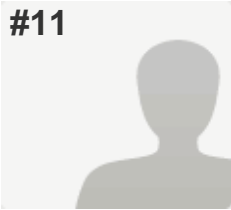


#11



COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, July 11, 2017 8:04:08 AM
Last Modified: Tuesday, July 11, 2017 8:41:41 AM
Time Spent: 00:37:33
IP Address: 138.87.141.102

PAGE 1: ACRL Instruction Section End of Year Report 2017

Q1: Name of Committee/Task Force: Local Arrangements Annual

Q2: Committee chair(s) (name & email address):

Susan Franzen, srfranz@ilstu.edu

Q3: Name of Activity/Project: Use the same activities/projects you described in your Annual Planning Form.

Activity/Project #1: Annual Soiree

Q4: Which objective from the ACRL Plan for Excellence did this project/activity support? Choose the ONE objective that best fits each project/activity.

Objective

Activity/Project #1 Does not directly correlate to any ACRL Plan for Excellence objective (this option is reserved for committees whose work are primarily focused on the internal work of the Instruction Section, such as Local Arrangements).

Activity/Project #2

Activity/Project #3

Activity/Project #4

Activity/Project #5

Q5: Describe your committee's activity/project and how each activity supported the Plan for Excellence objective(s) selected above.

Activity/Project #1:

While the IS Soiree does not directly correlate to any ACRL Plan for Excellence objectives, the event offers the opportunity for instruction librarians to network and potentially develop relationships/partnerships.

Q6: Describe the process of soliciting nominations/topics/other submissions for your activity/project (examples: soliciting award and candidate nominations, selecting topics and speakers, discussion group topics and leaders, soiree site, or PRIMO submissions)

Activity/Project #1:

Soiree site, 720 South Bar, was selected because it was located in the Hilton Chicago, ACRL's conference hotel. The committee was able to use the space without a fee.

Q7: Provide the timeline for your activity/project (examples: sending out calls for participation, invitations, publicity, notification of awards, PRIMO selections and interviews, etc.)

Activity/Project #1:

- June 2016 – Chair attends IS Soiree at ALA Annual to meet other committee members, note the strengths of the event, and make notes on potential plan for the 2017 Soiree.
- August 2016 – Chair submits annual planning report
- December 2016 – Soiree date selected
- January 2017 – Submit ACRL Special Events Request Form
- January-February 2017 – Chair and committee members evaluate possible Soiree locations
- February-March 2017 – Select site of Soiree
- March 2017 – Begin publicizing event and continue until Soiree takes place
- May 2017 – Send RSVPs to IS Membership Committee
- May-June 2017 – Make final arrangements
- June 2017 – Chair and committee attend Soiree, greet participants, and act as hosts
- July 2017 – Submit final report

Q8: Budget for the activity/project, if applicable.

Activity/Project #1:

N/A

Q9: Describe the publicity for the activity/project. Please also provide URLs to publicity, calls for proposals, etc. for your project/activity. If not currently available online, please post materials to your committee's ALA Connect page and enter the URL below.

Activity/Project #1:

<http://acrl.ala.org/IS/2017/06/>;
<http://crln.acrl.org/index.php/crlnews/article/view/16658/18112>; Multiple posts publicizing the soiree were also on the IS listserv

Q10: Please provide URLs to evaluations of the project/activity (if not currently available online, please post materials to your committee's ALA Connect page and enter the URL below).

Activity/Project #1:

N/A

Q11: Number of RSVPs/attendees at events (examples: Soiree, online discussions). For Soiree, include first time attendees requesting matches.

Activity/Project #1:

36; No first time attendees requested matches

Q12: For Nominations committee only: number of nominees, reasons for declining, statistical/demographic info, final slate, final election results.

Respondent skipped this question

Q13: Based on the action plan and measurement(s) of success you provided in the Annual Planning Form, describe what success your committee had in meeting each objective:

Activity/Project #1:

The success of the soiree is attendance by IS members and networking among colleagues.

Q14: Advice to incoming chair for project continuation or next steps:

Activity/Project #1:

Hold soirees at events where more ACRL IS members attend
