Submitted by: Jessica Scott and Matthew Treskon

Members

Jessica Scott, chair (Clemson University)
Matthew Treskon, vice-chair (Project MUSE/JHU Press)

Heidi Webb, (Upstate Medical University)
Ilda Cardenas, (California State University Fullerton)
Jacqueline Brellenthin, (Library of Congress)
Beth Ashmore, (North Carolina State University)
Jen Montavon-Green, (University of Kentucky)
Keondra Bailey, member (NISO)
Heather Staines, board liaison (Affiliation)

Continuing Activities

In NISO, the Standards Committee continues to cast the official NASIG vote on NISO ballots. Messages to NASIG-L are sent a few times a month, informing NASIG members about current ballots and options for member participation. This year NASIG has voted on 41 out of 65 ballots.

Completed Activities

One committee member serves as the COUNTER representative to monitor news and updates relevant to the COUNTER standard and keep committee members apprised of important developments.

Continuing Activities

Ilda Cardenas, with the support of the Standards Committee, will host the webinar "Automating COUNTER Reports with Python: Save Time in Evaluating Your Statistics,"—an online session on how to use Python to automate harvesting COUNTER reports.

Completed Activities

The committee learned how to use our funding money and get prizes from the board for next year's presentation. We met in June, July, August, September, and November.

Recommendations to Board

The Board suggested that the committee host an asynchronous workshop.

submitted on: (November 2023)