

ACRL Division-level Committees & Chapters Council

2019–20 Year-End Reports & 2020–21 Work Plans

Each report/work plan is bookmarked with in the PDF.

Committee
Academic/Research Librarian of the Year Award Committee
ACRL 2021 Innovations Committee
Budget & Finance Committee
Equity, Diversity and Inclusion Committee
(Dr. E.J.) Josey Spectrum Scholar Mentor Committee
Excellence in Academic Libraries Awards Committee
External Liaisons Committee
Government Relations Committee
Immersion Program Committee
New Roles and Changing Landscapes Committee
Professional Development Committee
Publications Coordinating Committee
<i>Academic Library Trends and Statistics Survey</i> Editorial Board
ACRL/Core Interdivisional Academic Library Facilities Survey Editorial Board
C&RL Editorial Board
C&RL News Editorial Board
Choice Editorial Board
New Publications Advisory Board
Project Outcome for Academic Libraries Editorial Board
Publications in Librarianship Editorial Board
RBM Editorial Board
<i>Resources for College Libraries</i> Editorial Board
Research Planning and Review Committee
Research and Scholarly Environment Committee
Section Membership Committee
Standards Committee
Information Literacy Frameworks and Standards Committee
Student Learning and Information Literacy Committee
Value of Academic Libraries Committee

Chapters Council
Chapters Council

Red=report only



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL Academic/Research Librarian of the Year
Charge/Tasks:	Solicit nominations, market the availability of the award to the academic library community, facilitate the completion of the nomination process, select the award winner, monitor nomination pools and nomination updates, and recommend changes to award web site information.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Jeannette Pierce
Vice-Chair	Dennis Clark
Board liaison:	Karen Munro
Staff liaison:	Chase Ollis
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Dennis Clark
Vice-Chair:	Adrian Morales
Board liaison:	Jon E. Cathorne
Staff liaison:	Chase Ollis
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Jeannette Pierce	Date:	7/31/2020
Work plan submitted by:	Dennis Clark	Date:	

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

1. Flyers provided by ACRL staff liaison were distributed; announcements were made to listservs; reminders were sent.
2. All applications were reviewed and vetted against award criteria.
3. Committee met virtually in advance of Midwinter to select award recipient; recipient name was communicated to ACRL.
4. A Media Profile Form and the Awards Promotion Activities worksheet was drafted and sent to ACRL.

2. What were the relevant results for your projects?

- Members created a list of relevant listservs, divided them up based on membership on the various lists, and sent flyers and information about the award and/or distributed information at conferences; reminders were sent.
2. Members created and used a chart containing award criteria to vet nominees. Chart was reviewed during a virtual meeting in December.
 3. Members met virtually in January, prior to Midwinter conference, or provided their candidate review rubric in advance; candidates were discussed and a recipient was selected (11 nominees reviewed, 1 selected). The candidate's name was communicated to ACRL by the committee chair and Board Liaison.
 4. The chair and vice-chair drafted a media profile of the candidate and forwarded it to ACRL staff.

3. Which if any 2019–2020 projects will continue next year?

None, cycle is completed and re-started each year.

4. What worked well?

1. The ACRL staff liaison provided all pertinent information regarding the flyer and chair and committee expectations; communication and support were excellent.
2. Publication and communication of the award was handled efficiently between the staff liaison and the committee.

3. All members participated in the selection process.
4. Appointment of a Vice Chair assures that the Chair has appropriate knowledge of the committee's charge, procedures, marketing, and work of the committee.

5. What could have worked better?

1. Preparing a nomination packet is quite onerous. Award pre-information should go out in the summer. The committee has traditionally started formal recruiting in September, which is too late for academic librarians on a semester schedule.
2. One nomination packet did not include letters of support, which was problematic.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Continued discussion about the purpose of the award. Is it a "lifetime achievement" award, or is it truly a "librarian of the year award?"

7. Was there information you could have been provided before starting this project that would have made your work easier?

As mentioned above, an earlier (summer) start will work better for those planning a nomination. ACRL Staff provided outstanding support.

8. What made this work most rewarding (observations/comments/accolades)?

Reviewing the nominations is a humbling and inspiring experience that is its own reward, as is the opportunity to recognize an outstanding individual for their achievements.

9. Any other comments, recommendations, or suggestions?

Follow up required with one nominator, who submitted an incomplete nomination packet.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Distribute award flyer/information
Brief Description:	<p>ACRL already promotes the award on a variety of official distribution channels. Committee members add to ACRL's publicity by promoting announcements on a wide variety of professional listservs.</p>

Activity #1 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
<p>Promoting the opportunity to celebrate a deserving recipient strengthens member connections to ACRL and enhances member engagement.</p>	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Chair calls for volunteers to promote award flyer.	As soon as flyer available. Date can vary.	Chair	Flyer provided by ACRL
Members create a list of relevant listservs; divide them up based on membership.	Aug/early September	Members	
Members send flyers and information about the award to designated listservs and follow-up with reminders.	No later than November	Members	

Activity #1 Assessment	
How will success be measured?	

Most members contribute to sharing award flyer. Members identify and use at least six publicity channels that are not part of ACRL's official distribution channels.

2020–2021 Work Plan

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Work Plan Activity #2	
Activity Name:	Review and approve rubric
Brief Description:	Members review and approve rubric containing award criteria to vet nominees.

Activity #2 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion

X **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

Provide a brief sentence connecting your project to the goal area and objective you selected:

Promoting the opportunity to celebrate a deserving recipient strengthens member connections to ACRL and enhances member engagement.

Activity #2 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Members review rubric used to vet nominations	Ideally by December 1 st .	Chair	NA

Activity #2 Assessment

How will success be measured?

Chair initiates at least one meeting to review and discuss rubric in advance of sharing nominations with committee members for review.

2020–2021 Work Plan

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Work Plan Activity #3

Activity Name:	Selection of recipient
Brief Description:	Members meet in-person at Midwinter to discuss nominations and select a recipient. Members who cannot join in-person meeting submit completed rubrics for each nomination to the Chair in advance of the Midwinter Meeting.

Activity #3 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
X Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
Promoting the opportunity to celebrate a deserving recipient strengthens member connections to ACRL and enhances member engagement.

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Chair provides committee with information about meeting date/time/location.	Soon as available	Chair	ACRL meeting schedule; private meeting room if meeting in person.
Chair reminds members to complete rubrics for nominations and to	Dec/Jan	Chair	

submit in advance if not attending.			
Members complete rubrics for each nomination and come to meeting prepared to discuss nominations.	Dec/Jan	Members	

Activity #3 Assessment

How will success be measured?

An awardee is selected and the name is communicated to ACRL by the committee chair and board liaison.

2020–2021 Work Plan

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Work Plan Activity #4	
Activity Name:	Draft media profile
Brief Description:	The chair and vice-chair draft a media profile of the candidate and forward to ACRL staff. This is usually done immediately after the selection process has been completed.

Activity #4 Timeline	
How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
<input type="checkbox"/>	Value of Academic Libraries
<input type="checkbox"/>	Student Learning
<input type="checkbox"/>	Research and Scholarly Environment
<input type="checkbox"/>	New Roles and Changing Landscapes
<input type="checkbox"/>	Core Commitment to Equity, Diversity & Inclusion
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Promoting the opportunity to celebrate a deserving recipient strengthens member connections to ACRL and enhances member engagement.	

Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Prepare draft media profile about recipient for use by ACRL	Immediately after Midwinter.	Chair/Vice Chair	

Activity #4 Assessment
How will success be measured?
Chair and Vice Chair submit draft media profile to ACRL staff in a timely manner after selection process is completed.



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL 2021 Innovations Committee
Charge/Tasks:	To recommend to the conference chair, ACRL staff, and the other component committees innovations to enhance the benefits of the conference to attendees and general ACRL membership.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Dr. Leila June Rod-Welch/Toni Anaya
Vice-Chair:	
Board liaison:	
Staff liaison:	Tory Ondrla
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Dr. Leila June Rod-Welch/Toni Anaya
Vice-Chair:	
Board liaison:	
Staff liaison:	Tory Ondrla
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Toni Anaya/ Dr. Leila June Rod-Welch	Date:	August 6, 2020
Work plan submitted by:	Toni Anaya	Date:	August 6, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

Committee met and worked with our staff liaison to identify possible activities at conference.

2. What were the relevant results for your projects?

Committee developed a plan for a list of 15 proposed activities to be available during conference.

3. Which if any 2019–2020 projects will continue next year?

All 15 proposed depending on plans and revised budget.

4. What worked well?

Google doc with brainstorm list, willingness of committee members to share ideas, TORY and her help

5. What could have worked better?

Chairs having a better grasp of the possibilities/budget.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

We attempted to develop plans and activities which would work for a variety of physical and language ability. We also considered the different needs of our members and necessity of solo or quiet activities.

7. Was there information you could have been provided before starting this project that would have made your work easier?

Budget parameters

8. What made this work most rewarding (observations/comments/accolades)?

Having the freedom to work on a committee working on a different side of conference- how we promote and encourage self-care.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

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Work Plan Activity #1	
Activity Name:	ACRL 2021 Meeting Innovations Activities
Brief Description:	Coordinate and plan innovations to enhance the benefits of the conference to attendees and general ACRL membership

Activity #1 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	April 17, 2021

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement). X
Provide a brief sentence connecting your project to the goal area and objective you selected:
These activities at conference are provided as a way to increase member engagement.

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Art Lounge	April 14, 2020	Innovation Committee/ACRL	Financial
Wellness activities	April 14, 2020	Innovation Committee/ACRL	Financial
Game Lounge	April 14, 2020	Innovation Committee/ACRL	Financial
Silent Disco	April 14, 2020	Innovation Committee/ACRL	Financial, tech, staff
Social media engagement	April 14, 2020	Innovation Committee/ACRL	Financial, staff support

Activity #1 Assessment
How will success be measured?
Attendee feedback



Division-level Committee Year-end Report and Work Plan Template

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Committee Name & Charge	
Committee Name:	Budget and Finance Committee
Charge/Tasks:	<p>Committee name and charge can be found on the Directory of Leadership: http://www.ala.org/acrl/aboutacrl/directoryofleadership/committees</p> <p>Charge/Tasks:</p> <ul style="list-style-type: none"> • To submit annually a recommended budget for the ACRL division (including division publications, the CHOICE budget, the allocation of Long-Term Investment fund income) to the ACRL Board of Directors for action. • To advise the ACRL Board of Directors on its allocation of Friends of ACRL contributions to strategic projects and programs, as well as to consult with the ACRL Board of Directors on fundraising goals and objectives. • To counsel the ACRL Board of Directors on questions regarding all fiscal matters of the division or its publications, including dues levels and fundraising, especially as they relate to alignment with the strategic plan and the Core Commitment to equity, diversity and inclusion.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Carolyn Henderson Allen
Vice-Chair:	
Board liaison:	Karen Munro/Jon Cawthorne
Staff liaison:	Allison Payne
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Carolyn Henderson Allen
Vice-Chair:	
Board liaison:	Jon Cawthorne
Staff liaison:	Allison Payne
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Carolyn Henderson Allen	Date:	August 2020
Work plan submitted by:	Carolyn Henderson Allen	Date:	July 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

VA brief list is suggested here; reference 2019–2020 work plan projects:

ACRL Strategic Planning and Orientation Session, October 2020

Discussed budget assumptions and recommended to hold steady the budget for FY 2019-20 based on ALA Finances

FY2021 Budget to ACRL Board of Directors, ALA Annual 2020 which included an additional \$30,000 for work related to EDI initiatives

Recommended to Board of Directors to hold steady personal dues based on the effects of COVID19; no increase to student dues

Monitored and discussed the financial outlook for CHOICE

Discussed SCOE recommendations and opportunities/challenges for change

Budget and Finance Committee recommended to the Board that a committee be established to highlight the associations work related to social justice and DEI efforts

2. What were the relevant results for your projects?

A brief list is suggested that includes assessment as appropriate (correspond to list above). Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)

Board of Directors budget approval

On the fund development side of the budget, added language to include EDI

Dashboard Metrics approved and will be continued and updated by staff

VAL reviewed and approved 19 research recipients for funding

Over 3015 users for Project Outcome/43,305 responses to survey

7 recipients for ScholComm research grants@ \$5,000 each

Many of the face to face opportunities were cancelled due to COVID19/staff were agile and created programs online as needed

3. Which if any 2019–2020 projects will continue next year?

The majority of the projects are on-going and will be continued
 Work with the Executive Director to ensure a healthy budget
 Keep the Board of Directors informed of all major changes if any to approved budget
 Hold regular meetings with the committee to ensure continued understanding of budget activity and program changes
 Monitor the LTI for sustainability and work with ALA to endure a balanced budget without substantially harming the ACRL programs
 Continue to monitor outcomes of CHOICE programs and budget impact

4. What worked well?

The ED and staff are efficient, supportive, and excellent managers
 Meetings with Board is helpful and the committee members are supportive
 Web based programming, on-line meetings and in-person meetings are handled well with proper access to technology as appropriate
 Useful updates related to activities and budget changes

5. What could have worked better?

Not having a pandemic and ALA budget constraints

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The budget supports all the associations' work related to EDI. It is imperative that we manage our resources well to enable success of EDI programs and initiatives today and into the future.

The addition of Social Justice support is vital to the EDI efforts

7. Was there information you could have been provided before starting this project that would have made your work easier?

None

8. What made this work most rewarding (observations/comments/accolades)?

Excellent staff support as stated above. Kudos to all who work at ACRL for their leadership and thoughtful collaboration with the membership, and especially the budget committee.

The support of the Board of Directors has been vital and is appreciated.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

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Work Plan Activity #1	
Activity Name:	Budget Review
Brief Description:	Review ACRL and Choice budget annually.

Activity #1 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
<input checked="" type="checkbox"/>	Value of Academic Libraries
<input checked="" type="checkbox"/>	Student Learning
<input checked="" type="checkbox"/>	Research and Scholarly Environment
<input checked="" type="checkbox"/>	New Roles and Changing Landscapes
<input checked="" type="checkbox"/>	Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
<p>The budget has impact on all the programs and services of the association. Without sound fiscal management, the Plan for Excellence would be marginalized or non-existent.</p> <p>All of the component programs are vital to the membership and funding aids in the work they do benefitting all academic libraries across the U. S. and Canada.</p>	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Budget assumptions reviewed and discussed by Budget and Finance Committee	Mid to late October 2020	B & F Committee, Executive Director, Staff Liaison	Staff Support
Draft of FY 2022 budget reviewed at ALA Midwinter Meeting	February 2021	B & F Committee, Executive Director, Staff Liaison	Staff Support
Final review of draft budget and vote by the Committee to recommend a proposed budget to the ACRL Board of Directors	June 2021	B & F Committee, Executive Director, Staff Liaison	Staff Support

Activity #1 Assessment
How will success be measured?
Approval of proposed budget by the Board of Directors

2020–2021 Work Plan

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Work Plan Activity #2	
Activity Name:	Monitor CHOICE's financial outlook and new product development
Brief Description:	Monitor performance through subscriptions to core publications, ProQuest services, CC Advisor and Advertising/Sponsored Content

Activity #2 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>	

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
<input type="checkbox"/> Value of Academic Libraries	
<input type="checkbox"/> Student Learning	
<input type="checkbox"/> Research and Scholarly Environment	
<input type="checkbox"/> New Roles and Changing Landscapes	
<input type="checkbox"/> Core Commitment to Equity, Diversity & Inclusion	
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Success will be determined by performance and a balanced budget	

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Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review and discuss Choice financial data at ALA Midwinter and Annual	February 2021	B & F Committee, Executive Director, Choice Publisher, Staff Liaison	Staff Support
Discuss new products and potential revenue streams for Choice at ALA Midwinter and Annual	February 2021 and June 2021	B & F Committee, Executive Director, Choice Publisher, Staff Liaison	Staff Support

Activity #2 Assessment
How will success be measured?
<p>Reports, budget reviews, discussions and recommendations will be made to the Board of Directors; new programs/ products are included</p>

2020–2021 Work Plan

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Work Plan Activity #3	
Activity Name:	Continued evaluation of the dashboard tool relative to program outcomes
Brief Description:	Budget and membership

Activity #3 Timeline	
How long will it take to do this project?	
continuous project assigned in charge short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date: <input style="width: 150px;" type="text"/>	

ACRL Plan for Excellence	
Check the best goal and objective.	
<input checked="" type="checkbox"/>	Value of Academic Libraries
<input type="checkbox"/>	Student Learning
<input type="checkbox"/>	Research and Scholarly Environment
<input type="checkbox"/>	New Roles and Changing Landscapes
<input type="checkbox"/>	Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	

Budget and membership

Activity #3 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Continue to monitor the current dashboard model	Throughout the year	B & F Committee, Executive Director, Staff Liaison	Staff Support

Activity #3 Assessment

How will success be measured?

On-going assessment of outcomes relative to the programs being measured

2020–2021 Work Plan

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Work Plan Activity #4	
Activity Name:	Review and recommend dues rates for FY 2022 to the ACRL Board of Directors
Brief Description:	Ensure the health of the association through continuous and increased membership in all categories

Activity #4 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Budget	

Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Monitor HEPI data (Higher Education Price Index)	Throughout the year	ACRL Staff reports HEPI to the B & F Committee	Staff Support
Discuss HEPI and dues amounts at ALA Midwinter	February 2021	ACRL Staff reports HEPI to the B & F Committee	Staff Support
Review HEPI data and possible dues amounts and develop recommendation for personal member dues for FY 2020 to the ACRL Board of Directors.	June 2021	ACRL Staff reports HEPI to the B & F Committee	Staff Support
Review organizational dues and develop recommendation to Board of Directors	June 2021	ACRL Staff reports HEPI to the B & F Committee	Staff Support
Review organizational dues and develop recommendation to Board of Directors	June 2021	ACRL Staff reports HEPI to the B & F Committee	Staff Support

Activity #4 Assessment
How will success be measured?
Board of Directors approval of the FY2022 dues recommendations

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #5	
Activity Name:	Friends' disbursements and fundraising activities
Brief Description:	Budget

Activity #5 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	

Activity #5 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Advise the Board on Friends Funds and fundraising activities	Throughout the year	Executive Director, B & F Committee	Staff Support
Advise the Board on the outcome of the ACRL 2021 Conference Scholarship Campaign	As information becomes available	Executive Director, B & F Committee	Staff Support

Activity #5 Assessment
How will success be measured?
The level of giving and number of scholarships awarded

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #6	
Activity Name:	Advise Board of Directors on potential transfers to the Long-Term Investment Fund.
Brief Description:	This represents the effort to ensure long term financial strength so that ACRL can continue to provide a wide range of services to members.

Activity #6 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	<input style="width: 150px;" type="text"/>

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
<input checked="" type="checkbox"/> Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Budget	

Activity #6 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Advise the Board of Directors concerning potential transfers from the net asset balance to the Long-Term Investment Fund	June 2021	B & F Committee, Executive Director	Staff Support

Activity #6 Assessment
How will success be measured?
Approval of recommendation by the Board of Directors

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #7	
Activity Name:	Plan and conduct orientations to Budget and Finance Committee for new committee members and new ACRL Board of Directors members.
Brief Description:	To enable a better understanding of how the budget is designed and managed

Activity #7 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
<input type="checkbox"/>	Value of Academic Libraries
<input type="checkbox"/>	Student Learning
<input type="checkbox"/>	Research and Scholarly Environment
<input type="checkbox"/>	New Roles and Changing Landscapes
<input type="checkbox"/>	Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Budget	

Activity #7 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Survey Committee members for availability	August/September, 2020	ACRL Staff	Staff Support
Plan activities for committee members' orientation	August/September, 2020	B & F Chair, Staff Liaison, Executive Director	Staff Support
Hold B & F committee members' orientation	Late September	B & F Chair, Staff Liaison, Executive Director	Staff Support
Plan orientation for new Board of Directors members	September 2020	B & F Chair, Staff Liaison, Executive Director	Staff Support
Hold orientation for new Board of Directors members/ SPOS	September 2020	B & F Chair, Staff Liaison, Executive Director	Staff Support

Activity #7 Assessment
How will success be measured?
Feedback from Survey of participants

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #8	
Activity Name:	Monitor the student membership relative to dues
Brief Description:	Budget

Activity #8 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Retention and new members	

Activity #8 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Monitoring the number of student members and whether membership is changing in response to discounted student fees.	Throughout the year	B & F Committee, Executive Director, Staff Liaison	Staff support

Activity #8 Assessment
How will success be measured?
Sustained membership and member increases

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #9	
Activity Name:	Info-graphic showing how ACRL uses it funds.
Brief Description:	Member engagement; programs and services

Activity #9 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Review results of membership activity reported by staff	

[illegible]

Activity #9 Assessment
How will success be measured?
Review outcomes relative to membership in all categories and programs

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #10	
Activity Name:	Monitor the level of the net asset balance to make recommendations to the Board of Directors.
Brief Description:	Budget

Activity #10 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
	short-term project that will be completed this membership year
X	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Ensure continued programming and a healthy association	

Activity #10 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Ensure the level of the net asset balance is sufficient enable successful programming and making recommendations to the Board of Directors.	ALA Midwinter 2022	B&F Committee and Executive Director	Staff Support

Activity #10 Assessment
How will success be measured?
Monitor balances and ensure fiscal programming is managed within budget constraints

2019–20 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2019–20 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #11	
Activity Name:	ALA Finances and Organizational Effectiveness
Brief Description:	Stay abreast of ALA finances, and implications for ACRL. Monitor ALA finances and SCOE recommendations and give input in conjunction with the ACRL Board. If there are recommendations that impact the ACRL budget, work with ACRL staff to update per approved guidelines.

Activity #11 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input checked="" type="checkbox"/> multi-year project continuing past June 30, 2020. Expected completion date: 	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Budget	

Activity #11 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review Forward Together interim report	ALA MW22	B&F Committee and Executive Director	Staff Support
Meet with BARC liaison	ALA MW21	B&F Committee and Executive Director	Staff Support
Review Forward Together final report	ALA June 2021	B&F Committee and Executive Director	Staff Support
Meet with BARC liaison	ALA June 2021	B&F Committee and Executive Director	Staff Support

Activity #11 Assessment
How will success be measured?
ALA financial and SCOE reports are distributed to and reviewed by B&F committee. If there are implications for the ACRL and Choice budgets, committee will discuss and make recommendations.

2019–20 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2019–20 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #12	
Activity Name:	Core Commitment to Equity, Diversity and Inclusion
Brief Description:	Consider how ACRL can financially support its Core Commitment to EDI. Strategically review ACRL's annual budget with consideration to impact of EDI initiatives and programming. Consider adding a Social Justice Component to the EDI Core Commitment strategies

Activity #12 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
	short-term project that will be completed this membership year
X	multi-year project continuing past June 30, 2020. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
X	Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Budget	

Activity #12 Timeline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review ACRL budget with EDI lens	ALA MW22	B&F Committee and Executive Director	Staff Support
Review ACRL budget with EDI lens,	ALA June 2022	B&F Committee and Executive Director	Staff Support

Activity #12 Assessment
How will success be measured?
The committee will monitor the ACRL budget and make recommendations while considering ACRL's Core Commitment to EDI.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL Equity, Diversity, and Inclusion Committee
Charge/Tasks:	To oversee and coordinate ACRL's Core Commitment to equity, diversity, and inclusion, as described in the strategic plan . Work with the Board and other units to initiate, advise and mobilize support for appropriate action related to issues of diversity, equity and inclusion in academic librarianship—including recruitment, advancement and retention of underrepresented groups to academic and research librarianship and the promotion of library and information services for diverse library users.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Derrick Jefferson
Vice-Chair:	Mary Beth Lock
Board liaison:	Faye A. Chadwell
Staff liaison:	Allison Payne
Other leaders:	Maisha Carey, incoming Vice-Chair

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Mary Beth Lock
Vice-Chair:	Maisha Carey
Board liaison:	Faye A. Chadwell
Staff liaison:	Allison Payne
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Mary Beth Lock/Maisha Carey	Date:	7/9/2020
Work plan submitted by:	Mary Beth Lock/Maisha Carey	Date:	8/15/2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

Committee meeting held January 8th with 8 attendees. The meeting discussed future directions including developing 3 sub-committees to work on events, mentoring, and review of existing framework documents to ensure they are still in alignment with current understanding. The group also discussed having an event at ALA Annual that would bring all doing EDI work together, regardless of division or committee to create awareness of work that each group is doing.

After ALA Annual in person was cancelled, a Committee meeting was held on June 18th, where these goals were further discussed and established, connections were made, and Maisha Carey was welcomed and on-boarded as incoming Vice Chair.

2. What were the relevant results for your projects?

We are growing awareness of our place in the EDI landscape, and establishing connections with other groups doing similar work throughout ALA and ACRL.

3. Which if any 2019–2020 projects will continue next year?

As our plans for an event were interrupted, we will continue to reimagine how we can continue to establish connections across the organizations. We will also establish the three subcommittees (events, mentoring, and Framework review) to move our work forward in these arenas.

4. What worked well?

Committee meetings allowed for enthusiastic engagement.

5. What could have worked better?

Greater attendance at meetings would have provided more input.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

We have established a goal to unite people doing EDI work, regardless of affiliation within the association. We have established connections to other committees and task forces, and have put forth a volunteer to support the work of the new EDI Assembly. In our committee meetings attendees provide information on webinars, symposiums, conferences, etc so we can be informed on other developmental opportunities. We are working in the committee to establish a community that supports everyone. While we have to be socially separated at a time when we need greater interaction and connection, we continue to support each other virtually.

7. Was there information you could have been provided before starting this project that would have made your work easier?

Some background on what the committee had done to this point might have provided good guidance. But as this arena is changing so rapidly, it might not have been essential to our work this year. Guidance from the Board that provides direction, assignments, parameters, if any, would be useful.

8. What made this work most rewarding (observations/comments/accolades)?

Opportunities to come together with like minded individuals is a balm to the chaos that is happening in the social justice sphere right now. Even if all we do is provide each other that, that is something important.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1

Activity Name:	Establish a subcommittee to provide mentorship that supports mid-career librarians
Brief Description:	Provide support for retention of underrepresented librarians, especially those going through the tenure track process. Best practices, lessons learned, where to go on your campuses to find what is important for creating dossiers. Informal, in a webinar format. Mentoring: identify mentors and mentees.

Activity #1 Timeline

How long will it take to do this project?	
continuous project assigned in charge	
short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	2022

ACRL Plan for Excellence

Check the best goal and objective.

Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion XX			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
Provide support, mentoring, and networking opportunities for underrepresented librarians in the tenure and promotion process.			
Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Construct a plan for creating a mentor/mentee program	December, 2020	Chair of subcommittee	Collaboration with others who have completed a mentor/mentee pairing. (ie. LLAMA and SustainRT)
Identify mentors/mentees	January-April, 2021	Chair of subcommittee	
Pair mentors/mentees for the academic year	May, 2021-April, 2022	Participants in the mentor/mentee pairing	
Report on progress at committee meetings	Every other Month	Mary Beth Lock	Meeting setup

Activity #1 Assessment

How will success be measured?

Mentor/mentee pairs successfully met and were mentees provide adequate support from mentors from May, 2021-May, 2022.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2

Activity Name:	Standards/Framework evaluation subcommittee
Brief Description:	Create a subcommittee to review and evaluate Standards/Framework, and ensure language is in alignment with best practices. Complete review and provide suggested edits.

Activity #2 Timeline

How long will it take to do this project?

continuous project assigned in charge

short-term project that will be completed this membership year

multi-year project continuing past June 30, 2021. Expected completion date: July, 2021

<u>ACRL Plan for Excellence</u>
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion XX
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Create subcommittee, and review/provide the charge	December, 2020	Derrick Jefferson	Discuss at initial committee meeting in August. Zoom meeting setup.
Meet every other month to review documents, provide edits	May, 2021	Derrick Jefferson	Zoom meetings setup, emails, Connect.
Report to full committee on progress at committee meetings	every other month	Derrick Jefferson	meeting setup

Activity #2 Assessment

How will success be measured?

Language in all documents is reviewed for accuracy and currency.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3

Activity Name: Events planning subcommittee

Brief Description: Create a subcommittee that can provide online workshops, speakers, conferences, to provide Professional Development opportunities throughout ACRL. Subcommittee will identify and promote existing content, and/or create new.

Activity #3 Timeline

How long will it take to do this project?	
continuous project assigned in charge	
short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	July, 2021

<u>ACRL Plan for Excellence</u>			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion XX			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
This group will provide Professional Development content to the ACRL community that expands understanding of EDI and social justice issues.			
Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form a subcommittee to discuss creation of new content/avenues for promoting existing content	October, 2021	Mary Beth Lock	Request response during August, 2020 committee call.
Identify existing content and promote it through Connect and other channels	November - July, 2021	Subcommittee lead	Connect

Identify and line up speakers to create new content before ALA annual	ALA Annual, 2021	Subcommittee lead	Connect/ALA Annual connections. Payment for speaker(s).
Report on activities to full committee at meetings	Every other month	Mary Beth Lock	Meeting setup

Activity #3 Assessment
How will success be measured?
Participation in Professional Development opportunities for those working in EDI spheres increases.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	(Dr. E. J.) Josey Spectrum Scholar Mentor Committee
Charge/Tasks:	To administer the ACRL Dr. E.J. Josey Spectrum Scholar Mentor Program whereby academic and research librarians would be recruited to serve as mentors to Spectrum Scholars; linking mentors with specific scholars; preparing guidelines and an information program to assist mentors in working with scholars; sponsoring and co-sponsoring programs on mentoring and collecting feedback on the programs; and, administer the process of selecting Spectrum Scholar recipients for ACRL Conference travel grants.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Nikhat J. Ghouse
Vice-Chair:	Ms. Veronica Arellano Douglas
Board liaison:	Faye A. Chadwell
Staff liaison:	Mr. David M. Connolly and Gwendolyn Prellwitz
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Aubrey Iglesias
Vice-Chair:	Dr. K.T. Vaughan
Board liaison:	Faye A. Chadwell
Staff liaison:	Mr. David M. Connolly and Gwendolyn Prellwitz
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Aubrey Iglesias	Date:	August 13, 2020
Work plan submitted by:	Aubrey Iglesias	Date:	August 13, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

Accomplished action items:

- Results discussed of the most recent mentee/mentor pair surveys (feedback will be used to improve mentor program)
- Two webinar descriptions drafted – for mentee tips session and another for a mentor tips session
- Initial feedback provided on improving ACRL Conference Spectrum Scholars travel grant application, eligibility/criteria, and scoring rubric

2. What were the relevant results for your projects?

- N/A -- Issues in part related to the global pandemic impacted committee's activities from being completed

3. Which if any 2019–2020 projects will continue next year?

- Edits to ACRL Conference Spectrum Scholars travel grant application, eligibility/criteria, and scoring rubric (to be finished upon the 2020-2021 Committee Chair taking leadership of the committee)

4. What worked well?

- At start of committee work, members posted introductions to ALA Connect, which established rapport among the committee members

5. What could have worked better?

- No global pandemic
- Communication – if possible, committee members who need to scale back their committee participation should inform fellow committee members (this way other committee members feel empowered to step in and help out more)

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The committee charge is centered on a commitment to equity, diversity, and inclusion.

7. Was there information you could have been provided before starting this project that would have made your work easier?

N/A

8. What made this work most rewarding (observations/comments/accolades)?

- Working with a new group of colleagues (whom I hope to eventually meet in person at upcoming conferences) on behalf of an important program

9. Any other comments, recommendations, or suggestions?

- Committee communication should primarily take place in ALA Connect (this helps future committee members understand past practices of the committee and make forward strides)
- From the mentor/mentee feedback: Participants would like opportunities to meet; some pairs apparently did not have established goals and/or did not regularly communicate
- Mentee/mentor matching did not take place during 2019-2020 but should resume in upcoming cycles

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Create mentoring program support documents
Brief Description:	Past participant feedback from surveys has indicated that some pairs are not communicating well and that some pairs are not working on specific goals. The creation of mentoring program support documents (that will be included in the welcome letters to pairings) will provide more structure to the mentor program.

Activity #1 Timeline	
How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

<u>ACRL Plan for Excellence</u>			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment			
X New Roles and Changing Landscapes			
3. Increase diversity, cultivate equity, and nurture inclusion in the academic library workforce.			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
Providing mentee/mentoring pairs with support documents we will help strengthen the mentoring experience and better support Spectrum Scholars in their upcoming career paths in the profession.			
Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Create documentation (may consist of: mentee/mentor agreement form [for partnership goals and communication plan], list of potential goals, monthly conversation topics, etc.)	August	Committee Members	ALA Connect, Google Doc
Provide final versions of documents to ACRL Staff ([except for monthly conversation topics] to have included in welcome letter to mentor/mentee pairs, an action item under Activity #3)	August/September	Committee Chair	ALA Connect, email

Email monthly conversation topics to mentee/mentor pairs	Monthly basis starting in the month that welcome emails are sent and ending in June, the last month of this committee cycle	Committee Chair (who will obtain email addresses from ACRL Staff)	Email
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Activity #1 Assessment
How will success be measured?
Success will be measured if the results from the upcoming two mentee/mentor pair surveys show more positive satisfaction with the program overall than in the previous surveys and specifically document more favorable outcomes in terms of communication and goal attainment among pairs.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	2021 ACRL Conference activity planning
Brief Description:	To promote the Spectrum Scholar Mentor Program and encourage participation of mentee/mentor pairs at the conference, committee will submit a proposal to sponsor a program on mentoring and will determine additional conference event(s) for which Mentor Program pairs can partake.

Activity #2 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
X	New Roles and Changing Landscapes

3. Increase diversity, cultivate equity, and nurture inclusion in the academic library workforce.

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Increased involvement of Spectrum Scholar mentor pairs at the ACRL Conference (and their making connections with new colleagues) will ideally help lead to an increase in inclusion of BIPOC in the profession.

Activity #2 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Determine availability of currently scheduled events at which mentee/mentor pairs may participate (including which may be delivered in a virtual format)	Fall 2020	Committee Chair and ACRL Staff	Email
Decide on event(s) and communicate to ACRL Staff	Fall 2020	Committee Members (decide on event, which may include a stand alone virtual meet-up should conference be held in virtual format); Committee Chair works with ACRL Staff to organize	ALA Connect, email, Zoom for virtual meeting (possibly)
Create and submit program proposal (that includes a plan for a virtual-format program should conference be held virtually)	Program proposals for roundtables are due by Oct. 9, 2020	Committee Vice Chair (suggested this proposal and agreed to take the lead) and Committee Members	ALA Connect
Participate in program (should proposal be accepted)	Conference in April 2021	Committee Members	ALA Connect

Activity #2 Assessment

How will success be measured?

Success will be measured by the actual numbers of invited mentees and mentors who participate in the Committee's planned conference activities in addition to the degree of positive feedback received through the ACRL Conference surveys (see Activity #4).

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Spectrum Scholar mentee and mentor matching
Brief Description:	This project involves matching interested Spectrum Scholars with mentors from academic and research libraries.

Activity #3 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
X	New Roles and Changing Landscapes
3. Increase diversity, cultivate equity, and nurture inclusion in the academic library workforce.	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Pairing Spectrum Scholars with mentors working in the field provides a support service for increasing the participation of diverse individuals in the profession and possibly later leads to increasing retention of BIPOC in academic librarianship.	

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Call for mentees	September 2020	ACRL Staff	ACRL and ALA communication resources, email
Call for mentors	September/October 2020	ACRL Staff (for broad, open call), Committee Chair (message posted to general ACRL member community; personal appeal sent via ACRLeads and Committee Chair lists with request to forward it to their member groups, etc.), and Committee Members (notifying personal contacts, etc.)	ACRL and ALA communication resources, email
Mentee and mentor matching	October 2020	Committee Members	ALA Connect, Google spreadsheet, Zoom for virtual meeting
Welcome letter sent to mentor/mentee pairs (to include: applicable program support documents from Activity #1; also to include: encourage mentees and mentors to contact the Committee Chair and ACRL staff liaison if they are unable to contact mentor/mentee or have any questions/concerns)	October 2020 (within 2 weeks of match)	ACRL Staff	ACRL and ALA communications resources
Training mentors – show recorded mentor tips session followed by live Q&A session (or provide link to recorded session ahead of Q&A)	October 2020	ACRL Staff; Q&A by Committee Chair, Vice Chair, and additional interested Committee Members	Most recently recorded mentor tips session; Zoom virtual meeting

Assessment surveys emailed to program participants and survey results emailed to Chair	Approximately January and May 2021	ACRL Staff	ACRL and ALA communication resources, email
Assessment survey results shared with Committee Members (feedback can be used for improving mentoring program in upcoming matching cycles)	Approximately January and May 2021	Committee Chair	ALA Connect

Activity #3 Assessment	
How will success be measured?	
Two assessment surveys will be emailed to the matched mentees and mentors. The first is the short survey sent after 2 months to check initial satisfaction, and the more in-depth second survey will be sent out approximately in April. Success will be measured by 70% positive ratings of the experience from respondents.	
2020–2021 Work Plan	

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	ACRL Conference Spectrum Scholar Travel Grant application review
Brief Description:	The committee will review the applications received and select recipients for the 2021 ACRL Conference Spectrum Scholar Travel Grants.

Activity #4 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	

Research and Scholarly Environment			
X New Roles and Changing Landscapes			
3. Increase diversity, cultivate equity, and nurture inclusion in the academic library workforce.			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
These conference travel grants provide support for current MLIS students within the Spectrum Scholar Program to participate in ACRL's national conference, where they will ideally feel welcomed and connect with library student peers and professional academic librarians alike; conference participation will ideally help lead Spectrum Scholars to working in professional roles in academic librarianship.			
Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Invite eligible Spectrum Scholars to apply for ACRL Conference Spectrum Scholar travel grant	September 2020	ACRL Staff	ACRL and ALA communication resources, email
Review submitted applications	November 2020	ACRL Staff and Committee Members	ALA Connect, email, Google spreadsheet and folder
Committee meets to select recipients	November/early December 2020	Committee Members	ALA Connect
Notification of conference grant recipients (to include announcement / invitation to Committee's ACRL Conference-related activities as determined from Activity #2; should conference be held virtually, grant award will likely need to be	December 2020	ACRL Staff	ACRL and ALA communication resources

adjusted such as to apply to virtual conference registration)			
Conference survey emailed to grant recipients; Chair to share results with Committee Members	Post ACRL Conference April/May 2021	ACRL Staff and Committee Chair	ACRL and ALA communication resources, email, possibly Google Forms survey

Activity #4 Assessment
How will success be measured?
Grant recipients will receive a short survey (either survey created by 2018-2019 committee or newly created Google Forms survey) with check boxes and short answers to detail what was achieved through conference attendance. For instance: connecting with your E.J. Josey mentor? Connecting with another mentor? Meeting other library professionals? Takeaways from presentations?
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #5	
Activity Name:	Year-end discussion to aid future committee work
Brief Description:	Committee members provide feedback to facilitate future committee work, such as ideas for potential future committee activities.

Activity #5 Timeline	
How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment

X New Roles and Changing Landscapes

1. Deepen ACRL's advocacy and support for the full range of the academic library workforce.

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Ending the committee year with reflection of work that has been done and formulating potential future committee activities should help result in deepening the committee's long-term ability to fulfill the committee charge with the work subsequently accomplished by the next committee year cycle.

Activity #5 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Brainstorm ideas, in virtual meeting or through ALA Connect posts	May/June 2021	Committee Members	ALA Connect, Zoom virtual meeting platform (possibly)
Compile summary of proposed ideas	June 2021	Committee Chair	ALA Connect

Activity #5 Assessment

How will success be measured?

Success will be measured by subsequent committees...

- including our suggestions into their work;
- undertaking a similar year-end discussion as one of their activities, and/or;
- communicating their appreciation of the compilation of proposed ideas.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	2020 ACRL Excellence in Academic Libraries Award Committee
Charge/Tasks:	To identify worthy nominees and encourage their application, market the availability of and application process for award to the academic community, facilitate the completion of the application process, select award winners, monitor applicant pools and application updates, and recommend changes to award web site information.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Cheryl Middleton
Vice-Chair:	Lauren Pressley
Board liaison:	Lauren Pressley
Staff liaison:	Chase Ollis
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Lauren Pressley
Vice-Chair:	Karen Munroe
Board liaison:	Karen Munroe
Staff liaison:	Chase Ollis
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Cheryl Middleton	Date:	September 24, 2020
Work plan submitted by:		Date:	

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

The committee solicited, marketed and vetted nominations for the 2020 ACRL Excellence in Academic Library Awards and selected the winning nominations for the 3 categories of the award.

The committee also had extensive discussions about projects that we would like to work on after the completion of our primary assignment. Unfortunately CoVid-19 and the retirement of the committee chair, Cheryl Middleton, impacted the competition of many of the ideas that we generated for further work.

2. What were the relevant results for your projects?

Following on the previous year's committee work, we sought to increase the number of nominations of community colleges.

As encountered with the previous committee, we also had submissions to the University category that might have been more appropriate for the College category. The pool for University categories was robust.

The 2020 Awards were made in three categories and the results publicized by ACRL
<http://www.ala.org/acrl/awards/achievementawards/excellenceacademic>

3. Which if any 2019–2020 projects will continue next year?

This committee will continue discharge the duties outlined in the charge, to solicit, evaluate and select awardees for the ACRL Excellence in Academic Libraries Awards in three categories: community college, college and university.

4. What worked well?

Good supporting materials built on previous committee work, excellent support and timely from our staff liaison, Chase Ollis. A diversity of perspectives from committee members from the three types of library categories.

5. What could have worked better?

Page limits on the nomination packets. There was such an uneven approach to the nomination packets from nominees. Submissions ranged from one pagers to some that were over 50 pages long. The longer submissions were often a list of every activity that the library was engaged in rather than focusing on

outcomes of key activities that supported the criteria of the award. There were also some complications when applicants with large packets were unable to submit their nominations resulting confusion.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The committee itself was diverse in its makeup both in the individuals that made up the committee and the types of institutions they represented.

7. Was there information you could have been provided before starting this project that would have made your work easier?

I was prepared for the work from my previous work with this committee and other ACRL award committee work I had been engaged in the past. I wish there was a way to prepare the incoming members for the work. It is important that the chair with the support of the continuing members of the committee to provide a welcoming environment that is open to suggestion and input from all committee members. However, the chair and returning members of the committee should be prepared to provide context and structure for the awards process.

8. What made this work most rewarding (observations/comments/accolades)?

Reading and learning the many, many accomplishments of our colleagues in our profession on behalf of their communities. I wish we could give more awards. Working with committee members from across the country and a variety of library types. Each member brought their expertise and enthusiasm to the important work of this committee. I especially want to call out Jackie Bryant for her support and willingness to step up in conversations. She was also instrumental in helping us get the word out about the awards to our Community College colleagues.

9. Any other comments, recommendations, or suggestions?

Develop an EDI component to the award criteria
Suggest a page limit of 30 maximum
Review the categories for the awards, currently institutions self select category and the committee was concerned about lack of alignment between a self-selected category and actual award category.



Division-level Committee Year-end Report and Work Plan Template

Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: **ACRL External Liaisons Committee**

Charge/Tasks: Oversees and coordinates the ACRL liaison relationship activities across all levels of the association; establishes and manages processes of establishing liaison relationships and provides common guidelines for appointing liaisons to the ACRL units managing liaison relationships; assesses effectiveness of the liaison program and makes recommendations for its improvement; communicates assessment findings with board and future directions for the liaison program.

Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the "Next Year" link to view 2020–21 roster information.

- Current Chair (2019–20): Susie Skarl
- Vice-Chair (2019–20): Farzaneh Razzaghi
- Incoming Chair (2020–21): Rachel Minkin
- Incoming Vice-Chair (2020–21): Chris Ruotolo
- Board Liaison (2019–20): Emily Daly
- Board Liaison (2020–21): Jessica Brangiel
- Staff Liaison: Allison Payne

Submission information

Year-end report written by: Farzaneh Razzaghi and Susie Skarl

Work plan submitted by: Rachel Minkin

2019–20 Year-end Committee Report

This report will be included in the Committee's official record of activities maintained by the ACRL staff.

What were the major projects/activities accomplished by your committee in the 2019–20 membership year?

A brief bulleted list is suggested here; reference 2018–19 work plan projects

Throughout the 2019-2020 committee year, the External Liaisons Committee worked toward:

- *Developing strategies for future directions of the liaison program*
- *Improving communication and concerns of liaisons that were addressed in external liaison survey from the previous year.*
- *Out of an available \$30,000 in FY20, 11 funding requests were granted for a total of \$12,300.*

How did you go about getting them done?

A brief bulleted list is suggested (correspond bullets to those above)

- *Encouraged ACRL units to explore liaisons and work with other associations.*
- *Endeavored to deepen advocacy, education, and support for liaison work.*
- *Discussed options for improving communications to be explored through the creation of future ad hoc sub-groups.*

What were the relevant results for your projects?

A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).

Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)

- *Worked with ACRL units to appoint/reappoint organizational liaisons, offering guidance in generating calls for participation as well as general suggestions for vetting applicants and ensuring appropriate onboarding for new liaisons*
- *Focused on suggestions, issues, and feedback obtained in an in-depth 2019 external liaisons survey to improve communication and address future training.*
- *Discussed a need for more robust training/onboarding documentation.*
- *Agreed that incoming vice-chair will serve as the point person for Grants to ensure continuity.*

Are any 2019–20 projects ongoing?

- *Improve communication with and resources for incoming and established liaisons.*
- *Our work as the reviewer of the grants proposal ends at some point; therefore, there are not any ongoing projects or issues with that part of the committee work.*

What worked well?

A brief bulleted list is suggested here: As in previous years, committee members were attentive and contributed to ongoing discussions and/or committee work.

- *The ACRL staff liaison provided all pertinent information regarding committee work, historical background, and general expectations; communication and support were excellent.*
- *The liaisons survey from 2019 provided helpful insights of what is working and what could be improved.*
- *This year, the grant proposal came in early and it was much more organized than previous year with less questions from the liaisons. It might have been due to the fact that each liaison received a copy of the guideline and criteria for applying for grant.*
- *Including in the liaisons guideline for requiring travel report before submitting for another travel request helped to receive reports from everyone.*

What could have worked better?

A brief bulleted list is suggested here

- *Due to unprecedented times with COVID-19, plans for the 2019-20 committee were not fully accomplished.*
- *Attendance at in-person meetings during ALA MW and ALA Annual has continued to decline, as in previous years. Additionally, due to COVID-19, ALA 2020 was canceled. Providing regularly scheduled virtual meetings with liaisons, in addition to an online discussion venue (e.g., Slack, Google Docs, etc.) may improve engagement, productivity, and further success for the external liaisons.*
- *A more thorough job of onboarding our work to incoming committee members continues to be necessary*

How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

As equity, diversity, and inclusion are fundamental values of ACRL and its members, and diversity is listed as one of ALA's Key Action Areas, the External Liaisons Committee worked with ACRL units to address all three areas when recruiting and appointing liaisons). The liaison award sub-committee was very objective in reviewing all the proposals submitted for the grant, and reviewed each proposal based on the quality and merit, and not based on any other factors.

What do you wish someone had told you before starting work on this committee?

Now that the name is officially the External Liaisons Committee, we are hoping that interested committee members will realize that we are not focusing on traditional subject liaison activities. It would also be helpful if members learn more about the structure of all the liaison committees and how they work together. We think a brief training session for new committee members would be helpful, which would include learning about the committee's charge, procedures, outreach, engagement, and both the success stories and the concerns of external liaisons. Having a knowledgeable committee from the beginning will definitely be beneficial not only to the committee members, but to the entire group of external liaisons.

What made this work most rewarding (observations/comments/accolades)?

We would agree with observations from last year: Committee members were active, knowledgeable, and conscientious and some of the long-term liaisons are excellent mentors. Additionally, the grant sub-committee members were very active, knowledgeable about their work, and fair in their assessment of each proposal. The committee had a great support from the ACRL board and staff liaisons. The committee received responses to all their questions in a very timely manner.

Any other comments, recommendations, or suggestions?

The committee supports the idea of trying to recruit liaisons to serve on this committee to help and improve the services we are trying to provide due to their experiences as the liaison.

2020–21 Committee Work Plan

Note: Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

Activity/Project Name

Grants

Brief Description

ELC awards grant monies to qualified liaisons in order to facilitate their travel and participation

Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

☐ **Value of Academic Libraries**

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.

- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.
- ☐ **New Roles and Changing Landscapes**
- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

Brief sentence connecting your project to the Plan

By providing liaisons funding to attend non-library affiliated conferences and meetings we will be able to promote and advocate the libraries and the librarians professional value in the society, and for the research. ACRL library liaisons can provide valuable information to other professionals that can enhance their work and possibly research agenda

Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: _____)

Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Announce the application deadline for applying for the Grant	Deadline to receive the application for the fall is August 31, 2020, and spring 2020 is September 15, 2020	Vice-chair of External Liaisons Committee	May need some technology assistance for online communications or online meetings
Forward the applications to the grant task force members for their review.	By no later than September 8, 2020 for the fall applications	Vice-chair of External Liaisons Committee	none
Schedule a conference (Zoom) call with the committee members to discuss the applications	Between September 10-20 of 2020	Vice-chair of External Liaisons Committee	Will need assistance for access to technology to conduct the remote meetings

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
and make the final selection.			
Send a letter of acceptance to all the applicants who have been selected for the grant.	By no later than October 1, 2020	Vice-chair of External Liaisons Committee	May need assistance from the ACRL Liaison Grant committee

Assessment: How will success be measured?

The success of the committee will be measured by how on a timely manner the request for the applications are announced, how timely the applications are reviewed by the committee members, and how successfully communications between the chair, committee members and the liaisons made the funding available to all the qualified applicants.

Activity/Project Name

Reviewing documentation, including policy/ procedure for new combined unit

Brief Description

Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

☐ Value of Academic Libraries

- ☐ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☐ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.

- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.
- ☐ **New Roles and Changing Landscapes**
- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.
- ☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**
- ☒ **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

Brief sentence connecting your project to the Plan

Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: _____)

Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Continuous review	ongoing	Chair/ vice chair	ALA staff as needed

Assessment: How will success be measured?

Not measurable, just needs to be done for future iterations of committee

Activity/Project Name

Peer to Peer Liaison Development Panels

Brief Description

Twice yearly liaison assembly gathering, preferably hosted by liaisons, to communicate best practices etc

Goal Area

Select the *single* best connection to the ACRL Plan for Excellence and provide a brief sentence connecting your project to the Plan.

- ☒ **Value of Academic Libraries**

- ☒ 1. Cultivate research opportunities that communicate the impact of academic and research libraries in the higher education environment.
- ☒ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☒ 3. Expand professional development opportunities for assessment and advocacy of the contributions towards impact of academic libraries.
- ☒ 4. Support libraries in articulating their role in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ **Student Learning**

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ **Research and Scholarly Environment**

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open and equitable system.

☐ **New Roles and Changing Landscapes**

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☐ **Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.**

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Brief sentence connecting your project to the Plan

Successful external liaisons are an advocate for academic libraries, and the profession as a whole- promoting the impact and value of academic libraries to the higher education community

Timeline

- ☒ continuous project assigned in charge
- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: _____)

Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

Outline the steps and intermediate deadlines planned to complete the project.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Call for Liaison Volunteer(s) to speak on their own practice (Winter topic: new	November 2, 2020; April 5, 2021	Vice-chair of External Liaisons Committee	none

to liaisonship, Spring topic: honing your craft)			
If no volunteers, solicit other possible speakers	November 16, 2020; April 19, 2021	Chair & Vice-chair of External Liaisons Committee	May need to source ideas via ALA staff
Confirm speakers and set dates	November 30, 2020; May 3, 2021	Vice-chair of External Liaisons Committee	none
Promote	December 2020; May 2021	Vice-chair of External Liaisons Committee	ACRL list
Tentative schedule	Jan 28 2021; June 8 2021		

Assessment: How will success be measured?

Attendance count, small poll after mtg



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Government Relations Committee
Charge/Tasks:	Collaborate with ALA leadership to draft the ACRL legislative agenda. This document will speak to legislation and emerging issues of political import to higher education and academic libraries.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Amy Bush
Vice-Chair:	***None***
Board liaison:	Jacquelyn Bryant
Staff liaison:	Kara Malenfant
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Kevin Walker
Vice-Chair:	Erik Nordberg
Board liaison:	Jacquelyn Bryant
Staff liaison:	Kara Malenfant
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Amy Bush	Date:	June 30, 2020
Work plan submitted by:	Kevin Walker	Date:	June 30, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

The Government Relations Committee drafted the 2020 ACRL Legislative Agenda.

2. What were the relevant results for your projects?

The Government Relations Committee completed the 2020 ACRL Legislative Agenda. On March 17, 2020, the Legislative Agenda was approved by the ACRL Board of Directors.

3. Which if any 2019–2020 projects will continue next year?

The 2021 ACRL Legislative Agenda

4. What worked well?

1. Dividing up the work amongst the committee members- one committee member per issue.
2. Soliciting legislative agenda recommendations from ACRL Committee Chairs and ACRL Leaders.
3. Staff from ALA's Public Policy and Advocacy office reviewed and provided valuable suggestions prior to submitting the Legislative Agenda to the board for approval.

5. What could have worked better?

It would have worked better if the committee had begun meeting earlier in the term. This was an odd year, because our original Chair was unresponsive for a couple months and it was decided that the Vice-Chair step in as acting Chair. Due to this rocky start, the committee's first meeting was delayed until November 4, 2019.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Some of the issues we covered in the Legislative Agenda touched on equity, diversity, and inclusion.

7. Was there information you could have been provided before starting this project that would have made your work easier?

Yes, but only because of the odd circumstances of not first serving at vice-chair. Our staff liaison, Kara Malenfant, was wonderful and she went above and beyond to help, throughout the year.

8. What made this work most rewarding (observations/comments/accolades)?

The aftermath of knowing that advocacy is being dedicated to the Legislative Agenda's issues that affect our academic libraries.

9. Any other comments, recommendations, or suggestions?

If either a chair or vice-chair become unresponsive and/or inactive, I suggest perhaps appointing a member of the committee to take over the role. I think it is imperative to have both a chair and vice-chair, for training purposes and for load balancing.

2020–21 Work Plan

Committee Name & Charge

Committee Name:	Government Relations Committee
Charge/Tasks:	Collaborate with ALA leadership to draft the ACRL legislative agenda. This document will speak to legislation and emerging issues of political import to higher education and academic libraries.

2019–20 Leadership (terms: July 1, 2020–June 30, 2021)

Chair:	Kevin Walker
Vice-Chair:	Erik Nordberg
Board liaison:	Jacquelyn Bryant
Staff liaison:	Kara Malenfant
Other leaders:	

Work Plan Activity #1

Activity Name:	ACRL Legislative Agenda
Brief Description:	This committee will draft and revise the Legislative Agenda to provide background information for ACRL Board, staff, and members, to advocate effectively around national legislative policy issues important to academic libraries and higher education.

Activity #1 Timeline

How long will it take to do this project?	
<input checked="" type="checkbox"/> continuous project assigned in charge	
<input type="checkbox"/> short-term project that will be completed this membership year	
<input type="checkbox"/> multi-year project continuing past June 30, 2020. Expected completion date:	<input type="text"/>

[ACRL Plan for Excellence](#)

Check the best goal and objective.

Value of Academic Libraries

Student Learning

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
The ACRL Legislative Agenda acts as a road map to support advocacy for legislation and policies which will positively impact higher education, enabling effective programs and services.	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Send out introductions and welcome committee members.	July 1, 2020	Chair	None
Initial conference call to introduce members to each other and review the work of the committee.	July 31, 2020	Chair	None
Solicit and collect legislative issues from ACRL and ALA committees.	September 1, 2020	Chair	None
Review 2019 Agenda and discuss what should be kept and removed.	September 30, 2020	Committee	None
Decide on initial emerging and ongoing legislative issues to be considered for final Agenda.	October 9, 2020	Committee	None
Draft Legislative Agenda.	November 13, 2020	Committee	Use Google Docs to compose
Edit and prepare for submission.	December 1, 2020	Committee	Google Docs.
Submit penultimate draft to ACRL Staff Liaison for copy editing.	Feb 5, 2021	Chair	None
Submit final agenda, with Board action form to ACRL office for virtual vote.	April 2, 2021	Chair	None

Activity #1 Assessment
How will success be measured?
<p>Successful completion and approval of the Legislative Agenda by the Board.</p>



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Immersion Program Committee
Charge/Tasks:	The Immersion Program Committee acts as an oversight council for the Immersion Program and works closely with Immersion Program faculty and ACRL staff to market and promote Immersion Program, develop conference programming related to the Immersion Program, sustain the community of Immersion Program alumni and cultivate their engagement, support assessment efforts, and review applications for the Immersion Program scholarships.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Anne Behler
Vice-Chair:	Karen Sobel
Board liaison:	Caroline Fuchs
Staff liaison:	Margot Conahan
Other leaders:	Daisy Benson, Immersion Program Facilitator

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Karen Sobel
Vice-Chair:	Nicole Pagowski
Board liaison:	Caroline Fuchs
Staff liaison:	Margot Conahan
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Anne Behler	Date:	July 23, 2020
Work plan submitted by:	Karen Sobel	Date:	July 23, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- Updates to Immersion Scholarship description and evaluation rubric, based on updates to the program itself
- Updates to Immersion web page and marketing language to reflect changes to the program
- Revised questions asked of scholarship applicants and updated instructions for supervisors' letters of support

Of note: Due to COVID-19, the 2020 Immersion Program was canceled, and thus no scholarship applications were reviewed this term, and the committee's work was cut short.

2. What were the relevant results for your projects?

- A program and scholarship description that reflect Immersion's new curriculum, and therefore will more clearly let applicants know what type of program experience they are signing up for.
- A prompt for supervisors that will hopefully garner more helpful information when it comes to evaluating candidates for the scholarship
- A rubric that is clear and provides guidelines for how to apply each rating level.

3. Which if any 2019–2020 projects will continue next year?

- Continued communication with Immersion Facilitators and ACRL staff to ensure consistency in messaging about the program.
- scholarship review and selection of recipients

4. What worked well?

Used feedback from last year to revise the scholarship rubric. Collected feedback about the process to improve the form next year.

5. What could have worked better?

When the pandemic hit, work just halted. This is understandable, but communication from ACRL and/or the facilitators about what they are working on in terms of next steps would have been incredibly helpful.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The commitment to EDI is clear in our efforts to improve the scholarship evaluation rubric, to ensure that we are giving each individual the fairest evaluation possible.

7. Was there information you could have been provided before starting this project that would have made your work easier?

NA

8. What made this work most rewarding (observations/comments/accolades)?

Though the work was cut short and we did not have the opportunity to test drive the finalized evaluation rubric, the conversations that we had through the process, and the mindful choices made, I believe, stand to greatly improve the evaluation process for future committees, and will enable the committee to give applicants a more objective assessment.

9. Any other comments, recommendations, or suggestions?

The Immersion Program has undergone significant changes -- new curriculum, new facilitators. Even though the website provides a good overview of the revised program, past attendees who recommend the program to colleagues still think it is exclusively for instruction librarians, and often still refer to tracks, but it is open to librarians who have a different focus. We recommend serious consideration be given to renaming the program to reflect the significant refocus in curriculum.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Work with ACRL liaison to review marketing for Immersion Program
Brief Description:	~Review program description on website to ensure clear messaging about program content/focus ~Collaborate with ACRL on marketing methods and schedule. Are there ways the committee can help with marketing?

Activity #1 Timeline	
How long will it take to do this project?	
x	continuous project assigned in charge short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review Immersion Program web site & develop recommendations	October 2020	Committee	
Collaborate with ACRL staff on marketing timeline, methods, support	Ongoing	Chair/Vice-Chair	
Explore ALA program possibility and establish timeline for future action	Fall 2020	Committee	

Activity #1 Assessment
How will success be measured?
<ul style="list-style-type: none"> - Successful language clarification on web site - will lean on colleagues to review for clarity - Documented plan for future ALA program, including timeline, program description, and language for call for presenter(s)

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Review and select Immersion Scholarship awardees
Brief Description:	Review applications per criteria and select recipients.

Activity #2 Timeline	
How long will it take to do this project?	
x	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
x	Research and Scholarly Environment
	New Roles and Changing Landscapes
x	Core Commitment to Equity, Diversity & Inclusion
	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
<p>The Immersion Scholarship enables librarians from diverse backgrounds and/or who support students from diverse backgrounds to attend the Immersion Program.</p>	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Establish scholarship review subcommittee	February 2021	Chair/Vice-Chair	
Review scholarship applications	March/April 2021	Review subcommittee	
Hold selection meeting & notify ACRL liaison	April 2021	Review subcommittee	

Activity #2 Assessment
How will success be measured?
Successful selection of qualified scholarship candidates.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Hold an informational webinar about the Immersion Program
Brief Description:	Work with Immersion facilitators to offer a webinar that informs attendees about the content of the program and what they can expect to glean from attendance.

Activity #3 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	<input style="width: 150px;" type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
X	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Such a program will connect attendees with an opportunity to engage with a program that works to expand participants' ways of knowing and practicing librarianship.	

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form subcommittee to plan webinar	October 2020	Chair/Vice-chair	
Develop webinar, invite presenters, establish timeline and medium	Fall 2020	Subcommittee	
Present Webinar	Early Spring 2021	Subcommittee	Staff support and webinar platform use

Activity #3 Assessment
How will success be measured?



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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	New Roles & Changing Landscapes Committee
Charge/Tasks:	To oversee and implement ACRL's New Roles and Changing Landscapes goal, as described in the strategic plan; work with the ACRL Board and other ACRL units in creating a comprehensive effort including coalition building, professional development, publications, research, advocacy, diversity, and consultation services and in developing the ACRL New Roles and Changing Landscapes Initiative; and monitor and assess the effectiveness of this initiative.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2020)	
Chair:	Dr. Jolie O. Graybill
Vice-Chair:	Erin Smith
Board liaison:	Jeanne Davidson
Staff liaison:	Erin Nevius
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Erin Smith
Vice-Chair:	Marilyn Myers
Board liaison:	Jeanne Davidson
Staff liaison:	Erin Nevius
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Dr. Jolie O. Graybill	Date:	7/13/2020

Work plan submitted by:	Erin Smith	Date:	
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2019–2020 Year-end Report

This report will be included in the committee’s official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- The Open Educational Resources and Affordability RoadShow was developed by the Committee with a call for curriculum designers/presenters from which the Committee interviewed and selected four designers/presenters. The RoadShow was scheduled to debut at ALA Annual 2020 but was delayed due to the conference cancellation and pandemic; an online version is scheduled to launch fall 2020.
- The Leading Change course is an asynchronous online learning course designed to give library teams the capability and confidence to lead change in their academic library and on their campus. Three curriculum designers were hired in February 2019 and submitted their final draft in July 2020. This project grew to include a Phase 2 (Change Course Phase 2 – Digital Cohort Model) scheduled for fall 2020.
- Diversity Pipeline reboot
- Identified next constellation topic with input from the Board: User Experience/Anthropology

2. What were the relevant results for your projects?

- The Open Educational Resources and Affordability RoadShow was developed, an open and competitive call for curriculum designers/presenters launched, final candidates interviewed and hired, and the initial draft of the curriculum completed and reviewed by NRCL OER subgroup..
- The Leading Change online learning course has progressed to near completion and launch, with a Phase 2 Digital Cohort Model emerging.
- Diversity Pipeline constellation re-worked to be more manageable for committee size with initial focus of work on 3 of the 6 original “fishbone” topics.

3. Which if any 2019–2020 projects will continue next year?

- The Leading Change course Phase 1 launch and Phase 2 Change Course Phase 2 – Digital Cohort Model.
- Diversity Pipeline focusing on 3 of the 6 “fishbone” components, and then moving next year to the next 3 components.
- Newly identified next constellation, User Experience/Anthropology.
- Open Educational Resources and Affordability RoadShow launch and oversight.

4. What worked well?

Two of the constellation projects really took off and materialized into excellent projects, the Open Educational Resources & Affordability RoadShow and the Leading Change course Phase 1 which also grew into Phase 2 Digital Cohort Model.

We were also able to identify, with input from ACRL leadership – a new constellation project focus of User Experience/Anthropology.

5. What could have worked better?

The Diversity Pipeline constellation project got put on hold last year due to the committee accepting the CUPA HR project that had a deadline of June 2019, and was a project that required the entire committee accepting responsibilities and tasks in order to complete. Because of the interruption, it has presented some challenges in getting the committee back on board/track, as well as excited to move forward. The Diversity Pipeline project is complicated and multi-faceted, and the committee was able to re-evaluate how the work was structured making a decision to concentrate on 3 facets initially and move on to the other 3 facets as a part of next year's work.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The Diversity Pipeline constellation project focuses solely on a demonstrated commitment to equity, diversity, and inclusion and the intention of the work is to have an impact within ACRL and beyond ACRL.

7. Was there information you could have been provided before starting this project that would have made your work easier?

8. What made this work most rewarding (observations/comments/accolades)?

The NRCL committee members involved have made the committee work rewarding; the way our two main projects have moved along growing into viable projects with actual launch dates; and the one project growing into a Phase 2 Digital Cohort; identifying how to break the Diversity Pipeline project into more manageable pieces as well as successfully identifying a viable new constellation project.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Open Educational Resources and Affordability RoadShow
Brief Description:	We plan to launch an online version of the Roadshow in fall 2020. As was noted in our 2019-2020 Year End Report, this RoadShow was scheduled to debut as a face-to-face

experience at ALA Annual 2020 but was delayed due to the conference cancellation and pandemic. In addition to the launch of the online Roadshow, committee will continue the work of identifying and integrating long-term oversight responsibilities.

Activity #1 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
<input checked="" type="checkbox"/>	New Roles and Changing Landscapes 1. Deepen ACRL's advocacy and support for the full range of the academic library workforce.
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
The OER and Affordability RoadShow is being developed to provide support for librarians currently working with and/or planning to work with these resources.	
Activity #1 Outline	
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.	
Specific Action	<div>Due Date</div> <div>Party Responsible</div> <div>Resources Needed (e.g., financial, tech, staff support)</div>

Launch online version of Roadshow	Fall 2020/Winter 2021	OER & Affordability Roadshow Subcommittee	TBD
Determine a structure for on-going oversight of the Roadshow	June 2021	OER & Affordability Roadshow Subcommittee	TBD

Activity #1 Assessment
How will success be measured?
<p>The OER Roadshow will be successful if (1) it is made available in an online format, (2) it is “attended,” and (3) it is well-regarded. Availability will be measured by a successful launch of the program along with other Roadshow offerings (hopefully prior to Jan 1, 2021).</p>
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five

activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Launch of Fostering Change: A Team-Based Guide for Libraries & Development of an Optional Digital Cohort
Brief Description:	Previously referred to as "The Change Course" this online guide will give library teams the capability and confidence to lead change in their academic library and on their campus. It is currently undergoing final review and will be available to the public, free of charge, in fall 2020. This year, we will work with curriculum designers to develop a Digital Cohort extension of the original project.

Activity #2 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
2. Equip the academic library workforce to effectively lead, manage, and embrace change, advocate for their communities, and serve as a catalyst for transformational change in higher education
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
The Fostering Change guide will equip the library workforce, at all levels, to effectively lead, manage and embrace change on their campuses by providing a framework for thinking about change and a toolkit for leading, managing and assessing change processes.

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Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Completion and design of the Guide	October 2020	NRCL Change Course Subcommittee/Curriculum Designers/ACRL Pubs	Production, release of online guide
Selection of Cohort Leaders	Spring 2021	NRCL Change Course Subcommittee/Curriculum Designers	Development of Cost Model for the Cohort
Selection of Cohort Participants	Spring 2021	NRCL Change Course Subcommittee/Cohort Leaders	Support for a call for participation
Completion of Cohort Model Content	Spring/Summer 2021	NRCL Change Course Subcommittee/Cohort Leaders	Possible tech/platform support

Activity #2 Assessment
How will success be measured?
The Fostering Change Guide project will be successful if (1) the course is completed by the instructional designers, (2) institutional change teams take the course, and (3) the course promotes change and innovation at individual institutions.

The Online Guide

Completion and design will be successful if finished by September 1, 2020. Use will be measured by numbers of institutions that take the course – the first year will set a baseline with a goal of increasing use each year. Instructional designers/cohort leaders have embedded assessment measures in the course itself in order to evaluate if the course promoted change and innovation.

Digital Cohort

Cohort project will be successful if cohort leaders have been selected by September 1, 2020 and participants have been selected for the program by December 1, 2020. Instructional designers/cohort leaders will embed assessment measures in the experience in order to evaluate if the course promoted change and innovation.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Diversity Pipeline
Brief Description:	<p>The goal of the Diversity Pipeline project is to identify ways ACRL can support EDI initiatives by thinking about barriers/opportunities at specific educational and career points. This year, we will focus on:</p> <ol style="list-style-type: none"> 1. How can ACRL work with i/library schools to encourage individuals who identify with under-represented groups to pursue MLIS degrees and persist to graduation? 2. How can ACRL help new librarians from diverse backgrounds navigate their first 100 days in their professional roles? 3. How can ACRL help academic librarians retain employees by creating inclusive and equitable environments?

Activity #3 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment			
X New Roles and Changing Landscapes 3. Increase diversity, cultivate equity, and nurture inclusion in the academic library workforce.			
X Core Commitment to Equity, Diversity & Inclusion Enabling Programs and Services (education, advocacy, publications, or member engagement) Provide a brief sentence connecting your project to the goal area and objective you selected: The goal of the Diversity Pipeline project is to explore ways in which new roles and changing landscapes provide opportunities for (1) ACRL to support libraries and related organizations (e.g., library schools) in their efforts to increase diversity, cultivate equity and nurture inclusion; and (2) participation in the library workforce from a broader range of individuals.			
Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Explore opportunities & recommend support structures with/for i/library schools related to EDI initiatives	June 30, 2021	Diversity Pipeline MLIS Subcommittee	TBD
Explore opportunities & recommend support structures for libraries in order to support new professionals from diverse backgrounds	June 30, 2021	Diversity Pipeline New Professionals Subcommittee	TBD
Explore opportunities & recommend support structures for libraries related to the retention	June 30, 2021	Diversity Pipeline Retention Subcommittee	TBD

of professionals from diverse backgrounds			

Activity #3 Assessment

How will success be measured?

The identification of unique and specific needs and opportunities to advance EDI initiatives in the three areas identified and the subsequent development of recommendations for ACRL. The “shape” of these recommendations is amorphous at this stage, and may vary drastically from one group to the next based on identified needs.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4

Activity Name:	User Experience/Anthropology Constellation
Brief Description:	NRCL will begin the development of a constellation of support mechanisms for librarians responsible for User Experience. This role was selected for our next project because of the drastic changes the COVID-19 pandemic has brought not just to our landscape, but to our world.

Activity #4 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/> continuous project assigned in charge	
<input type="checkbox"/> short-term project that will be completed this membership year	
<input checked="" type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	June 30, 2022

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes 1. Deepen ACRL's advocacy and support for a full range of information professionals.
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
This project will deepen ACRL's advocacy and support for librarians who work as User Experience/Anthropology Librarians. This project follows on the heels of our OER Librarian constellation project, which resulted in the OER and Affordability RoadShow.
Activity #4 Outline
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Identify a sub-committee to lead this work	September 2020	NRCL Chair	NA
Determine the scope and possible outcomes of this project, paying particular attention to changes to library spaces and practices made necessary by the COVID-19 pandemic	June 2021	User Experience/Anthropology Librarian Sub-committee	TBD
Launch resulting initiative	2021-2022	User Experience/Anthropology Librarian Sub-committee	TBD

Activity #4 Assessment
How will success be measured?
The success of the first year of this initiative will be measured by the committee's progress toward real and specific plans to support User Experience/Anthropology Librarians. Ultimately, the constellation will be successful if the initiatives proposed and developed are used and well-regarded.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL Professional Development Committee
Charge/Tasks:	To advise ACRL staff on matters related to professional development needs assessment, program development and evaluation, and elearning. Responsible for selecting and allocating funding to annual conference programs, selecting Midwinter workshops and institutes and Annual Conference preconferences, and awarding scholarships.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Carrie Dunham-LaGree
Vice-Chair:	Rachel Besara
Board liaison:	Jon Cawthorne
Staff liaison:	Margot Conahan
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Rachel Besara
Vice-Chair:	Jodie Borerding
Board liaison:	Julie Ann Garrison
Staff liaison:	Margot Conahan
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Rachel Besara	Date:	9/1/20
Work plan submitted by:	Rachel Besara	Date:	9/1/20

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

The major project was the evaluation ACRL program proposals for presentation at ALA Annual 2020.

2. What were the relevant results for your projects?

The committee reviewed 79 program submissions, with approximately accepted to be 20 presented at ALA Annual.

3. Which if any 2019–2020 projects will continue next year?

None (cycle completed in Fall 2019).

4. What worked well?

The rubric and communication strategy among members worked well. That the number of submissions was down a little from the previous year also made the workload a little lighter/more manageable than previous years. So many thanks are due to Margot for her support of the committee.

5. What could have worked better?

Perhaps an emailed timeline to the committee leadership that went beyond the end of the review period would be helpful (this report might have been more timely). However, the COVID-19 Pandemic sent so much in disarray for so many members that even that aid might not have been helpful (this has not been a normal year since March).

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

EDI criteria is embedded in our proposal evaluation rubric and directly impacts the scoring of each proposal.

7. Was there information you could have been provided before starting this project that would have made your work easier?

The timeline and email information was really helpful. I don't recall an online meeting like we had in late summer 2020 in 2019. This was an improvement.

8. What made this work most rewarding (observations/comments/accolades)?

Hearing positive things about the experiences of attendees at the conference. (Relatively low-level because the conference pivoted online.). I and other members have said how enriching it is to be able to see the proposals.

9. Any other comments, recommendations, or suggestions?

Send out more reminders and continue to practice patience and provide grace to each other – the pandemic and related fiscal and caretaking challenges are going to put a major strain on our volunteers.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Review and select ACRL 2021 ALA Annual Conference Proposals
Brief Description:	

Activity #1 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>	

<u>ACRL Plan for Excellence</u>			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
X Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
The work of the PDC supports the infrastructure of ACRL in providing peer review using criteria-based assessment and facilitation to identify quality programming for the benefit of organization. Selection of ALA Annual Conference Programs directly impacts member education and member engagement.			
Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
ALA 2021 Conference Proposal Submission Window Closes	9/30/2020	ACRL	NA
2020 Program blinded proposals sent to PDC	10/8/20	ACRL	NA
Proposals reviewed and ratings due to ACRL staff by EOD	10/30/20	PDC	NA
ACRL staff send ratings report in order for PDC to confirm top proposals and overall balance of topics	11/2/20	ACRL	NA

Final list of accepted/rejected 2020 proposals due to ACRL	11/5/20	PDC Leadership	NA
Final selections due to Conference Services	11/6/20	ACRL Staff	NA
2020 notifications issued	TBD		

Activity #1 Assessment

How will success be measured?

Success is reflected in the timely review of submissions and thoughtful application of the prescribed criteria to reach decisions.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2

Activity Name:	
Brief Description:	

Activity #2 Timeline

How long will it take to do this project?

continuous project assigned in charge

short-term project that will be completed this membership year

multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence

Check the best goal and objective.



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Publications Coordinating Committee
Charge/Tasks:	To recommend to the ACRL Board the appointment of editors of ACRL journals and publications for which there are no paid staff; to approve the appointment of editorial board members on the recommendation of the respective editors; to advise the ACRL Board and Budget and Finance committee on matters relating to ACRL publications; to promote writing and effective research methods to librarians; to gather stakeholder input regarding new publishing directions for the purposes of recommending specific actions or for the purposes of advising the ACRL Board; to encourage the recruitment of new authors and to bring them into the ACRL publishing pipeline by referring them to the appropriate editor; and to promote author submission of proposals and manuscripts across the full range of ACRL publications.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Kristen Tottleben
Vice-Chair:	Julia Gelfand
Board liaison:	Lauren Pressley
Staff liaison:	David Free
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Julia Gelfand
Vice-Chair:	Jennifer Maddox Abbott
Board liaison:	Karen Munro
Staff liaison:	David Free
Other leaders:	

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Report & Work Plan Submission

Year-end report written by:	Kristen Totleben	Date:	7/29/20
Work plan submitted by:	Julia Gelfand	Date:	7/29/20

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

Submitted and received acceptance for 2020 ALA Annual Conference proposal about open peer review. Vice Chair Julia Gelfand facilitated a successful ALA program, "Open Peer Review: Considerations for Publishers and Authors."

David Free initiated discussion on the formation of a search committee and process in which PCC members, ACRL staff and others will nominate a new College & Research Libraries' journal editor. Wendi Arant Kaspar's term ends in 2022 and the goal is to have the new editor selected by 2021 (next year). The editor will work closely with Wendi for a year before becoming editor.

2. What were the relevant results for your projects?

There were over 300 attendees at the online ALA program. The committee voted on various appointments to ACRL editorial boards.

3. Which if any 2019–2020 projects will continue next year?

The recruitment and search for the new C&RL editor will continue.

In the spring, C&RL journal received a request to go on a registered reports submission track. PCC will follow up with the editorial board and editor about what they decide to do.

4. What worked well?

It worked well to communicate with everyone through ALA Connect. This way, it was certain that all committee members and ex officio members were contacted and it keeps an archive of the votes.

5. What could have worked better?

At times, the purpose of the committee can be unclear to members. It would be great to continue improving the on-boarding process.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

In the past couple of years, PCC did a survey to find out more about the editors and authors of ACRL publications. Unsurprisingly, most were found to be white and female. Now that the committee is aware of its authorial base, it would be helpful to get input from editors, editorial boards and the committee on how to broaden the diversity of ACRL authorship and editorial members or other discussion to plan out next steps.

7. Was there information you could have been provided before starting this project that would have made your work easier?

I could have provided more guidance in the onboarding of new and continuing members.

8. What made this work most rewarding (observations/comments/accolades)?

I enjoyed working with Vice Chair Julia Gelfand and learned a lot from her. Her facilitated program on Open Peer Review and her wealth of experience gave me a lot of insight and support in this committee. She will be an excellent committee chair in the coming year.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	ACRL Publications Coordinating Committee
Brief Description:	<p>Supports the work of the 11 editorial committees by recommending to the ACRL Board:</p> <ul style="list-style-type: none"> the appointment of editors of ACRL journals and publications for which there are no paid staff; to approve the appointment of editorial board members on the recommendation of the respective editors; to advise the ACRL Board and Budget and Finance committee on matters relating to ACRL publications; to promote writing and effective research methods to librarians; to gather stakeholder input regarding new publishing directions for the purposes of recommending specific actions or for the purposes of advising the ACRL Board; to encourage the recruitment of new authors and to bring them into the ACRL publishing pipeline by referring them to the appropriate editor; and to promote author submission of proposals and manuscripts across the full range of ACRL publications.

Activity #1 Timeline	
How long will it take to do this project?	
continuous project assigned in charge short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:	
	Ongoing/continuous

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment – the outcomes and products of these editorial boards & publications reinforce best practices in conducting research & scholarship by academic librarians & showcase the work of librarians and libraries.	

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion – reinforces all EDI goals & best practices to identify candidates for editors/board members, promote content, represent range of academic institutional affiliations, that reflects a broad range of diversity including ideological diversity

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Activity #1 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)

Activity #1 Assessment

How will success be measured?

By input from each editorial board and whether they can achieve their goals.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	
Brief Description:	Plan and submit a program for the 2021 ALA Annual Conference.

Activity #2 Timeline	
How long will it take to do this project?	
continuous project assigned in charge short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:	Submission will be due in Autumn 2020 & if accepted additional planning will take place through June 2021

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment – ACRL publications reaffirm the work of academic librarians in a changing academic environment with commitments to publishing in a more open environment and we will highlight a program theme that promotes this.	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion – theme, speakers will reflect EDI goals	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	

Provide a brief sentence connecting your project to the goal area and objective you selected:

Theme of program proposal will be on a relevant theme to ACRL – may explore something related to diversity in publishing, or registered reports, etc, but likely something relevant to Open Publishing.

Activity #2 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Define and submit proposal	September 15, 2020	Julia Gelfand	Committee member, coordination with ACRL Staff
Draft & Submit Proposal	September 15, 2020	Julia Gelfand & PCC members	Inform staff liaison of submission & status of proposal, speakers, & if accepted work with Conference Support staff for final details

Activity #2 Assessment**How will success be measured?**

By whether the proposal is accepted and the metrics for program evaluation & attendance.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Recruitment for Incoming Editor, CR&L
Brief Description:	A search will be opened to recruit a new Editor to replace existing editor at the end of her term in June 2022 with the hopes that successful candidate can shadow outgoing editor for the 2021-22 volume year. Several PCC members will be involved in this Search Committee.

Activity #3 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year - X <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>	

ACRL Plan for Excellence
Check the best goal and objective.
<input type="checkbox"/> Value of Academic Libraries
<input type="checkbox"/> Student Learning
<input type="checkbox"/> Research and Scholarly Environment
<input type="checkbox"/> New Roles and Changing Landscapes
<input type="checkbox"/> Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/> Enabling Programs and Services (education, advocacy, publications, or member engagement) - X
Provide a brief sentence connecting your project to the goal area and objective you selected:
This flagship journal is a major activity of ACRL serving its members in many ways – as a source to submit research articles, and a source to read current literature relevant to roles of academic librarians. Finding the right editor of this publication and to lead its editorial board is critical.

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Conduct search with ACRL office; Follow the lead of the ACRL Staff Liaison & let search committee do its work	Spring 2021	Julia Gelfand will serve as chair of the search committee, 2 members of PCC will join search committee	David Free will serve as staff support & lead logistics

Activity #3 Assessment
How will success be measured?
Identifying a successful candidate in this search process.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	ACRL Publications Coordinating Committee
Brief Description:	Continue ways to improve effectiveness of onboarding process for new committee members. PCC is not the typical ACRL Committee so often it is unclear to new members exactly what the workflow is.

Activity #4 Timeline	
How long will it take to do this project?	
continuous project assigned in charge X short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:	

<u>ACRL Plan for Excellence</u>			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement) X			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
In order for the editorial boards of all publications to be effective having more onboarding for new members to PCC will contribute to them perceived as active stakeholders			
Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Goal is to make sure that all members understand what decisions they will make during the year in the editorial board appointment process and to keep everyone informed about other projects & workflows.		Julia Gelfand	

Activity #4 Assessment**How will success be measured?**

Input from Members at the end of the year.



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL Academic Library Trends and Statistics Survey Editorial Board
Charge/Tasks:	The ACRL Academic Library Trends and Statistics Survey Editorial Board has oversight responsibility for ACRL's annual Academic Library Trends and Statistics Survey including the development of an annual questionnaire on current trends or issues. The Editorial Board also develops materials publicizing and encouraging participation by academic libraries in the annual ACRL survey; represents ACRL on the ANSI-NISO Z39.7 standing committee; and submits appointment recommendations to the ACRL Publications Coordinating Committee for approval.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Adrian Ho
Vice-Chair:	Devin Savage
Board liaison:	Lauren Pressley
Staff liaison:	Mary Jane Petrowski
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Adrian Ho
Vice-Chair:	Devin Savage
Board liaison:	Karen Munro
Staff liaison:	Mary Jane Petrowski
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Adrian Ho	Date:	August 14, 2020
Work plan submitted by:	Adrian Ho	Date:	August 14, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

1. Publishing Summary of 2018 Survey Results: An Editorial Board member, Tracy Elliott, wrote up a summary of the 2018 survey results, which was published in *College & Research Libraries News* in February 2020. The article has been viewed 1,898 times online as of July 26, 2020.
2. Outreach to HBCUs for 2019 Survey: Editorial Board members reached out to HBCUs and encouraged their participation in the 2019 survey. Only eight HBCUs responded to the survey around February. After receiving Board members' invitations to participate, 48 submitted their responses in the end.
3. Revision of Survey Summary Table for Participating Libraries: The Editorial Board made recommendations for revising the layout of the survey summary table in order to make it more user-friendly to libraries that participated in the survey.
4. Development of Trends Questions for 2020 Survey: Two Editorial Board members, Tiffany Garrett and Jeannette Pierce, drafted trends questions about equity, diversity, and inclusion. They sought comments from the Editorial Board, the ACRL EDI Committee, and the Value of Academic Libraries' EDI Subcommittee in the process of drafting the questions.
5. Assessment Program at ACRL Together Wherever: Devin Savage, vice chair of the Editorial Board, organized and hosted a program (New Metrics for Telling Your Library's Story) as part of ACRL Together Wherever on June 11. There were 400 attendees and two-thirds of them commented that it was an excellent program.

2. What were the relevant results for your projects?

The *C&RL News* article informed colleagues of the 2018 survey results, highlighted the value of the annual survey, and helped raise the Editorial Board's profile, which might facilitate the recruitment of future Editorial Board members. Reaching out to HBCUs increased the diversity of survey participants and enriched the survey results. The revised survey summary table made it easier to understand and utilize the data provided by Counting Opinions. The development of the EDI trends questions aligned with ACRL's commitment to EDI and the finalized questions will offer an effective means to gather data about academic libraries' support for putting EDI into practice. Last but not least, the program at ACRL Together Wherever introduced the audience to emerging assessment practices, encouraged ongoing discussion about them, and raised the Editorial Board's profile.

3. Which if any 2019–2020 projects will continue next year?

The Editorial Board will:

1. Update the LibGuide to provide guidance on completing the 2020 survey.
2. Update the library contact list to ensure that the invitation to survey participation will reach as many libraries as possible.

3. Reach out to academic libraries that serve HBCUs, tribal colleges, and institutions focusing on the Hispanic population, and invite them to participate in the survey.
4. What worked well?
The Editorial Board held bimonthly teleconference calls to follow up on projects and to update members on recent developments such as the response rate of the survey and the compilation of next year's trends questions. Also, Editorial Board members were knowledgeable and committed to working together to reach goals.
5. What could have worked better?
It would be beneficial to reach out to colleagues at community colleges and comprehensive undergraduate universities on an ongoing basis because it would help them better understand the value of the annual survey. They might in turn become more interested in serving on the Editorial Board.
6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?
Inviting HBCUs to participate in the survey helped increase the diversity and inclusion of the survey results. The trends questions for the 2020 survey focus on academic libraries' policies and practices in the area of equity, diversity, and inclusion. The Editorial Board has consulted with the ACRL EDI Committee and the Value of Academic Libraries' EDI Subcommittee to ensure the effectiveness of the questions. The Editorial Board will share the data with ACRL committees to inform them of the EDI policies and practices in general.
7. Was there information you could have been provided before starting this project that would have made your work easier?
Not applicable
8. What made this work most rewarding (observations/comments/accolades)?
It was rewarding and inspiring to be able to discuss assessment issues with knowledgeable Editorial members. Also, it was heartening to know that colleagues spent time thinking through the survey questions before submitting their responses (as reflected by the questions they sent to Counting Opinions). It made the work all the more worthwhile.
9. Any other comments, recommendations, or suggestions?
It might help determine promising topics of trends questions if the Editorial Board maintained constant communication with the ACRL Value of Academic Libraries Committee and the ACRL Research Planning and Review Committee.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Compilation of questions and instructions for the 2020 survey
Brief Description:	The ACRL/ALA/ARL IPEDS Advisory Task Force has compiled updates to the 2020 survey instructions. Also, the Editorial Board will review and consider comments and suggestions provided by participants in the 2019 survey. All the finalized changes, as well as the EDI trends questions, will be incorporated into the 2020 survey questions and instructions.

Activity #1 Timeline	
How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
<input checked="" type="checkbox"/>	Value of Academic Libraries
Promote the impact and value of academic and research libraries to the higher education community.	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Gathering inclusive and reliable data about academic libraries in the U.S. (and Canada) can help libraries advocate for themselves, assess the value of what they have to offer, benchmark against peer and regional institutions, and develop insights into how they allocate their human and financial resources. The data can also help libraries determine what new roles they may assume in face of the changing landscape of higher education.	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Evaluate the comments and suggestions provided by 2019 survey participants	August 2020	Editorial Board members	Not applicable
Revise the questions and instructions for the 2020 survey	August 2020	Editorial Board members	Not applicable
Confirm the changes to the IPEDS Academic Library Component and incorporate updates to the 2020 survey	August 2020	Editorial Board members	Not applicable
Finalize EDI trends questions and add them to the 2020 survey	August 2020	Editorial Board members	Not applicable
Submit finalized survey questions and instructions to ACRL staff liaison	August/September 2020	Chair	Not applicable

Activity #1 Assessment
How will success be measured?
The Editorial Board will review comments on the survey next year to see if issues have been resolved and what issues linger or emerge. We will also look into comparing the number of phone calls and emails received by Counting Opinions staff with that from the previous year to determine if the volume has decreased.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Development of trends questions for the 2021 survey
Brief Description:	The Editorial Board will identify a topic for the Trends section of the 2021 survey and develop trends questions.

Activity #2 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
X	Value of Academic Libraries
Promote the impact and value of academic and research libraries to the higher education community.	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Gathering inclusive and reliable data about academic libraries in the U.S. (and Canada) can help libraries advocate for themselves, assess the value of what they have to offer, benchmark against peer and regional institutions, and develop insights into how they allocate their human and financial resources. The data can also help libraries determine what new roles they may assume in face of the changing landscape of higher education.	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Identify promising topics for the Trends section of the 2021 survey	Fall 2020	Editorial Board members	ACRL staff liaison
Determine the topic and develop trends questions accordingly	Spring and Summer 2021	Editorial Board members	ACRL staff liaison

Activity #2 Assessment
How will success be measured?
Editorial board members will review the recommended trends questions and consult relevant resources and/or ACRL committee(s) before finalizing them for the 2021 survey.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Publicizing the results of the most recent survey
Brief Description:	The Editorial Board will consider available options to publicize the results of the 2019 survey.

Activity #3 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
<input type="checkbox"/>	Value of Academic Libraries
<input type="checkbox"/>	Student Learning
<input type="checkbox"/>	Research and Scholarly Environment
X	New Roles and Changing Landscapes
	Deepen ACRL's advocacy and support for the full range of the academic library workforce.
	Core Commitment to Equity, Diversity & Inclusion
	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Publicizing the 2019 survey results can help academic libraries advocate for themselves, assess the value of what they have to offer, benchmark against peer and regional institutions, and develop insights into how they allocate their human and financial resources. The findings can also help libraries determine what new roles they may assume in face of the changing landscape of higher education.	

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Update the Editorial Board's LibGuide to provide an overview of the 2019 survey results	Fall 2020	Editorial Board members	ACRL staff for LibGuide training (if needed)
Explore the possibility of sharing tidbits of the 2019 survey results via the Fast Facts column in C&RL News every month	Fall 2020 and Spring 2021	Editorial Board members	ACRL staff for editing and scheduling the tidbits for the Fast Facts column in C&RL News
Explore the possibility of preparing an analysis of the 2019 survey results for C&RL News	Spring 2021	Editorial Board members	ACRL staff for editing and scheduling the analysis for C&RL News
Host an update session at 2021 ALA Annual Conference to highlight the 2020 survey results	Summer 2021	Editorial Board members	ACRL staff for scheduling the session

Activity #3 Assessment
How will success be measured?
For the LibGuide and C&RL News content, the Editorial Board will check their page views and encourage readers to share feedback. For a program, the Editorial Board will check the number of attendees and review their comments and suggestions.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	Efforts to increase the 2020 survey participation rate
Brief Description:	The Editorial Board will encourage more U.S. academic libraries to participate in the 2020 survey using various strategies, e.g., providing guidance on the Editorial Board's LibGuide, updating the contact list, and sending invitations and reminders to individual libraries.

Activity #4 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
X	Value of Academic Libraries
Promote the impact and value of academic and research libraries to the higher education community.	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
<p>Gathering inclusive and reliable data about academic libraries in the U.S. (and Canada) can help libraries advocate for themselves, assess the value of what they have to offer, benchmark against peer and regional institutions, and develop insights into how they allocate their human and financial resources. The data can also help libraries determine what new roles they may assume in face of the changing landscape of higher education.</p>	

Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Update the Editorial Board's LibGuide for the 2020 survey	August 2020	Editorial Board members	Continued availability of the LibGuide platform
Check the contact information for non-responding institutions and update it as needed	August 2020	Editorial Board members	Not applicable
Revise the invitation to survey participation as needed	August 2020	Editorial Board members	Not applicable
Review the participation rate at submission deadline and reach out to individual libraries to encourage participation	February/March 2021	Editorial Board members	Not applicable

Activity #4 Assessment
How will success be measured?
The Editorial Board will calculate participation rates by Carnegie classification and compare them against the participation rates from past years. The goal is to surpass the 2019 participation rate for U.S. libraries, which was 51.6%.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #5	
Activity Name:	Issuing a white paper about academic librarians' faculty status
Brief Description:	Contingent on an external reviewer's comments, the Editorial Board will consider issuing a white paper based on three University of Michigan iSchool students' analysis of data that was collected by three surveys on academic librarians' faculty status over 20 years. We will also consider making the data available for iSchool researchers to conduct follow-up studies.

Activity #5 Timeline	
How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
<input checked="" type="checkbox"/>	Value of Academic Libraries
Promote the impact and value of academic and research libraries to the higher education community.	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
The white paper may help academic libraries and librarians advocate for themselves, assess the value of what they have to offer, and benchmark against peer and regional institutions. The analysis might also help librarians determine what new roles they may assume in face of the changing landscape of higher education.	

Activity #5 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Consider issuing the faculty status analysis as a white paper pending an external reviewer's assessment	Fall 2020	Editorial Board members	ACRL staff's liaison with the external reviewer
Revise the faculty status analysis as appropriate	Fall 2020	Editorial Board members	Not applicable
Disseminate the faculty status analysis as a white paper	Fall 2020 or Spring 2021	Editorial Board members	Not applicable
Consider hosting a Webcast about the white paper	Spring 2021	Editorial Board members	Not applicable

Activity #5 Assessment
How will success be measured?
The Editorial Board will monitor the download counts (if technologically feasible) and encourage readers to share their feedback and suggestions for possible next steps.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL/LLAMA Interdivisional Academic Library Facilities Survey Editorial Board
Charge/Tasks:	The ACRL/LLAMA Interdivisional Academic Library Facilities Survey Editorial Board has oversight responsibility for ACRL's annual Academic Library Facilities Survey including the development of an annual questionnaire on current facility demographics, facility repurposing projects and anticipated building trends or issues. The Editorial Board also develops materials publicizing and encouraging participation by academic libraries in the annual ACRL Facilities Survey and continuously updates the "Academic Library Building Design: Resources for Planning" resource guide for planning library buildings and learning spaces.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Anne Casey, ACRL Co-Chair; Eric A. Kidwell, LLAMA Co-Chair
Vice-Chair:	No Vice Chair
Board liaison:	Kelly Jacobsma
Staff liaison:	Mary Jane Petrowski
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Anne Casey, ACRL Co-Chair; Eric A. Kidwell, CORE Co-Chair
Vice-Chair:	No Vice Chair
Board liaison:	Kelly Jacobsma
Staff liaison:	Mary Jane Petrowski
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Anne Casey & Eric A. Kidwell	Date:	August 10, 2020
Work plan submitted by:	Anne Casey & Eric A. Kidwell	Date:	August 14, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

The Board reviewed the final questions for Phase One of the Academic Facilities Survey and agreed to a launch in Fall 2020.

The Board updated the Academic Building Research Guide.

2. What were the relevant results for your projects?

The final list of questions for the survey were agreed upon.

The survey is current.

3. Which if any 2019–2020 projects will continue next year?

Both of the projects will continue next year.

4. What worked well?

Co-chairs work very well together and Board members are engaged.

5. What could have worked better?

Communication with the vendor producing the survey was at times spotty.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The Board sought feedback from libraries of all types for the survey questions.

7. Was there information you could have been provided before starting this project that would have made your work easier?

It seems at times that there is an expectation that the Board accomplish the implementation of the survey; however the volunteer members are dependent on ACRL and the vendor to move things forward. There have been long gaps in communication that have led to frustration.

8. What made this work most rewarding (observations/comments/accolades)?

Working with the committed and engaged members of the Board.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Update of "Academic Library Building Design: Resources for Planning"
Brief Description:	This LibGuide, maintained by the Board is updated yearly for currency. The chairs also plan to add more graphical content to make the guide more visually appealing.

Activity #1 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/> continuous project assigned in charge	
<input type="checkbox"/> short-term project that will be completed this membership year	
<input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
<input type="checkbox"/> Value of Academic Libraries	
<input type="checkbox"/> Student Learning	
<input type="checkbox"/> Research and Scholarly Environment	
<input type="checkbox"/> New Roles and Changing Landscapes	
<input type="checkbox"/> Core Commitment to Equity, Diversity & Inclusion	
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
This guide serves as a source of education and reference for academic libraries planning facility design or redesign	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Assign sections to Board members for updating	December 15, 2020	Co-chairs	
Update sections	March 15, 2021	Board members	
Add new design elements	May 15, 2021	Volunteer Board Member	

Activity #1 Assessment
How will success be measured?
Updates completed and revisions made to guide; design elements added

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name: Brief Description:	Academic Library Facilities Survey Complete and administer Academic Library Facilities Survey and market the survey

Activity #2 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
The results of the survey will populate an annual publication on issues related to facilities.	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Present a webinar to market the survey	September 30, 2020	Volunteer Board members	ACRL staff support
Consult with vendor as needed during survey deployment	February 18, 2021	Board Members	
Complete phases two and three of the survey	May 31, 2021	Board members	ACRL staff support

Activity #2 Assessment
How will success be measured?
Webinar is attended and survey responses are sufficient to populate a new facilities resource.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Change name of Board to reflect new ALA division, CORE
Brief Description:	Upon the ALA-approved merger of LLAMA, LITA and ALCTS, the new division called Core created thereby necessitating a change in the name of the ACRL/LLAMA Interdivisional Editorial Board. This name change was approved by the ACRL in June 2020.

Activity #3 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
From a press release by ALA: "Members of the three Boards emphasized that Core will continue to support the groups in which members currently find their professional homes while also creating new opportunities to work across traditional division lines. It is also envisioned that Core would strengthen member engagement efforts and	

provide new career-support services.” The ACRL/LLAMA Interdivisional Editorial Board name change was an administrative requirement once the new Core division received approval from the LLAMA. LITA and ALCTS memberships and the new division was formally created.

Activity #3 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
ACRL Board approval of name change.	Approval received June 2020.	ACRL Board	None

Activity #3 Assessment

How will success be measured?

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Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	College & Research Libraries Editorial Board
Charge/Tasks:	The editorial board serves in an advisory capacity to the editor on the contents of the journal issues, and board members form the core of referees, reviewing manuscripts submitted for possible publication.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Wendi Arant Kaspar (Editor and acting chair)
Vice-Chair:	NA
Board liaison:	Joyce Ogburn
Staff liaison:	David Free
Other leaders:	Ellen Filgo (Social Media Editor) Mark Shelton (Book Review Editor)

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Wendi Arant Kaspar (Editor and acting chair)
Vice-Chair:	NA
Board liaison:	Karen Munro
Staff liaison:	David Free
Other leaders:	Ellen Filgo (Social Media Editor) Emily Drabinski (Book Review Editor)

Report & Work Plan Submission			
Year-end report written by:	Wendi Arant Kaspar	Date:	
Work plan submitted by:	Wendi Arant Kaspar	Date:	

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- Published 6 regular issues of the journal, College & Research Libraries
- Published one special issue in 2020 (with ReSEC guest editors) on VAL in April 2020.
- Assessed reviewer performance, removing some and adding others to address gaps in expertise.
- New book review editor in Emily Drabinski.

2. What were the relevant results for your projects?

- Published 7 editorials for C&RL and 6 Spotlight columns for C&RL News
- Received 297 submissions in 2019 and 137 so far in 2020.

3. Which if any 2019–2020 projects will continue next year?

Collaborating with RESEC to plan a special issue on Open and Equitable Scholarship in 2022

4. What worked well?

There seems to have been an uptick in submissions but the majority of reviewers have been responsive, meeting deadlines and providing thoughtful and timely reviews, even throughout the pandemic. The platform has been stable and workflows have not been interrupted.

5. What could have worked better?

It would be helpful to have some of the functionality that an upgrade to OJS 3.x would bring (although I realize that this is dependent on an external timetable).

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

During the 2019-20year, there have been several C&RL editorials and C&RL News spotlights that engage with issues of EDI within the profession, including a guest editorial from an ARL Diversity Fellow. In addition, there is a concerted effort to broaden the scope of articles published, particularly looking at race, gender, ability, nation of origin as well as profiling scholarship that looks at these issues from educational practice:

- Academic Librarians' Experiences and Perceptions on Mental Illness Stigma and the Workplace
- Borrowing Latin American Materials in the Big Ten Academic Alliance: A Case Study for Consortial Data Analysis
- Reframing Information Literacy as Academic Cultural Capital: A Critical and Equity-Based Foundation for Practice, Assessment, and Scholarship
- Being Seen: Gender Identity and Performance as a Professional Resource in Library Work
- First Principles: Designing Services for First-Generation Students
- Chinese Students' Motivations for Overseas versus Domestic MLIS Education: A Comparative Study between University of Tsukuba and Shanghai University
- Diversity Initiatives to Recruit and Retain Academic Librarians: A Systematic Review
- Perceptions of Academic Librarians toward LGBTQ Information Needs: An Exploratory Study
- Exploring the Research and Library Needs of Student-Parents

- Information Literacy and Cultural Context: Chinese English Language Learners' Understandings of Information Authority
- The Gender Wage Gap in Research Libraries

The editorial board has also had several discussions about how to diversify the representation on the Board in the reviewing pool, particularly with regard to looking at book reviews.

7. Was there information you could have been provided before starting this project that would have made your work easier?

NA

8. What made this work most rewarding (observations/comments/accolades)?

Working with a variety of talented and committed people from the ACRL staff to the editorial board to the reviewers and authors.

9. Any other comments, recommendations, or suggestions?

Suggestions were provided to David Free regarding the posting for a new editor that would allow for a more timely response to trends, news or comments about the journal on social media.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Collaborate with RESEC (Thomas Padilla, Charlotte Roh and Erin Nevius) on special issue for 2022 on Open and Equitable Scholarly...
Brief Description:	Discussions with the past and current chairs indicate they are interested in guest editing and will be using a model similar to Becker and Goek's developmental peer review for papers. CFP will be in 2021.
Activity #1 Timeline	
How long will it take to do this project?	
continuous project assigned in charge short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date: Planned for April 2022	
ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
X Research and Scholarly Environment	

New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
Given the mission of ReSEC and the focus on open and equitable scholarship, it aligns with the stated goal, leveraging expertise and extending capacity.			
Activity #1 Outline (Tentative timeline)			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Call for Papers for Special issue	April 2021	ReSEC Chair and Kaspar	
Proposals reviewed, selected for acceptance	June 2021	Guest editor (with guidance from editor)	
Papers due (developmental review)	August 2021	Guest editor (with guidance from editor)	
Review drafts and provide feedback	September/October 2021	Guest editor (with guidance from editor)	
Revised drafts due	November 2021	Guest editor (with guidance from editor)	
Editor and board review	November/December 2021	Guest editor (with guidance from editor)	
Revisions if needed	January 2022	Guest editor (with guidance from editor)	
Final manuscripts due	January/February 2022	Guest editor (with guidance from editor)	
Issue published	April 2022	Editor and ACRL Production	
Activity #1 Assessment			
How will success be measured?			
In the successful publication of the special issue.			

Work Plan Activity #2	
Activity Name:	Incorporation of author taxonomy (based on CReDiT) into journal to address more transparency about roles
Brief Description:	

Based on discussions from the Board and a taskforce of board members who crafted a author roles relevant to the journal, the Editor will seek final approval and implement this model in the journal

Activity #2 Timeline			
How long will it take to do this project?			
multi-year project continuing past June 30, 2021. Expected completion date:			Spring 2021
ACRL Plan for Excellence			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
X Research and Scholarly Environment			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
With research integrity and transparency being a trend, reporting more robust roles for contribution is a priority. It will also, potentially, reduce any issues of “gift authorship” and author disputes.			
Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Editorial board votes on model developed by journal taskforce.	Fall 2020	Board, editor	
Editor incorporates into submission form and instructions to authors.	Fall 2020	Editor	
Editor (with board members on taskforce) publishes editorial explaining standards and process of adoption	Fall 2020	Editor	
Activity #2 Assessment			

How will success be measured?

Implementation in journal (OJS and guidelines); publication of editorial and ultimately, response from authors and the community.

Work Plan Activity #3

Activity Name: Incorporation of voluntary developmental review option into review process

Brief Description: Include a “soft” launch of developmental review into the journal system through the reviewer feedback form:

- it would allow for a reviewer to identify a submission they have reviewed as original and high potential, suggest it as a candidate for developmental review while volunteering to participate as a reviewer for that process
- editor would consider and if in agreement,
- the authors would be contacted by the editor to see if they would agree to developmental review
-

Activity #3 Timeline**How long will it take to do this project?**

Short-term project that will be completed this membership year (for implementation); ongoing for process

[ACRL Plan for Excellence](#)**Check the best goal and objective.**

Value of Academic Libraries

Student Learning

X Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

ACRL and C&RL are committed to principles of open peer review. To that end, C&RL has done a couple of pilots, including the most recent special issue. Including it as an opt-in within the review process (agreeable to both the specific reviewers and authors) is a way we can start to formalize this effort.

Activity #3 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Editor incorporates recommendation into reviewer feedback form.	Fall 2020	Editor	
Editor includes explanation in instructions to authors and possible editorial	Spring 2021	Editor	
Activity #3 Assessment			
How will success be measured?			
Execution with journal submission system and feedback from authors and reviewers. As it is a soft launch, there are no specific goals at this time.			

Work Plan Activity #4	
Activity Name:	Adoption of formal data policy for C&RL
Brief Description:	A taskforce made up of board members has investigated research methods used in recently published papers as well as models adopted by leading publications, developing a policy recommendation for C&RL.
Activity #4 Timeline	
How long will it take to do this project?	
short-term project that will be completed this membership year	
<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
X Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	

This effort is in response to the continuing call for data transparency and reproducibility studies for purposes of research integrity.

Activity #4 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Editorial board votes on model developed by journal taskforce.	Fall 2020	Board, editor	
Editor incorporates into submission form and instructions to authors.	Spring 2021	Editor	
Editor (with board members on taskforce) publishes editorial explaining standards and process of adoption	Spring 2021	Editor	

Activity #4 Assessment

How will success be measured?

While no specific goals are articulated, we would like to see an increase in referring URLs to research datasets made openly available.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	College and Research Libraries News Editorial Board
Charge/Tasks:	The editorial board serves in an advisory capacity to the editor on all policy matters concerning editorial content or format. Tasks: To react to ideas for development of C&RL News that have been proposed by the editor. To suggest ways in which C&RL News might be improved in format or content. To provide the editor with information regarding trends in the field that might affect future directions or content of C&RL News. To suggest new editorial features, either regular or irregular, for consideration by the editor. To assist the editor in developing editorial policies

2019–2020 Leadership (terms: July 1, 2019–June 30, 2020)	
Chair:	Heidi Burkhardt
Vice-Chair:	n/a
Board liaison:	Cheryl Middleton
Staff liaison:	David Free
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Heidi Burkhardt
Vice-Chair:	n/a
Board liaison:	Karen Munro
Staff liaison:	David Free
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Heidi Burkhardt	Date:	7/29/2020
Work plan submitted by:	Heidi Burkhardt	Date:	8/11/2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

The board worked to complete analysis of the readership survey distributed during the previous committee year. We discussed the findings as a group and looked more closely at open comments, specifically.

The board also provided ongoing feedback to the editor on C&RL News content and format.

2. What were the relevant results for your projects?

Responses to one question in particular (What topics would you like to see covered in *C&RL News*) revealed some trends for us to pursue in sourcing articles.

3. Which if any 2019–2020 projects will continue next year?

Looking more closely at the topics identified in the readership survey.

4. What worked well?

Great communication between the editor and editorial board. Relying on a combination of email communication and ALA Connect for documents worked well enough.

5. What could have worked better?

Not living in a pandemic? (How many people wrote this?)

Though we had a plan to get in touch with CR&L's social media editor and strategize, we were not able to work on our project to leverage the digitized back files on social media for the second year in a row due to impacts of COVID-19. We're tabling that project for now.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Our efforts with the readership survey are centered in inclusion. The editor actively identifies articles reflecting equity, diversity, and inclusion, and will be putting focus into social justice issues, which the board actively supports.

7. Was there information you could have been provided before starting this project that would have made your work easier?

Nope.

8. What made this work most rewarding (observations/comments/accolades)?

Knowing the board plays even a small part in the creation of the CR&L News is rewarding. It's a valuable, accessible, and timely publication for our profession and David is a phenomenal editor.

9. Any other comments, recommendations, or suggestions?

Keep being a thoughtful and humane organization when it comes to the work of volunteers. It's appreciated!

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1

Activity Name: Identify topics for sourcing articles

Brief Description: Review professional issues themed free text responses from the 2019 readership survey and see if there are any topics we should source content for.

Activity #1 Timeline

How long will it take to do this project?

continuous project assigned in charge
 x short-term project that will be completed this membership year
 multi-year project continuing past June 30, 2021. Expected completion date:

[ACRL Plan for Excellence](#)

Check the best goal and objective.

Value of Academic Libraries

Student Learning

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

X **Enabling Programs and Services (education, advocacy, publications, or member engagement)**

Provide a brief sentence connecting your project to the goal area and objective you selected:

Identifying topics that members want to read about in CR&L News will help inform what articles should be selected and sourced for publication.

Activity #1 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review free text responses around professional issues	November 2020	Assigned board members	
Identify specific themes and topics and provide list to editor	December 2020	Assigned board members	
Notify editor of potential authors for identified topics	ongoing	Board members	

Activity #1 Assessment

How will success be measured?

There will be a list of in demand topics for the editor to consult in selecting articles and for board members to look out for in scouting content.

2020–2021 Work Plan

Work Plan Activity #2

Activity Name:	Organize ALA Connect space
Brief Description:	The board's ALA Connect "Library" space is not well organized and it can be hard for new (and old) members to find what they're looking for. Organizing the documents into folders will ensure ease of use for future members and support continuity.

Activity #2 Timeline

How long will it take to do this project?	
continuous project assigned in charge	
x	short-term project that will be completed this membership year
multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>	

<u>ACRL Plan for Excellence</u>
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
x Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
Supporting efficiency of the board through well-organized documentation allows us to better serve the publication and in turn, enable programs and services.

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Create folder structure and move existing documents	Midwinter 2021	Board chair	
Review file organization and make sure nothing is in the wrong place	March 2021	Committee members	

Activity #2 Assessment
How will success be measured?
All of the files in the ALA Connect space will be organized into folders.

2020–2021 Work Plan

Work Plan Activity #3

Activity Name:	Ongoing feedback on CR&L News content, covers, and format
Brief Description:	The board works with the editor to provide feedback on the publication and assist in scouting potential content for publication.

Activity #3 Timeline

How long will it take to do this project?

<input checked="" type="checkbox"/>	continuous project assigned in charge
<input type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

[ACRL Plan for Excellence](#)

Check the best goal and objective.

Value of Academic Libraries

Student Learning

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

The continued quality of CR&L News relates directly to enabling programs and services.

Activity #3 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Provide suggestions/comments to editor on CR&L News contents	Continuous input, but agenda items for formal reporting out at Midwinter and Annual	Editorial board, editor	

Follow up on content suggestions and location/work with potential authors	Continuous input, but agenda items for formal reporting out at Midwinter and Annual	Editorial board, editor	
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Activity #3 Assessment
How will success be measured?
Our goal is consistent quality and improvement in content and delivery. The Annual and Midwinter reports to the board from the editor highlight measurable success indicators such as: readership statistics for individual articles online, subscriptions statistics via social network channels, numbers of manuscripts submitted and rejected, page counts, advertising data and revenue.



Division-level Committee Year-end Report and Work Plan Template

Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: Choice Editorial Board

Charge/Tasks: The board serves in an advisory capacity to the editor and the publisher on the *Choice* programs. Tasks: consider and make recommendations for editorial policy. Review changes in editorial policy proposed by editor. Review projects proposed for *Choice* sponsorship. Review decisions of the editor concerning grievances which publishers, authors, or reviewers wish to appeal. Advise editor on content, arrangement, and promotion of *Choice*.

Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2020–21 roster information.

- Current Chair (2019–2020): Amanda Folk
- Incoming Chair (2020–22): Diane Klare
- Incoming Vice-chair (2020–21):
- Incoming Board Liaison (2020–21):
- Staff Liaison: Mark Cummings

Submission information

Year-end report written by: Amanda Folk

Work plan submitted by: Mark Cummings & Amanda Folk

2019–20 Year-end Committee Report

This report will be included in the Committee's official record of activities maintained by the ACRL staff.

What were the major projects/activities accomplished by your committee in the 2019–20 membership year?

- Review and discussion of the Publisher's Reports, including budget and financial performance data.
- Review and discussion of the Strategic Outlook, particularly concerning the redefinition of Choice (in progress) and the relaunch of Choice360.org.
- Brief discussions about cc Advisor and the decision to retreat from Open Choice.
- Discussion of opportunities related to the relaunch of Choice360.org, particularly thinking about potential topics and editors for The Choice Blog and for the sponsored white papers

How did you go about getting them done?

A brief bulleted list is suggested (correspond bullets to those above)

- We held 2 virtual editorial board meetings, one around the same time as the Midwinter 2020 meeting and one just before Annual 2020.

What were the relevant results for your projects?

A brief bulleted list is suggested that includes assessment as appropriate (correspond bullets to those above).

Be as specific as possible. For example: 300 proposals/applications reviewed, 32 selected; Developed and conducted three podcasts (list podcast titles, speakers, etc.) Reviewed ten standards and guidelines (list titles)

- The discussions inform the priorities for *Choice* operations, potential value of proposed projects to different audiences, as well as directions for specific projects.

Are any 2019–20 projects ongoing?

A brief bulleted list is suggested here

- Expanding the mission of *Choice* beyond collection development
- Relaunch of Choice360.org
- Projects related to the previous 2 bullet points, including topics/editors/authors for the white paper series and The Choice Blog.

What worked well?

A brief bulleted list is suggested here

- The editorial board members seem enthusiastic about discussing where *Choice* is now and where it could be in the future, and the editorial board is comprised of multiple institutional types which bring varied perspectives.
- The current structure for the editorial board meetings works pretty well, as it provides editorial board members with current information and an opportunity to participate in a discussion about the Publisher's Report and the Strategic Outlook.

What could have worked better?

A brief bulleted list is suggested here

- In previous years, we had conference calls between our two face-to-face meetings, which helped to keep editorial board members engaged throughout the year. We had suspended those calls last year due to a period of regrouping at *Choice*, but it would be helpful to reinstate those calls, even if they are just 45 minutes to an hour, in the upcoming year.

How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

A brief bulleted list is suggested here

- For the upcoming year (2020-21), the chair and Bill Mickey (from *Choice*) and I used the new and existing data gathered in the volunteer form to recruit and select new editorial members that added diversity in terms of race/ethnicity, institution type, and position.

What do you wish someone had told you before starting work on this committee?

Optional

What made this work most rewarding (observations/comments/accolades)?

Optional

Any other comments, recommendations, or suggestions?

Optional

2020–21 Committee Work Plan

Note: Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

Activity/Project Name

Choice Strategic Directions

Brief Description

Participate in ongoing strategic planning for a reimagination of Choice products and services for both existing and new audiences.

Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☐ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☒ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system. Choice initiatives promote the adoption of open educational resources and provide guidance to librarians as to the most timely resources for their students.

☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☐ Demonstrating Commitment to Equity, Diversity, and Inclusion within ACRL and/or the Profession.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

Brief sentence connecting your project to the Plan

Choice (a) provides substantive content and tools that facilitate the work of academic librarians and (b) contributes revenues from operations to the ACRL in furtherance of its programs and mission.

Timeline

- ☒ continuous project assigned in charge

- ☐ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: _____)

Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

Outline the steps and intermediate deadlines planned to complete the project.

(add rows as needed)

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Consult regularly at ALA Midwinter and Annual meetings	Ongoing	Choice staff; editorial board members	Meeting space at ALA conferences; WiFi access preferred
Advise on strategic direction of Choice Research (white papers): suggested topics and contributors	Ongoing	Choice staff; editorial board members	
Provide direction to Choice staff in re development of a racial justice agenda: blog, reviews, webinars, podcasts, research papers	Ongoing	Choice staff; editorial board members	
Consult in re relaunch of Choice360	Ongoing	Choice staff; editorial board members	

Assessment: How will success be measured?

- Choice financial reports of revenue from subscriptions, licensing, and advertising
- Choice Reviews usage data
- Website analytics
- Social media impact
- Webinar registrations and attendance
- Podcast downloads and streams
- Newsletter circulation
- White paper downloads and other metrics



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	New Publications Advisory Board
Charge/Tasks:	To encourage research, writing, and nonprint media production that may be appropriate for a separately published title by ACRL; to solicit topics and, without guarantee of publication, to suggest them to appropriate authors; to review all manuscripts/materials submitted for possible publication as a separate ACRL published title; to serve as an advisory body to the ACRL publications officer.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Courtney McDonald
Vice-Chair:	
Board liaison:	Cheryl Middleton
Staff liaison:	Erin Nevius
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Courtney McDonald
Vice-Chair:	
Board liaison:	Karen Munro
Staff liaison:	Erin Nevius
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Courtney McDonald	Date:	8/21/20
Work plan submitted by:	Courtney McDonald	Date:	8/21/20

2019–2020 Year-end Report

This report will be included in the committee’s official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- Worked with ACRL staff to support the publication of 18 books in FY20
- A total of 16 webcasts related to the publications catalog titles were presented, including three based on *Hidden Architectures of Information Literacy Programs*.
- Identified new subject areas for publications and identified/recruited authors for these areas
- From April 1 through June 30, 2020, all ACRL and ALA ebooks were available at 50% off through the ALA Store with a promotional code
- We continue to create joint promotions with ALA Editions; these mailings typically go to more than 60,000 people. This year we did promotions on:
 - Gifts for new academic librarians
 - Information literacy and critical pedagogy
 - New and noteworthy titles in academic librarianship
 - We also purchased a spread in ALA Editions fall 2019 “Resources for Academic Librarians” catalog, promoting 10 books
- We promoted relevant books during Fair Use Week, Open Access Week, Preservation Week, and Graduate-Professional Student Appreciation Week
- The NPAB reviewed 39 proposals in total during FY20, with 27 being reviewed between March and July 2020 alone, a huge increase expertly handled by the Board.

2. What were the relevant results for your projects?

- We have more than 40 contracted titles in the pipeline with projected publication dates through 2022

3. Which if any 2019–2020 projects will continue next year?

- Continued solicitation of proposals, and proposal review and feedback process
- We continue to explore better ways to use advisory board members’ individual areas of expertise to enhance the review process
- We continue to identify additional innovative recruitment and publicity methods

4. What worked well?

- Development of a framework for proposal review helped all Board members provide thoughtful, timely responses
- Virtual meetings remained lively and productive

5. What could have worked better?**6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?**

- Provided feedback on a significant revision of the ACRL Publishing website with the goal of reaching new authors, authors from underrepresented groups, and expanding the topical coverage of the publication catalog.

7. Was there information you could have been provided before starting this project that would have made your work easier?**8. What made this work most rewarding (observations/comments/accolades)?**

- Watching the publication lifecycle unfold:
 - Seeing proposals from authors we'd encouraged
 - Seeing proposals that had been reviewed by the Board come to publication
- Working with authors and other scholars to distribute and share their work

9. Any other comments, recommendations, or suggestions?**2020–2021 Work Plan**

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Ongoing recruitment and review of high quality proposals
Brief Description:	Continue to work with ACRL staff to help identify, recruit, and develop authors and proposals for publication with ACRL Publications.

Activity #1 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/>	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
<p>While the ACRL Publications Advisory Board engages in supporting each of the goal areas listed above, our work directly supports the publishing programs and services of ACRL, which in turn also promotes the value of academic libraries, student learning, the research and scholarly environment, and new roles and changing landscapes.</p>	
Activity #1 Outline	

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Ongoing review of proposals	Ongoing	All board members; chair oversees	Time and attention of board members
Continuing recruitment of authors/editors	Ongoing	All board members and Erin Nevius	Time and attention of board members and ACRL staff
Encourage ACRL leaders to publish with ACRL	Ongoing	All board members and Erin Nevius	Time and attention of board members and ACRL staff

Activity #1 Assessment
<p>How will success be measured?</p> <p>Successful content development as exemplified by published works in multiple types of formats (printed books, open access content, digital books, electronically hosted content). Development of strong Association/Member author and editor relationships such that recognition of ACRL as a publisher of content for academic librarians grows and is strengthened.</p>
<p align="center">2020–2021 Work Plan</p>

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Outreach and Enhanced Author/Editor Experience

Brief Description:	Continue efforts to reach out to potential authors, particularly new authors and authors from underrepresented populations, and make the entire publishing process more transparent and accessible to all Association and community members.
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Activity #2 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Enhance ACRL author/editor experience	Ongoing	Board members and ACRL Staff	Staff support: Work with staff to help craft ways to enhance and personalize the experience of working with ACRL on a publication; tenure timing, post- publication letters and marketing support, etc.
Effectively market our work and its products	Ongoing	Board members and ACRL Staff	Time and attention; collaboration with other areas of ACRL related to serial publications, conferences, and other outreach mechanisms: C&RL News, ACRLlog, ACRL monthly emails, etc.
Offer programs at conferences on our work	Ongoing / special focus for ACRL Conference years	Board members and ACRL Staff	Time and attention; collaboration with ACRL staff and Association members involved in conference planning

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)

Activity #2 Assessment
How will success be measured?
Recruitment of new (first-time) authors and authors from underrepresented populations, publishing in new areas, enhanced member awareness of and regard for ACRL publications, personalized experience for authors and editors



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Project Outcome for Academic Libraries Editorial Board
Charge/Tasks:	The editorial board is charged to serve in an advisory capacity to the ACRL staff regarding the Project Outcome for Academic Libraries toolkit. The editorial board advises on the development and revision of resources and training materials, on changes to the surveys if necessary, and on investment in improvements and new features for the toolkit.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Tiffany Garrett
Vice-Chair:	Jennifer Arnold
Board liaison:	Lauren Pressley
Staff liaison:	Sara Goek & Gena Parsons-Diamond
Other leaders:	Kristen Tottleben (PCC liaison)

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Tiffany Garrett
Vice-Chair:	Jennifer Arnold
Board liaison:	Karen Munro
Staff liaison:	Sara Goek (through Aug. 2020) & Gena Parsons-Diamond
Other leaders:	Julia Gelfand (PCC liaison)

Report & Work Plan Submission			
Year-end report written by:	Project Outcome Editorial Board	Date:	7/21/2020
Work plan submitted by:	Tiffany Garrett	Date:	7/31/2020

2019–2020 Year-end Report

This report will be included in the committee’s official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

The Editorial Board met for the first time in Oct. 2019, having replaced the previous task force that developed the toolkit. Between October and June the group:

- Provided feedback on introductory and report text for surveys and toolkit
- Informed decisions about new developments to the toolkit, such as an upcoming response date filter in the dashboard
- Created guidelines for reviewing case studies to be included on the Project Outcome toolkit
- Reviewed and published two new case studies on the Project Outcome toolkit
- As of April 2020, ACRL’s sponsored workshops had reached over 5,000 people through 60 presentations, workshops, or webinars in 23 states

2. What were the relevant results for your projects?

- As of June 2020, over 3,000 registered users of the new Project Outcome Toolkit from more than 1,100 institutions in 42 countries
- 502 academic libraries have created surveys and together collected more than 43,385 responses
- An annual report was produced summarizing use of the toolkit in the first year
- Received and published 2 new case studies

3. Which if any 2019–2020 projects will continue next year?

- Soliciting and reviewing case studies for the Project Outcome toolkit
- Hosting free webinars to promote use of the toolkit
- Workshops, with a new curriculum and offered for a licensing fee

4. What worked well?

- Very productive editorial board meetings
- Set guidelines that will inform the editorial board’s work in the coming year
- Smooth transition from a task force to an editorial board

5. What could have worked better?

- The editorial board would have benefited from better assignment of work to do outside of meetings, which is something we are remedying with a detailed work plan for 2020-2021

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

- Google Translate was integrated throughout the Project Outcome website
- Project Outcome has registered users in 42 countries
- Surveys are currently supported in English, Spanish, and French
- The developers of the Project Outcome toolkit continue to focus on accessibility

7. Was there information you could have been provided before starting this project that would have made your work easier?

- The Editorial Board's staff liaison, Sara Goek, did an excellent job of providing the Ed Board with needed information. There is nothing additional that would have made the work easier.
- In future years, it might be good to know if there is any budget for toolkit feature development, but the things we wanted to focus on this year were able to be accomplished without that specific information.

8. What made this work most rewarding (observations/comments/accolades)?

- Positive feedback from library users
- Seeing many libraries able to use Project Outcome to make an impact and advocate for the libraries in their campus communities

9. Any other comments, recommendations, or suggestions?

- The ACRL Board should continue to provide support for the Project Outcome toolkit, specifically:
 - Staff support: In 2019-2020 the Project Outcome Editorial Board had a dedicated ACRL staff liaison, Sara Goek. As we move into 2020-2021 that support will be reduced to about 1/3rd of one individual's job. The Editorial Board will try to assume some of those responsibilities, but it would be unrealistic to assume that we will be able to achieve as much as when there was a dedicated staff liaison. Maintaining the 1/3rd support will be essential to continuing support of the toolkit.
 - Partnership support: Development costs and improvements to the toolkit can be shared with the Public Library Association. By continuing to coordinate our efforts, we can provide valuable updates to both communities at a lower overall cost.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1

Activity Name:	Paid Workshops
Brief Description:	Paid workshops are offered by the Project Outcome Editorial Board in a model similar to ACRL RoadShows where a sponsoring institution covers the cost of providing this extended training to a group of colleagues.

Activity #1 Timeline

How long will it take to do this project?
continuous project assigned in charge X
short-term project that will be completed this membership year
multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence

Check the best goal and objective.
Value of Academic Libraries X
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
The Project Outcome for Academic Libraries toolkit allows libraries to easily demonstrate their value using simple, outcomes based surveys that include peer benchmarking features and exportable reports. This project helps libraries get started using the toolkit at their institution.

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Develop new workshop curriculum	July/August 2020	Sara Goek, Tiffany Garrett, Jennifer Arnold, Sue Hunter	Staff support
Train some editorial board members on the workshop curriculum	July/August 2020	Sara Goek, Tiffany Garrett, Jennifer Arnold, Sue Hunter	Staff support
Advertise workshops to ACRL membership	On-going	Sara Goek, Tiffany Garrett, Jennifer Arnold, Sue Hunter	Staff support
Offer sponsored workshops as requested throughout the year	On-going	Sara Goek, Tiffany Garrett, Jennifer Arnold, Sue Hunter	Travel expenses provided by the sponsoring institution, access to Zoom for online offerings, staff support.

Activity #1 Assessment
How will success be measured?
Outcome-based evaluation of participants. Increased use of the Project Outcome toolkit and new user signups at the sponsoring institution.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Free Webinars
Brief Description:	Offer 3-4 free webinars to users of Project Outcome on different aspects of the toolkit or outcomes assessment more generally.

Activity #2 Timeline
How long will it take to do this project?
continuous project assigned in charge X short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

<u>ACRL Plan for Excellence</u>
Check the best goal and objective.
Value of Academic Libraries X
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement) X
Provide a brief sentence connecting your project to the goal area and objective you selected:
The Project Outcome for Academic Libraries toolkit allows libraries to easily demonstrate their value using simple, outcomes based surveys that include peer benchmarking features and exportable reports. This project helps libraries get started using the toolkit at their institution.

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Finalize webinar topics	August 2020	Jennifer Arnold, Becky Croxton, Sue Hunter	
Recruit presenters, schedule & market webinars	August/September 2020	Jennifer Arnold, Becky Croxton, Sue Hunter	Staff support
Working with VAL to plan for joint webinar	September 2020	Jennifer Arnold, Becky Croxton, Sue Hunter	Staff support
Host webinar	October/November 2020	Gena Parsons-Diamond	Staff support
Host webinar	February 2021	Gena Parsons-Diamond	Staff support

Host webinar	May 2021	Gena Parsons-Diamond	Staff support
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Activity #2 Assessment
How will success be measured?
Key topics and presenters will be identified. Participants will complete outcome-based evaluations at the end of each webinar.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Case Studies
Brief Description:	The Case Studies sub-committee will solicit, review, and publish case studies that both demonstrate the value of academic libraries and incorporates one or more Project Outcome surveys in the protocol.

Activity #3 Timeline
How long will it take to do this project?
continuous project assigned in charge X
short-term project that will be completed this membership year
multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries X
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
The case studies will provide valuable examples of how to conduct studies demonstrating the value of an academic library using the Project Outcome surveys. By providing practical and real-life applications, the case studies will encourage greater usage of Project Outcome. An objective would be to make available case studies reflecting the surveys available for the different service areas.			
Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Solicit new case studies (announcement in newsletter, emails, etc.)	On-going	Eric Ackermann; Kimberly Miller, Bradley Tolppanen, Greg Davis, Gena Parsons-Diamon	Staff support
Follow-up with those who previously expressed interest	December 2020	Eric Ackermann; Kimberly Miller, Bradley Tolppanen, Greg Davis	
Review each case study received	Within 2 weeks after receipt	Designated member of the Case Studies sub-committee	
Revision Process	Flexible, depending on the amount of revision required	Designated member of the Case Studies sub-committee	
Publish approved case study on the Project Outcome website	Within 2 weeks after approved and submitted to the website	Gena Parsons-Diamond	Staff support

Activity #3 Assessment
How will success be measured?
Success will be measured by the number and quality of the case studies submitted and made available. Increase number of case studies received by at least 4 or more. All the case studies received are reviewed and either approved, rejected, or withdrawn by the author(s). All approved case studies are published on the Project Outcome website.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	Resources
Brief Description:	Update and expand the Resources section of the Project Outcome Toolkit.

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Activity #4 Timeline	
How long will it take to do this project?	
continuous project assigned in charge X	
short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries X
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement) X
Provide a brief sentence connecting your project to the goal area and objective you selected:
The Project Outcome toolkit helps libraries measure and demonstrate their value using outcomes-based surveys. The resources section in particular contains resources for learning more about and applying assessment in individual libraries.

Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review user feedback and Google Analytics usage for existing resources	August 2021	Tiffany Garrett, Kate Langan, Gena Parsons-Diamond	Access to Google Analytics data, staff support
Identify areas for development	October 2020	Tiffany Garrett, Kate Langan, Gena Parsons-Diamond	Staff support

Select and write new resources	January 2021	Tiffany Garrett, Kate Langan, Gena Parsons-Diamond	Staff support
Post new resources to Project Outcome	February 2021	Gena Parsons-Diamond	Staff support
Recommend future user feedback for expanding resources	March 2021	Tiffany Garrett, Kate Langan, Gena Parsons-Diamond	Staff support

Activity #4 Assessment
How will success be measured?
Increased use of the Project Outcome Resources section, as measured by Google Analytics. Additional feedback and/or requests for more resources.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Publications in Librarianship Editorial Board
Charge/Tasks:	To encourage research, writing, and nonprint media production writing that may be appropriate for the ACRL publications in librarianship series; to solicit topics and, without guarantee of publication, to suggest them to appropriate authors; to review all manuscripts/ materials submitted, and approve them for publication in the publications in librarianship series. Tasks to evaluate manuscripts, nonprint material and proposals. To recommend revisions required for publication. To publicize opportunities for publication in the library literature. To assess the relevance and quality of publications through an analysis of sales and reviews.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Daniel C. Mack
Vice-Chair:	
Board liaison:	
Staff liaison:	Erin Nevius
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Daniel C. Mack
Vice-Chair:	
Board liaison:	
Staff liaison:	Erin Nevius
Other leaders:	

Report & Work Plan Submission

Year-end report written by:	Daniel C. Mack	Date:	8/31/2029
Work plan submitted by:	Daniel C. Mack	Date:	8/31/2029

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

- Published PIL #75, Lori Birrell's *Developing the Next Generation of Library Leaders*
- Conducted ACRL's first two open peer reviews for monographs, Emily Ford's *Stories of Open: Opening Peer Review through Narrative Inquiry* and Jannette Finch's *Envisioning the Framework: A Graphic Guide to Information Literacy*

2. What were the relevant results for your projects?

Besides editing publishing a number of manuscripts, the most relevant result was the successful implementation of Open Peer Review. The PIL Editorial Board has worked for several years designing the policies and processes for OPR, and we were very pleased to move forward with this project.

3. Which if any 2019–2020 projects will continue next year?

During 2020-2021, the PIL Editorial Board will continue with both traditional review of both proposals and manuscripts by the Board, as well as OPR review for some submitted manuscripts.

- PIL has reviewed several proposals and has the following projects in the works for the coming year(s):
 - *Cultural Heritage and the Campus Community: Academic Libraries and Museums in Collaboration* (ms in traditional peer review now)
 - *The Rise of AI: Implications and Applications of Artificial Intelligence in Academic Libraries*
 - *Intersections of Open Educational Resources (OER) and Information Literacy*
 - *Predatory Publishing: A Practical Guide to Evaluating Publishers*

4. What worked well?

Both review by the Board and OPR have worked well in general. Collaboration among PIL Editorial Board members continues to work extremely well. Communication and coordination with ACRL professional staff, especially Erin Nevius, continues to be a positive and productive experience.

5. What could have worked better?

The PIL Editorial Board continues to explore better methods to identify and recruit potential reviewers to participate in the OPR process.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The PIL Editorial Board membership is diverse in terms of race and ethnicity, gender, geographic location, and type of institution. The Board reviews each proposal and manuscript for issues of diversity, equity and inclusion to ensure that these are incorporated into PIL publications.

7. Was there information you could have been provided before starting this project that would have made your work easier?

I can't think of anything! Implementing OPR was uncharted territory and generally worked well.

8. What made this work most rewarding (observations/comments/accolades)?

The positive response to OPR from reviewers, authors, editors, members of the PIL Editorial Board, and librarians in general has been extremely rewarding.

9. Any other comments, recommendations, or suggestions?

Th PIL Editorial Board looks forward to continuing and expanding the OPR program.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1

Activity Name:	Review proposals for manuscripts
Brief Description:	The Board will continue to review proposals for potential publications in the PIL series.

Activity #1 Timeline

How long will it take to do this project?

continuous project assigned in charge X

short-term project that will be completed this membership year

multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence

Check the best goal and objective.

Value of Academic Libraries

Student Learning

X Research and Scholarly Environment X

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

X Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Promote innovative, relevant research that communicates the value of academic and research libraries using new models of scholarship, including both Board review and Open Peer Review.

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review proposals for manuscripts	Ongoing	PIL Editorial Board, Chair, ACRL staff	Staff support

Activity #1 Assessment
How will success be measured?
Success will be measured by assessing the quality and quantity of successful proposals submitted.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	PIL Editorial Board review of manuscripts
Brief Description:	Traditional review of submitted manuscripts by the PIL Editorial Board

Activity #2 Timeline	
How long will it take to do this project?	
continuous project assigned in charge X short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:	

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
X	Research and Scholarly Environment X
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Promote innovative, relevant research that communicates the value of academic and research libraries using new models of scholarship, including both Board review and Open Peer Review.	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review of manuscripts submitted for publication	Ongoing	PIL Editorial Board, Chair	Staff support

Activity #2 Assessment
How will success be measured?
Success will be measured by evaluation the quality of manuscripts submitted to and reviewed by the PIL Editorial Board.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Open Peer Review of submitted manuscripts
Brief Description:	

Activity #3 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/> continuous project assigned in charge X short-term project that will be completed this membership year multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
<input checked="" type="checkbox"/>	Research and Scholarly Environment X
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Promote innovative, relevant research that communicates the value of academic and research libraries using new models of scholarship, including both Board review and Open Peer Review.	

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Administer OPR of manuscripts submitted or assigned to OPR track	Ongoing	PIL Editorial Board, Chair, ACRL staff	Staff support, minimal technology (Google docs)

Activity #3 Assessment
How will success be measured?
Success will be measured by evaluation the quality of manuscripts submitted to the PIL Editorial Board and reviewed via the OPR process.



Division-level Committee Year-end Report and Work Plan Template

Committee

Visit the [ACRL Directory of Leadership](#) to find your charge.

Committee Name: *RBM* Editorial Board

Charge/Tasks: The editorial board serves in an advisory capacity to the editor on the contents of the journal; the board members are the core of referees, reviewing manuscripts submitted for possible publication.

Committee leadership

Visit the [ACRL Directory of Leadership](#) to find your committee roster. Click the “Next Year” link to view 2017–18 roster information.

- Current Chair (2019–20): Richard Saunders
- Incoming Chair (2020–21): n/a
- Incoming Vice-chair (2020–21): n/a
- Incoming Board Liaison (2020–21): Cheryl A. Middleton
- Staff Liaison: David Free, Dawn Mueller, Kara Malenfant

Submission information

Year-end report written by: Richard Saunders

Work plan submitted by: Richard Saunders

2019–20 Year-end Committee Report

This report will be included in the Committee's official record of activities maintained by the ACRL staff.

What were the major projects/activities accomplished by your committee in the 2019–20 membership year?

- Completed necessary review and editing for twice-yearly publication of *RBM* as an ACRL professional-practice journal.

How did you go about getting them done?

- Met virtually after the Annual conference and before Midwinter meeting.
- Conducted large amount of business via email, both as a group and individually.
- Coordinated meetings between the editors and ACRL staff via Zoom video conferencing.

What were the relevant results for your projects?

- Two issues published during FY2020, consisting of 5 formal articles, 8 book reviews, and 2 editor comments.

Are any 2020–21 projects ongoing?

- Continued publication of the journal.

What worked well?

- Participation as reviewers by the readership community is growing.
- Content from the past three volumes have been downloaded by users at a rate nearly six times higher than the content of earlier volumes, suggesting that recent articles have been very useful

What could have worked better?

- Both numbers of submissions and numbers of subscribers are low.
- The general quality of submissions adequately reflects professional practice but is not particularly high level of sophistication for an academic/scholarly journal.

What do you wish someone had told you before starting work on this committee?

- The amount of work it takes to put together the journal every six months.

What made this work most rewarding (observations/comments/accolades)?

- Feedback from readers and the gratitude and excitement of authors (particularly first-time authors).
- Very much like the “Most Popular Articles” link on the journal's OJS landing page and am very gratified that all of the top ten have been published during my tenure as editor.

2020–21 Committee Work Plan

Note: Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

Activity/Project Name

Digital review portal

Brief Description

The *RBM* editor and reviews editor will cooperate with ACRL staff to establish, launch, and populate a digital-only publication platform on the journal's OJS portal for a larger number of reviews than are published in print.

Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☒ Research and Scholarly Environment

- ☒ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☐ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☒ Enabling Programs and Services (education, advocacy, publications, or member engagement)

Brief sentence connecting your project to the Plan

Creating a digital-only platform for a larger number of reviews allows the journal to remain within budget while expanding the number of discrete opportunities for professionals to engage formally with their profession (and the journal) in a meaningful way, either as reviewer or reader.

Timeline

- ☒ continuous project assigned in charge [content solicitation and distribution]
- ☒ short-term project that will be completed this membership year [portal creation only]
- ☐ multi-year project continuing past this membership year (expected completion date: _____)

Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

Outline the steps and intermediate deadlines planned to complete the project.

(add rows as needed)

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Reviews section launches on <i>RBM's</i> OJS portal	May 2021	ACRL staff David Free	Staff support
Reviews are integrated into journal review/editing process	Jan-May 2021	ACRL staff Dawn Mueller	Staff support
Portal announcement is drafted and published in fall 2020 <i>RBM</i> issue	Oct-Nov 2020	Editor Richard Saunders	Staff support
New material for review is identified and copies solicited from publishers	July 2020	Reviews editor Jennifer Sheehan	time
Format and platform for reviews is drafted and reviewed	June 2020	ACRL staff David Free	Staff support, time
Editor and reviews editor establish a working timeline	June 2020	Editor Richard Saunders, reviews editor Jennifer Sheehan	time

Assessment: How will success be measured?

- The annual number of reviews published digitally on *RBM's* portal will increase above the number published in individual journal issues.
- The journal's editors will establish a viable and sustainable process for soliciting and through-put of a broader range and increased number of reviews.

2020–21 Committee Work Plan

Note: Each activity/project should be reported using the below form. Copy and paste the form as many times as needed to detail each activity/project. Plans should be **Specific, Measureable, Attainable, Realistic, and Timely or SMART**).

Activity/Project Name

Thematic *RBM* issue from a symposium on the use of digital surrogates in research, writing, and teaching.

Brief Description

The journal will publish a thematic issue in spring 2021 reporting presentations on digital surrogates held at the College of Physicians of Philadelphia.

Goal Area

Select the *single* best connection to the [ACRL Plan for Excellence](#) and provide a brief sentence connecting your project to the Plan.

☐ Value of Academic Libraries

- ☐ 1. Articulate a research agenda that communicates the value of academic and research libraries.
- ☐ 2. Promote the impact and value of academic and research libraries to the higher education community.
- ☐ 3. Build on Assessment in Action to expand community of practice and professional development opportunities.
- ☐ 4. Support libraries in advancing issues of equity, access, diversity, and inclusion in higher education.

☐ Student Learning

- ☐ 1. Challenge librarians and libraries to engage learners with information literacy skills in a way that is scalable and sustainable.
- ☐ 2. Increase the impact of information literacy by forming strategic partnerships with relevant higher education organizations.
- ☐ 3. Build capacity for librarians to collaborate with faculty and other campus partners in instructional and curricular design and delivery that will integrate information literacy into student learning.
- ☐ 4. Articulate and advocate for the role of librarians in setting, achieving, and measuring institutional student learning outcomes.

☒ Research and Scholarly Environment

- ☐ 1. Increase the ways ACRL is an advocate and model for open dissemination and evaluation practices.
- ☒ 2. Enhance members' capacity to address issues related to scholarly communication, including but not limited to data management, library publishing, open access, and digital scholarship.
- ☐ 3. Increase ACRL's efforts to influence scholarly publishing policies and practices toward a more open system.

☐ New Roles and Changing Landscapes

- ☐ 1. Deepen ACRL's advocacy and support for a full range of information professionals.
- ☐ 2. Equip library workforce at all levels to effectively lead, manage, and embrace change.
- ☐ 3. Expand ACRL's role as a catalyst for transformational change in higher education.

☐ Enabling Programs and Services (education, advocacy, publications, or member engagement)

Brief sentence connecting your project to the Plan

RBM should reflect the changing landscape of special-collections practice through its content.

Timeline

- ☐ continuous project assigned in charge
- ☒ short-term project that will be completed this membership year
- ☐ multi-year project continuing past this membership year (expected completion date: _____)

Note: Multi-year, strategic goal-area projects are tracked in a multi-year planning grid. Expect your staff liaison to follow-up with questions to add this project to ACRL's multi-year planning grid which is reviewed by the Board at its fall Strategic Planning Session and referenced for budget preparation.

Outline the steps and intermediate deadlines planned to complete the project.*(add rows as needed)*

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial*, technology, staff support)
Publish a thematic issue of <i>RBM</i> on the use of digital surrogates in writing, research, teaching	Submissions due by Nov 2020	RBM editor Richard Saunders	ACRL production-staff support
Review submissions for inclusion in the thematic issue	Sep-Dec 2020	Editorial board and external reviewers	Time and attention; Knowledge of the field
Issue publication	May 2021	ACRL production staff, editor Richard Saunders	

Assessment: How will success be measured?

- Publication of the issue.
- Articles in the thematic issue will rank highly in the automated *RBM* download counter.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	"Resources for College Libraries" Editorial Board
Charge/Tasks:	The editorial board is charged to serve in an advisory capacity to CHOICE staff regarding Resources for College Libraries editorial policy matters.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Tammera Race
Vice-Chair:	--
Board liaison:	Lauren Pressley
Staff liaison:	Anne Doherty; Mark Cummings
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Tammera Race
Vice-Chair:	--
Board liaison:	Karen Munro
Staff liaison:	Anne Doherty; Mark Cummings
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Tammera Race	Date:	11 June 2020
Work plan submitted by:	Tammera Race	Date:	30 July 2020

2019–2020 Year-end Report

This report will be included in the committee’s official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

1. Consult on a regular basis between meetings and 2 meetings during the year, serving in an advisory role for the RCL publication, including editorial development.
2. Support editorial recruitment.
3. Use the RCL database for 60 minutes per year and provide feedback.

2. What were the relevant results for your projects?

1. Regular meetings were held.
2. Prospective peer reviewers were recommended.
3. Database feedback was received from 5 out of 8 members (63%).

3. Which if any 2019–2020 projects will continue next year?

1. Consult on a regular basis between meetings and 2 meetings during the year, serving in an advisory role for the RCL publication, including editorial development.
2. Support editorial recruitment.
3. Use the RCL database for 60 minutes per year and provide feedback.

4. What worked well?

Regular encouragement from our Project Editor increased participation in database evaluation. Five members contributed evaluations and comments compared to two members last year. Also, the Board members agreed that a letter of support would be valuable to librarians (especially those in new positions) to justify ALA Annual meeting attendance. The Project Editor and Chair wrote one such letter this past year.

5. What could have worked better?

We generated many good ideas for supporting editorial recruitment efforts at our mid-year meeting in December. We could have had more follow up to implement some of those ideas in the spring.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Every year, the Project Editor and the editorial Board chair analyze Board compositional representation (e.g. race, ethnicity, gender, gender identity, and institutional Carnegie classification).

7. Was there information you could have been provided before starting this project that would have made your work easier?

Optional.

8. What made this work most rewarding (observations/comments/accolades)?

Our Project Editor is dedicated, very organized, and an excellent communicator. In addition, our Board members were committed and creative, sharing ideas and contributing time to specific projects (especially the database review).

9. Any other comments, recommendations, or suggestions?

Reminders and shorter intervals between deliverables were useful, and worth continuing in the next year.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Provide advice and feedback on RCL's editorial development.
Brief Description:	The editorial board will serve in an advisory role for the RCL publication, including editorial development. The board will consult on a regular basis, including meeting at ALA Midwinter and ALA Annual, and scheduling additional meetings as needed. Both Midwinter and Annual meetings may be conducted virtually, as needed.

Activity #1 Timeline	
How long will it take to do this project?	
<input checked="" type="checkbox"/>	continuous project assigned in charge
<input type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
<input type="checkbox"/>	Value of Academic Libraries
<input type="checkbox"/>	Student Learning
<input type="checkbox"/>	Research and Scholarly Environment
<input type="checkbox"/>	New Roles and Changing Landscapes
<input type="checkbox"/>	Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/>	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
By supporting the publication and editorial development of Resources for College Libraries, the board provides the continued role for a core bibliography in shaping academic library collections and research initiatives, including increasing access to data and supporting the scholarly environment.	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Review & discuss editorial matters at ALA Midwinter meeting	On or before Jan. 26, 2021	Board members, chair, staff liaison	Online meeting software, ALA Connect, staff support
Review & discuss editorial matters at ALA Annual meeting	On or before June 29, 2021	Board members, chair, staff liaison	Online meeting software, ALA Connect, staff support, or meeting space
Additional meetings as needed to facilitate & conduct board work	TBD	Board members, chair, staff liaison	Online meeting software, ALA Connect, staff support

Activity #1 Assessment
How will success be measured?
<p>Success will be measured by member attendance and active participation. Our goal is to have a quorum (five or more members) at both the Midwinter and Annual ALA meetings.</p>

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Support increasing diversity in editorial recruitment and outreach communications.
Brief Description:	Recruiting a more diverse peer group is key to ensuring Resources for College Libraries' editorial integrity and relevancy to today's undergraduate students.

Activity #2 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
<input checked="" type="checkbox"/> Core Commitment to Equity, Diversity & Inclusion	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Recruiting a more diverse peer review group is a key component of ensuring the editorial integrity of Resources for College Libraries, and that its contents reflect the needs of today's undergraduate students.	

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Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Draft/review a survey of past peer reviewers, including optional demographic information, to serve as a baseline for future efforts	On or before Jan. 26, 2021	Board members, chair, staff liaison	ALA Connect, online meeting support
Identify means to distribute editorial opportunities & announcements to librarians of color	On or before April 15, 2021	Board members, chair, staff liaison	ALA Connect, online meeting support
Identify individual librarians to invite to serve & participate	On or before April 15, 2021	Board members, chair, staff liaison	ALA Annual meeting space, or online meeting support, ALA Connect, staff support

Activity #2 Assessment
How will success be measured?
Our criteria for success is that we can use the survey information, and expanded distribution, to invite a more diverse pool of peer reviewers to participate.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Use the RCL database for 30 minutes per year and provide feedback on new database features & enhancements.
Brief Description:	Board members will use and evaluate the RCL database for at least 30 minutes during the next year.

Activity #3 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
By supporting the publication and editorial development of Resources for College Libraries, the board promotes the continued role for a core bibliography in shaping academic library collections and research initiatives, including increasing access to data and supporting the scholarly environment.	

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Use & evaluate RCL database for at least 30 minutes	Feb. 1, 2021	Board members	Access RCL & user prompts, post evaluations to ALA Connect

Activity #3 Assessment
How will success be measured?
Our criteria for success will be the level of participation by Board members (75% participation rate), including meaningful feedback posted to ALA Connect by Feb. 1, 2021.



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Research Planning and Review Committee
Charge/Tasks:	Responsible for creating and updating a biennial environmental scan for the association that encompasses trends in academic librarianship, higher education, and the broader environment, e.g., economic, demographic, political, for release at the ACRL conference. Identifies the "ACRL Top Trends" for release every two years in non-ACRL conference years.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2020)	
Chair:	Allison Benedetti
Vice-Chair:	Ginny Boehme
Board liaison:	Caroline Fuchs
Staff liaison:	Mary Jane Petrowski
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Ginny Boehme
Vice-Chair:	Alex McAllister
Board liaison:	Toni Anaya
Staff liaison:	Mary Jane Petrowski
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Allison Benedetti	Date:	June 29, 2020
Work plan submitted by:	Ginny Boehme	Date:	

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

We researched and wrote the Top Trends article, published in the June issue of C&RL News.

2. What were the relevant results for your projects?

The publication was completed on time and we were able to add some last-minute wording to refer to the COVID-19 shutdown, although we were not able to address it in depth, as the text was researched well before and submitted just as things were closing down.

3. Which if any 2019–2020 projects will continue next year?

None.

4. What worked well?

We once again used Google Drive/Docs to keep ourselves organized and to streamline the editing process. Although we had a few minor inconveniences having to export and edit the last few drafts in Word (mostly when trying to resync citations, see below), it remains the best and most widely used option for us to collaboratively write.

This year we waited until the final draft to sync the citations from the Zotero folder. This reduced the amount of editing and errors on our end with various document versions getting passed back and forth. We offered individual assistance for those who were not as familiar with Zotero, but did insist that its use was mandatory for committee service.

5. What could have worked better?

We had a committee member inform us very close to our writing deadline that they would not be able to complete their assignment. This required us to scramble to fill in gaps. In future, we would recommend

starting the year with a clear discussion of expectations and how to communicate if circumstances arise that prevent participation or completion of work.

Also, the citations got messed up during publication, so a correction had to be issued and the original print edition is wrong.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Several of the themes of the Top Trends article related to equity, diversity, and inclusion. We attempted to write the document in such a way as to present important work and issues without making them sound too “trendy,” as if they were just a flavor of the month or year, but rather key to our field and with practical references to help others engage and move this work forward.

7. Was there information you could have been provided before starting this project that would have made your work easier?

None.

8. What made this work most rewarding (observations/comments/accolades)?

The committee members are thoughtful and bring interesting and different perspectives on library work. It is gratifying to hear that people read and value the article. Ginny was a great partner and I have no doubt that she will be an excellent chair next year.

9. Any other comments, recommendations, or suggestions?

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	2021 Environmental Scan
Brief Description:	Research and write an environmental scan of professional literature, news, and other information that presents trends in academic librarianship, higher education, and the broader environment, e.g., economic, demographic, political.

Activity #1 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
X	New Roles and Changing Landscapes 2. Equip the academic library workforce to effectively lead, manage, and embrace change, advocate for their communities, and serve as a catalyst for transformational change in higher education.
	Core Commitment to Equity, Diversity & Inclusion
	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
The Environmental Scan will identify trends in higher education that effect library budgets, clientele and services, as well as librarians' relationships and roles within their institutions. This report will facilitate librarian preparedness for the changing higher education climate. An extensive bibliography of references will be included.	
Activity #1 Outline	

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Committee meets to discuss project and work plan, including committee expectations, norms, and tools needed for the project (e.g. Zotero, Google Docs)	July	All members; chair and vice-chair set meeting	Online meeting (Zoom)
Review past Scans, Top Trends, and other relevant documents Brainstorm and discuss topics for inclusion; begin assigning sections for members to write	August	All members	Online meeting (Zoom); Google Docs and Zotero for writing
Finalize section assignments / Progress check-in	September	All members	Online meeting (Zoom)
Progress check-ins (as needed)	October, November	All members	Online meeting (Zoom)
Draft sections due to chair & vice-chair	December 4, 2020	All members	
Final draft of sections due to chair & vice-chair	January 8, 2021	All members	
Compile and edit Environmental Scan; begin planning for presentation at ACRL 2021 based on conference format	January	Chair & vice-chair; all members	will need to contact Margot Conahan / Tory Ondra to reserve slot at conference
Compiled Scan submitted to ACRL Board for review	February 5, 2021	Chair, ACRL Board	Board needs 2 weeks for review (?)
Revise Scan based on Board feedback; finalize plan for presentation	Late February	All members	
Final draft to ACRL Board	March	Chair	
Present Environmental Scan at ACRL 2021	April	Committee members	

Activity #1 Assessment
How will success be measured?
The project will be a success when a completed and relevant Environmental Scan is approved by the ACRL Board, published, and presented at the ACRL Conference.



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Research and Scholarly Environment
Charge/Tasks:	To oversee and coordinate ACRL's Research and Scholarly Environment Initiative as described in the strategic plan; work with the ACRL Board and other ACRL units in creating a comprehensive effort including coalition building, professional development, publications, research, and advocacy and in developing the ACRL research and scholarly communications website; and monitor and assess the effectiveness of the ACRL Research and Scholarly Environment Initiative.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Nathan Hall
Vice-Chair:	Charlotte Roh
Board liaison:	Cinthy Ippoliti
Staff liaison:	Kara Malenfant and Erin Nevius
Other leaders:	Incoming Vice-Chair: Thomas Padilla

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Charlotte Roh
Vice-Chair:	Thomas Padilla
Board liaison:	Cinthy Ippoliti
Staff liaison:	Erin Nevius
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Nathan Hall	Date:	7/15/2020
Work plan submitted by:	Charlotte Roh	Date:	8/1/2020

2019–2020 Year-end Report

This report will be included in the committee’s official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- Scholarly Communications Research Grants [announced](#), reviewed, and seven [awarded](#)
- Ten [“Scholarly Communications” columns in C&RL News](#)
- Five Scholarly Communications Roadshow Hosts [selected](#)
- Crafted federal RFI responses, and contributed to several others
- Hosted ACRL/SPARC Forum at ALA Midwinter
- ACRL/SPARC Forum for ALA Annual 2020 was adapted into a virtual program to be presented August 2020
- Scholarly Communications Discussion Group hosted at ALA Midwinter

2. What were the relevant results for your projects?

Research Grants interim reports received. Most have had to re-budget due to cancelled events and travel. Research is ongoing.

Roadshows postponed until travel can be safely resumed.

3. Which if any 2019–2020 projects will continue next year?

- Research grants (first round still in funding period)
- Planning for special issue in C&RL 2022
- Planning for panel ACRL Conference 2021
- “Scholarly Communication” columns in *C&RL News*
- ACRL/SPARC Forums (current plans for a virtual format in anticipation of continued travel delays)
- Roadshow oversight

4. What worked well?

Communication with ACRL staff and elected leadership.

It has always been easy to communicate frankly and work constructively with Staff Liaisons Kara Malenfant and Erin Nevius, Board Liaison Cinthya Ippoliti, Past-President Karen Munro, incoming President Jon Cawthorne, and retired Executive Director Mary Ellen Davis. I have learned a lot from these colleagues, some through mentoring and direct counsel, but all of them through observation.

5. What could have worked better?

Appointments Process.

As documented previously in other channels, we wish the Appointments Committee had consulted us before making their initial appointment for the incoming vice-chair. For my part, I could have done better after the Appointments Committee reached out for recommendations by telling them that the vice-chair [Charlotte Roh] and I [Nathan Hall] were interviewing four committee members with the goal of recommending one as the new vice-chair. I recommend that future chairs of all goal area committees be counseled to discuss timelines and processes with the Appointments Committee to ensure that everyone understands each other.

Committee Size, Strengths, and Interests.

When I joined ReSEC in 2015-2016, there were 20 members. For 2019-2020, there were 27 members. The committee's size makes it increasingly difficult to manage, especially without knowing what any of the committee members entered as the strengths they bring to service, and why they're interested in serving on this committee. I recommend a discussion about whether it would be appropriate to cap the number of committee members, and I recommend that the Appointments Committee or ACRL staff make the volunteer form data of members available to committee leadership so that appropriate tasks can be delegated to people with ability and interest to bear on those programs and challenges.

Roadshow Management and Communication

While goal area committees provide oversight for the roadshows, all operations have been managed directly between the roadshow coordinators and ACRL's Professional Development and Outreach Program. As committee chair, I only learned about updates and changes to the roadshow program from the roadshow coordinators, and never from Professional Development and Outreach. Committee chairs could play a strong role in managing, communicating, and facilitating change to roadshow curricula and structure, and thus better support ACRL's strategy. I recommend that goal area committee leaders be included on approval of roadshow coordinator and presenter contracts, and on structural and curricular changes to the roadshows. I also recommend more clarity on whether communication should occur directly between committee chairs and Professional Development and Outreach, or whether the staff liaisons should be an intermediary.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

The Scholarly Communications Research Grants, born out of the research agenda published in *Open and Equitable Scholarly Communications: Creating a More Inclusive Future*, encouraged "work related to issues of equity, diversity, and inclusion and that amplifies the perspectives and knowledge of historically underrepresented groups"

7. Was there information you could have been provided before starting this project that would have made your work easier?

No, this project has been closely coordinated with ACRL staff and elected leadership. We had all the information we needed to facilitate our success.

8. What made this work most rewarding (observations/comments/accolades)?

The global and transdisciplinary reach of the research agenda and scholarly communications grant program. One of my private ambitions in this project has been for academic librarianship to affect change across the academy, particularly in the ethics and economy of scholarly publishing, and for ACRL to simultaneously have global reach through the study of the research environment outside of the hegemonic global north. While the full impact of the research agenda and the scholarly communications grants remains to be seen, the awarded projects certainly had the scope that reflected my vision, as well as the values and goals of the research agenda.

Working with a team of intelligent, collegial, and dedicated committee members on a transformative project, with the clear and dedicated support of the association, has been a career highlight.

9. Any other comments, recommendations, or suggestions?

Like many programs, our work has been disrupted by the global pandemic, and also by ALA's budget challenges. For ReSEC, this prevents us from renewing the Scholarly Communication grant program, and from working with the other goal area committees, roadshows, and board to open the subsidy for the scholarly communications roadshow to other roadshows, and to specifically target HBCUs, Tribal Colleges and Universities, Hispanic Serving Institutions, and Community Colleges with that subsidy. We hope that once things return to normal, ACRL will consider supporting these programs again.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Scholarly Communications Research grants
Brief Description:	<p>The Scholarly Communications Research grants are an extension of the research agenda published in <i>Open and Equitable Scholarly Communications: Creating a More Inclusive Future</i>, encouraged “work related to issues of equity, diversity, and inclusion and that amplifies the perspectives and knowledge of historically underrepresented groups”.</p> <p>Researchers have done an admirable job of pivoting their projects in this pandemic time, shifting their methods and schedules appropriately.</p>

Activity #1 Timeline
How long will it take to do this project?
short-term project that will be completed this membership year

ACRL Plan for Excellence			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment X			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion X			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
<p>I selected two goals, Research and Scholarly Environment and Core Commitment to Equity, Diversity, and Inclusion, because those are the explicitly stated goals of the research agenda as well as the funded projects. A list of the research projects is at https://acrl.ala.org/acrlinsider/archives/18561.</p>			
Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Ongoing oversight and communication with researchers	6/18/2021	Amanda Nichols Hess Erin Nevius	
ACRL Open Access Week Panel with researchers	10/21/20	Amanda Nichols Hess	Registration, meeting, and outreach
ACRL panel with researchers	ACRL 2021 tbd	Amanda Nichols Hess	Room and space on program
Planning for special issue in C&RL 2022	2022	Thomas Padilla	
Funding for future grants	2021-2022 budget cycle	Thomas Padilla	Funding to continue grant, as it is currently suspended

Activity #1 Assessment
How will success be measured?
<ul style="list-style-type: none"> - Successful completion of research projects - Clear and impactful reporting on research projects and activity inspired by the agenda outside of the grant, through panels and publications - Funding for future grants based on the value and success of this activity
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	C&RL News Scholarly Communications column
Brief Description:	C&RL News has a regular scholarly communications column that addresses a wide range of cutting edge issues and is edited by ReSEC members

Activity #2 Timeline
How long will it take to do this project?
continuous project assigned in charge

<u>ACRL Plan for Excellence</u>
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment X
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

This column addresses the broad-ranging research and scholarly environment directly through writing of guest authors who are either established experts or fresh voices and perspectives in the scholarly communications field.

Activity #2 Outline**Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Ongoing management of the column, which publishes monthly	n/a	Allison Langham-Putrow Taylor Dwyer Emily Ford	Continued support from David Free and C&RL News staff

Activity #2 Assessment**How will success be measured?**

Through readership, downloads, citation impact, and other assessments tracked by C&RL News.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3

Activity Name:	Research Data Management and Scholarly Communications Roadshow
Brief Description:	Both roadshows will need to go through revision for an online format that is appropriate for the pandemic environment and beyond. This is particularly the case for the RDM roadshow, which is going through a transition in its team makeup.

Activity #3 Timeline**How long will it take to do this project?**

continuous project assigned in charge

<u>ACRL Plan for Excellence</u>			
Check the best goal and objective.			
Value of Academic Libraries			
Student Learning			
Research and Scholarly Environment X			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
<p>Scholarly Communications and Research Data Management are both important central areas for open access, open data, and all things in the realm of the research and scholarly environment. These two roadshows are valuable in equipping ACRL institutions in these subject areas.</p>			
Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Launch a new webcast series for the Scholarly Communications roadshow	February 2021	Will Cross	Work closely with Chase Ollis to coordinate with roadshow standards and to provide for all logistical and technical details
Work with existing Research Data Management Roadshow presenters to organize online events in lieu of in-person events	July 2021	Shilpe Rele Willa Tavernier	Working with Erin Nevius and Chase Ollis on logistical and technical details

Activity #3 Assessment
How will success be measured?
Success will be measured by transition to online offerings by July of 2021 that result in registrations and attendance by the ACRL community.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	RFI Policy Response
Brief Description:	This subcommittee responds to requests for information from the ACRL Board, the federal government, and community partners in order to advocate for ACRL interests

Activity #4 Timeline
How long will it take to do this project?
continuous project assigned in charge

<u>ACRL Plan for Excellence</u>
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment X
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Crafts ACRL responses to issues around scholarly communications and the research and scholarly environment (copyright, open access, data, open education and scholarship). For example, the most recent work was a response to the request for information from the White House Office of Science and Technology Policy on open access.

Activity #4 Outline**Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.**

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Respond to federal and ACRL requests as needed	n/a	Sandra Enimil Tina Baich Charlotte Roh Thomas Padilla	Erin Nevius and Cinthia Ippoliti keeping us up to date on what is needed by ACRL

Activity #4 Assessment**How will success be measured?**

Success will be achieved through a quick turnaround time (hence rapid response), as well as thorough, knowledgeable and impactful statements that reflect ACRL values and priorities.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #5

Activity Name:	Scholarly Communication Toolkit
Brief Description:	The ACRL Scholarly Communications Toolkit is the #1 viewed library guide in the ACRL system and is heavily used during Open Access Week. It is important to keep it up to date: https://acrl.libguides.com/scholcomm/toolkit

Activity #5 Timeline
How long will it take to do this project?
continuous project assigned in charge

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment X
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
The toolkit went through a revision last year, so this year is a simple update for Open Access Week.

Activity #5 Outline								
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.								
<table border="1"> <thead> <tr> <th>Specific Action</th> <th>Due Date</th> <th>Party Responsible</th> <th>Resources Needed (e.g., financial, tech, staff support)</th> </tr> </thead> <tbody> <tr> <td>Update toolkit for Open Access Week</td> <td>10/10/20</td> <td>Ashley Sergiadis</td> <td></td> </tr> </tbody> </table>	Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)	Update toolkit for Open Access Week	10/10/20	Ashley Sergiadis	
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)					
Update toolkit for Open Access Week	10/10/20	Ashley Sergiadis						

Activity #5 Assessment
How will success be measured?
The Open Access page streamlined, checked for spelling/grammar errors, broken links, and appropriate content for Open Access Week.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #6	
Activity Name:	Scholarly Communications Discussion Group and list-serv
Brief Description:	Plan and execute the ACRL/SPARC Forum and manage the ACRL scholarly communication list-serv

Activity #6 Timeline
How long will it take to do this project?
continuous project assigned in charge

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment X
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
ReSEC works closely with SPARC to host an ACRL/SPARC Forum on timely subjects in the scholarly ecosystem such as big deal cancellations, collective reinvestment in open infrastructure, and diversity, equity, and inclusion in scholarly communication.

Activity #6 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
ACRL/SPARC Forum: Navigating the Current Budget Crisis While Creating a More Sustainable, Values- Aligned Future for Research	8/5/20	Erin Owens Mel DeSart	Outreach, registration, hosting
Move scholcomm listserv from Sympa to ALA Connect	8/1/20	Erin Owens Mel DeSart	Support in the technical process
ACRL/SPARC Forum	tbd 2021	Erin Owens Mel DeSart	Outreach, registration, hosting

Activity #6 Assessment
How will success be measured?
<p>Successful events with great speakers, good attendance, and impactful content</p> <p>http://www.ala.org/news/member-news/2020/07/acrlsparc-forum-navigating-current-budget-crisis-while-creating-more-sustainable</p> <p>Note: Due to the pandemic, all events are online</p>



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL Section Membership Committee
Charge/Tasks:	To facilitate the sharing of information among section membership committees; to gather section membership reports annually, compile them, and submit a comprehensive membership report to the ACRL board; to foster collaboration among sections on membership-related activities and projects.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2020)	
Chair:	Larayne J. Dallas
Vice-Chair:	Shauna Borger Edson
Board liaison:	Jeanne Davidson
Staff liaison:	Mary Jane Petrowski, Gena Parsons-Diamond
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Shauna Borger Edson
Vice-Chair:	Ilka Datig
Board liaison:	To be assigned
Staff liaison:	Mary Jane Petrowski, Gena Parsons-Diamond
Other leaders:	

Report & Work Plan Submission			
Year-end report written by:	Larayne Dallas	Date:	Expected July 31, 2020
Work plan submitted by:	Shauna Borger Edson	Date:	Expected August 15, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

We:

- Worked with the LibGuide liaison from the ACRL Membership Committee to clarify how members of our committee can contribute content to the ACRL Early Career LibGuide.
- Shared ideas on content to add to the Early Career LibGuide and shared ideas on other resources to serve students and early career librarians.
- Shared membership information from our sections on recruitment and retention.
- With much appreciation to Gena Parsons-Diamond, went to a new system for the collection of membership statistics.
- Collected updated communication templates and shared them in the committee's ALA Connect space.
- Provided orientation to new committee members to help them take advantage of the monthly membership reports.
- Established the need for a re-write of the committee's charge and began first steps on that process.

2. What were the relevant results for your projects?

- Changed the method of gathering membership statistics. (There had been a plan to re-do an old form but it turned out that members mostly didn't have access to the information, anyway.)
- Updated communication templates were added to ALA Connect for better sharing.
- We realized that the committee's charge was outdated.
- With the help of the orientation session, new members could take better advantage of monthly membership reports.
- With the sharing of work done in various sections, we hope for good ideas to inspire and multiply.

3. Which if any 2019–2020 projects will continue next year?

We hope that

- Members will continue to share information about membership work in their sections.
- Communication templates will be updated in ALA Connect.
- The committee's charge will be updated.
- New members will be oriented to take advantage of the monthly membership reports.
- Useful content will be contributed to the Early Career LibGuide.

4. What worked well?

With the strong support of our ACRL liaisons and of our Board liaison, we were able to get information we asked for and to get it quickly.

5. What could have worked better?

It seems as though our strength should be in sharing information about recruitment and retention. Instead, we are expected to have projects. Then, though the process is intended to have members agree on the projects, it only works that way in theory. The plan is due just as members are gearing up for the new year. As chair, I felt that I had to come back to these projects for which I'd signed us up but for which few on the committee had "buy in". At a minimum, I should have sent (for their approval) a clear summary of the work plan projects instead of just the whole work plan document.

With large committees, it can be hard to feel connected. My skill with Zoom has increased but could have been better. I made several dumb mistakes.

Fortunately, many of us now have Zoom accounts or access to Zoom accounts; I think that it is about impossible to both schedule a meeting and use the ACRL account.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Always we strive to do more but we hope to demonstrate this commitment by:

- Reaching with supportive information every individual who might wish to join us in library work.
- Encouraging every individual once a member to feel welcome in ALA and ACRL and to stay with us.

- Providing --- as we can --- materials and opportunities appealing to all members of our society.

7. Was there information you could have been provided before starting this project that would have made your work easier?

I continue to be mystified by my standing with the ACRL Membership Committee. I am an ex-officio member of the committee but have received (I believe) two communications from that group. I should have looked into that and think that a closer relationship might have helped me better understand my role with the larger organization.

8. What made this work most rewarding (observations/comments/accolades)?

The hope of reaching students and early-career librarians with helpful information.

9. Any other comments, recommendations, or suggestions?

I fear that this form is overwhelming for most committee members to tackle. I realize that it is for other audiences, too, but I felt and feel as though I am intended to share the whole thing with committee member, difficult as it is. Could we squeeze it into four pages?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Change committee charge
Brief Description:	To facilitate the sharing of information among section membership committees; to gather section membership reports annually, compile them, and submit a comprehensive membership report to the ACRL board; to foster collaboration among sections on membership-related activities and projects.

Activity #1 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
X short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
X New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Over time, our committee activities have changed and ACRL staff have had better access to membership reports for the ACRL board. Our committee can focus more on connecting membership activities and sharing engagement models across ACRL committees.	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Strike "to gather section membership reports annually, compile them, and submit a comprehensive membership report to the ACRL board" from the charge.	September 2020	Chair/Vice-Chair	ACRL Membership Committee and ACRL board (?)

Activity #1 Assessment

How will success be measured?

The charge gets updated.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2

Activity Name: Monthly membership statistics

Brief Description: Plan an orientation or some sort of documentation so members know how to access membership statistics.

Activity #2 Timeline

How long will it take to do this project?

☒ continuous project assigned in charge

☐ short-term project that will be completed this membership year

☐ multi-year project continuing past June 30, 2021. Expected completion date:

[ACRL Plan for Excellence](#)

Check the best goal and objective.

Value of Academic Libraries

Student Learning

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion	
X	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Members from 2019-2020 said they found an informational webinar regarding the membership statistics very helpful. We want to make sure members have the stats their committees need.	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Reach out to ACRL staff to find out whether we are getting reports and ask for documentation for accessing the reports.	September/October 2020	Chair / Vice-Chair	Blackboard Collaborate (Parkside's version is fine)
Include member outreach templates for contacting dropped members.	September/October 2020	Chair / Vice-Chair	N/A

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)

Activity #2 Assessment
How will success be measured?
<p>We will share this information with members both over an online meeting and through email for those members who can't make it.</p> <p>Does ACRL have access to membership statistics yet?</p>
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Sharing engagement and outreach ideas/activities
Brief Description:	Setup a monthly sharing opportunity (during meeting or over email) where one or more members share their engagement and outreach ideas/activities in their section. This will help others come up with innovative ways to create quality activities for their members.

Activity #3 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries

Student Learning			
Research and Scholarly Environment			
New Roles and Changing Landscapes			
X Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
We need to get better at allowing our members to participate in low stakes/informal activities. ACRL Section Membership members are interested in learning how other sections create more connectedness and engagement in their sections. Sharing our activities across our committee will help connect us and generate more ideas for better programming.			
Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Sharing outreach/engagement ideas/activities	September 2020	Chair / Vice-Chair	Blackboard Collaborate / Google slides (?)

Activity #3 Assessment
How will success be measured?
<p>If at least 5 members will share in a meeting or over email, their activities and programs for member engagement, we will call that a success.</p>



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	ACRL Standards Committee
Charge/Tasks:	<p>Charge/Tasks: Responsible for overseeing the development of standards and guidelines adopted and promoted by the Association.</p> <p>Tasks:</p> <ul style="list-style-type: none"> • Monitors existing ACRL standards and guidelines and recommends revision or recession when appropriate to the ACRL Board. • Recommends new standards or guidelines as needed. • Assists units of ACRL in developing standards and guidelines. • Maintains a manual of policies and procedures related to the development of standards within ACRL. • Recommends to the ACRL Board the acceptability of proposed standards, guidelines, and related documents. • Guides and monitors the solicitation of member comment on ACRL standards and guidelines through email distribution lists (listservs) before they are recommended to the ACRL Board. • Holds or delegates the holding of open hearings on ACRL standards when this option for gathering member comments is employed. • Recommends to the ACRL Board the acceptability of proposed translations of standards, guidelines, and related documents into languages other than English.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Willie Miller
Vice-Chair:	Jennifer Steele
Board liaison:	April Cunningham
Staff liaison:	David Free
Other leaders:	Emily Drabinski, Chair of Information Literacy Frameworks and Standards Committee

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Jennifer Steele
Vice-Chair:	Elizabeth Burns
Board liaison:	April Cunningham
Staff liaison:	David Free
Other leaders:	Caitlin Plovnick, Chair of Information Literacy Frameworks and Standards Committee

Report & Work Plan Submission			
Year-end report written by:	Willie Miller	Date:	
Work plan submitted by:	Jennifer Steele	Date:	

2019–2020 Year-end Report

This report will be included in the committee’s official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

Reviewed the following standards and guidelines:

- ACRL-RBMS/SAA Guidelines on Access to Research Materials in Archives and Special Collections Libraries
- Framework for Access Services Librarianship
- RBMS Code of Ethics
- ACRL Framework for Impactful Scholarship and Metrics

2. What were the relevant results for your projects?

The following standards and guidelines were reviewed and approved by the ACRL Board:

- ACRL-RBMS/SAA Guidelines on Access to Research Materials in Archives and Special Collections Libraries
- Framework for Access Services Librarianship
- RBMS Code of Ethics

3. Which if any 2019–2020 projects will continue next year?

ACRL Board Review of the following standard and guidelines following revision by the developing task force and approval by Standards Committee:

- ACRL Framework for Impactful Scholarship and Metrics

4. What worked well?

Meeting virtually and working over email worked well. Our staff liaison, David Free, was amazing and very knowledgeable and helpful.

5. What could have worked better?

It is difficult to get leaders of the groups for which older standards/guidelines belong to respond to messages about reviewing or updating the standards/guidelines. Section chairs may need more education on updating/reviewing standards and guidelines.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

7. Was there information you could have been provided before starting this project that would have made your work easier?

8. What made this work most rewarding (observations/comments/accolades)?

Having the Framework for Access Services Librarianship reviewed and approved by the Board was very rewarding. This is a new Framework that the Access Services Interest Group developed on their own and took the initiative to connect to the Standards Committee to get it approved.

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Manage ongoing revision of information literacy standards and guidelines.
Brief Description:	Continue working with the Information Literacy Frameworks and Standards Committee to push to have outdated information literacy documents revised and updated in light of the Framework for Information Literacy.

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Activity #1 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
	Value of Academic Libraries
X	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
This project continues the process of updating information literacy-related documents that support student learning to align with the Framework for Information Literacy.	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Continue to work with Information Literacy Standards and Frameworks Committee to move IL standards	Ongoing	Jennifer Steele, Caitlin Plovnick (ILFSC chair)	

that are past due for revision after the adoption of the Framework for IL through the development and approval process.			

Activity #1 Assessment
How will success be measured?
If documents are moved forward from the ILFSC to Standards for review and sent to the Board of Directors for final review/ approval.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Manage ongoing standards, guidelines, and frameworks processes for new and revised documents.
Brief Description:	Manage ongoing work on all standards, guidelines, and frameworks that are under the five-year cycle for review and revision. Work with groups developing new documents to move them through the process.

Activity #2 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
X	Value of Academic Libraries
X	Student Learning
X	Research and Scholarly Environment
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
The committee will prepare for the review of standards which focus on the value and assessment of library services to higher education, particularly in regard to undergraduate and distance education, the management of special collections, and the impact of scholarship, along with working to the development of any new documents that arise over the course of the year.	

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Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Manage process of other ongoing document creation and revision, including:			
Standards for Distance Learning Library Services	July 2021	Jessica Kohout-Tailor	
Guidelines on the Selection and Transfer from General Collections to Special Collections	July 2021	Jack Fritts	
Guidelines for University Library Services to Undergraduate Students	October 2018 (past due)	Jennifer Steele	
Guidelines for Interlibrary and Exhibition Loan of Special Collections Materials	January 2017 (past due)	Amy Dye-Reeves	
ACRL Framework for Impactful Scholarship and Metrics	New document under development	Jack Fritts	

Activity #2 Assessment
How will success be measured?

If documents are moved along from the originating groups to the Standards Committee for review and then on to the Board of Directors for final review and approval.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	
Brief Description:	

Activity #3 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Information Literacy Frameworks and Standards Committee
Charge/Tasks:	Oversees the development and review of discipline specific information literacy documents, including frameworks and standards. Provides guidance for groups developing discipline specific IL documents, reviews drafts, and updates documentation related to the process. This committee, in conjunction with the Standards Committee, is responsible for the Framework for Information Literacy for Higher Education document.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Emily Drabinski
Vice-Chair:	Caitlin Plovnick
Board liaison:	Caroline Fuchs
Staff liaison:	Mary Jane Petrowski
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Caitlin Plovnick
Vice-Chair:	Wayne Bivens-Tatum
Board liaison:	Toni Anaya
Staff liaison:	Mary Jane Petrowski
Other leaders:	

Report & Work Plan Submission

Year-end report written by:	Emily Drabinski	Date:	8/6/20
Work plan submitted by:	Caitlin Plovnick	Date:	

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- Completed EDI-related edits to tip sheet and checklist
- Facilitated a webinar on integrating social justice concerns in standards work
- Consulted with ACRL units developing disciplinary information literacy documents

2. What were the relevant results for your projects?

- Developed strategies for integrating EDI work into standards work that can now be shared with units updating their information literacy documents
- Attendance at our virtual discussion forum was high and we received positive feedback. A recording of this event can be shared with the ACRL community
- Committee members made contact with all groups with information literacy documents due for updates

3. Which if any 2019–2020 projects will continue next year?

- Results from the EDI tipsheet and checklist and the virtual discussion forum will be shared via the committee LibGuide

4. What worked well?

- Virtual meetings were a necessity and were well attended

5. What could have worked better?

- The difference between ILFSC and the Standards Committee should be made clearer to committee members and to the groups we liaise with.
- If the purpose of this committee is simply to assist in the submission of companion documents, ACRL might consider whether this work could be done at a lower cost through some other existing committee or staff position at the association.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

- EDI was the sole focus of the committee's work during the 2019-2020 cycle

7. Was there information you could have been provided before starting this project that would have made your work easier?

- As noted above, the relationship between this committee and the ACRL Standards should be clarified for all stakeholders

8. What made this work most rewarding (observations/comments/accolades)?

- The quality of work presented by the EBSS Social Work committee in the online discussion forum demonstrated the valuable work that this committee facilitates

9. Any other comments, recommendations, or suggestions?

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1

Activity Name:	Update ILFSC website to reflect updated resources
Brief Description:	The ILFSC committee has updated resources that are not currently reflected on the ILFSC website (https://acrl.libguides.com/ILFSC), including revisions to the Checklist and Tip Sheet for Developing and Revising Framework Companion Documents (updated to incorporate EDI considerations), and materials from presentations hosted by ILFSC over the past two years.

Activity #1 Timeline

How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

[ACRL Plan for Excellence](#)

Check the best goal and objective.
Value of Academic Libraries
Student Learning

Research and Scholarly Environment			
New Roles and Changing Landscapes			
X Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
This closes the loop on EDI work the committee completed last year.			
Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Replace Tip Sheet and Checklist on Libguide with updated versions	September 30, 2020	ILFSC chair, ACRL Staff Liaison	
Add links to recordings and materials from 2019 and 2020 ILFSC hosted virtual fora	October 31, 2020	ILFSC chair, ACRL Staff Liaison	May need assistance locating recordings and materials
Share updates with liaisons	November 15, 2020	committee	

Activity #1 Assessment

How will success be measured?

The activity will be complete when the items have been posted and shared! A review of LibGuides statistics for the site after items have been updated and shared may also be a helpful consideration for measuring success.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2

Activity Name:	Guide/onboard new committee members
Brief Description:	Committee members support various subject areas committees/task forces/groups that are revising/creating documents that connect information literacy in their areas with the ACRL Framework for Information Literacy for Higher Education. They need to understand the processes, procedures, and expectations related to this work so that they can effectively shepherd disciplinary groups through this work.

Activity #2 Timeline

How long will it take to do this project?

- ☒ continuous project assigned in charge
☐ short-term project that will be completed this membership year
☐ multi-year project continuing past June 30, 2021. Expected completion date:

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
Value of Academic Libraries	
X	Student Learning
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
<p>Because disciplinary companion documents are essential to facilitate librarians' efforts to set, achieve, and measure information literacy learning outcomes in their various disciplines across instructional settings and institutions, facilitating the processes where these documents are created represents the first step in the connection-building process. Ensuring that committee members are equipped to help groups through the document revision/creation process helps to increase information literacy's impact across higher education.</p>	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Contact all members via email and share resources (ILFSC LibGuide)	September 15, 2020	ILFSC chair	
Schedule initial virtual committee meeting where continuing members can share tips/suggestions about best practices interfacing with disciplinary groups	October 31, 2020	ILFSC chair	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Compile any best practices/tips/suggestions in a shared committee document. Update as needed.	December 1, 2020	ILFSC chair, committee	

Activity #2 Assessment
How will success be measured?
<p>This project will be successful if, by December 2020, new committee members report understanding the purpose and processes of ILFSC; feel comfortable reaching out to their assigned liaison areas; and know where to go if they need help or support.</p>

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Host a virtual forum to showcase recent work on companion documents
Brief Description:	Several groups are nearing completion of their companion documents. This information-sharing session will bring them into conversation about their processes and share their progress with the wider community. It will also offer instructive advice for other task forces/groups that are still early in the process of creating companion documents.

Activity #3 Timeline
How long will it take to do this project?
continuous project assigned in charge

x short-term project that will be completed this membership year

multi-year project continuing past June 30, 2021. Expected completion date:

[ACRL Plan for Excellence](#)

Check the best goal and objective.

Value of Academic Libraries

x Student Learning

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

This furthers the goal of facilitating librarians' efforts to set, achieve, and measure information literacy learning outcomes in their various disciplines through the presentation and promotion of existing efforts.

Activity #3 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Decide on theme for virtual session with ILFSC committee.	December 2020	Committee	
Set a date for a virtual discussion session	January 2021	ILFSC Chair, ACRL Staff Liaison	Technology for a virtual conference
Contact groups to participate in the discussion session	April 2021	ILFSC Chair and committee members	
Finalize event details (date, time, location information)	May 2021	ILFSC Chair, ACRL staff liaison	

Publicize the event	May/June 2021	ILFSC committee members	Staff support in promoting a virtual session
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Activity #3 Assessment
How will success be measured?
The discussion session will be successful if it is well-attended and well-received, and if presenters agree to share their content via the ILFSC LibGuide.
2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	Develop community of practice for groups working on companion documents
Brief Description:	Several groups in the process of developing companion documents have expressed an interest in connecting with others and having more concrete examples to follow for how to complete the process. This activity would explore how to better showcase existing work and connect groups to each other.

Activity #4 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input checked="" type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date: <input type="text" value="Ongoing as needed"/>	

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries

X Student Learning			
Research and Scholarly Environment			
New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
<p>By creating greater transparency and bringing together groups at different stages of companion document creation to compare practices, discuss questions and share advice, we will enhance librarians' efforts to set, achieve, and measure information literacy learning outcomes.</p>			
Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Discuss potential options for fostering connection between groups, and decide on specific activities to offer	December 2020	Committee	
Contact groups to participate in activities	January 2021	ILFSC chair and committee members	
Host activities	February 2021	ILFSC Chair, committee members and ACRL Staff Liaison	May need tech support if activities consist of virtual events and/or shared documents
Review and assess activities	April 2021	ILFSC chair and committee members	
Activity #4 Assessment			
How will success be measured?			

This will be successful if the committee can agree on activities to facilitate; follow through on offering them to groups working on companion documents; and if those groups participate in the activities. We will also conduct a follow-up survey to collect feedback from participants.



2020-2021 Work Plan + 2019-2020 Year-End Report

Committee Name & Charge	
Committee Name:	ACRL Student Learning & Information Literacy Committee
Charge/Tasks:	Our goal is to: Advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2020)	
Chair:	Nicole Brown
Vice-Chair:	Alex Hodges
Board liaison:	Caroline Fuchs
Staff liaison:	Mary Jane Petrowski
Other leaders:	Team Leads: Cara Berg, Melissa Mallon, Meg Meiman, Sara Miller

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Alex Hodges
Vice-Chair:	Meg Meiman
Board liaison:	Toni Anaya
Staff liaison:	Mary Jane Petrowski
Other leaders:	Team Leads: Andrea Baer, Melissa Mallon, Sara Miller

Report & Work Plan Submission			
Year-end report written by:	Nicole Brown	Date:	July 15, 2020
Work plan submitted by:	Alex Hodges	Date:	September 4, 2020

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

SLILC had 4 project teams this year:

- **Publications** led by Melissa Mallon
- **OER Toolkit** led by Meg Meiman
- **Engagement** led by Sara Miller
- **Professional Development** led by Cara Berg

2. What were the relevant results for your projects?

Publications

- Edited and solicited/scheduled columns (through Dec 2021) for C&RL News "Perspective on the Framework" column.
- Wrote and published "Keeping Up with ... Universal Design for Learning" essay.
- Put together an editorial team (recruiting 2 non-SLILC members) and communicated with ACRL on a book proposal related to inclusive pedagogy (plan to submit proposal in summer 2020).

OER Toolkit

- Researched and created a list of resources focused on open pedagogy and inclusive pedagogical practices.
- Began to refine the project team's charge and focus.

Engagement

- Analyzed use of ACRLFRAME discussion list, and recommend sunseting it.
- Extensively discussed the idea of "groups underserved by ACRL" and ways to engage that population; developed outline of strategy for identifying and engaging these groups.
- Edited new talking points for ACRL Liaisons Assembly Committee online guide.

Professional Development

- Designed and delivered two programs for ALA Midwinter in Philadelphia: 1) SLILC Forum: "Defining Inclusive Pedagogy" and 2) Framework Professional Development.
- Designed surveys for assessment of both SLILC programs at ALA Midwinter
- Began list of internal/external partnerships.

3. Which if any 2019–2020 projects will continue next year?

The scope and shape of project continuation will be determined by next year's leadership. Each team lead offers advice for next year:

Publications

- Connect more with the other project teams - look for collaborative publication efforts, such as with OER group to write a "Keeping Up with" or perhaps series of ACRL blog posts related to inclusive & equitable pedagogy.

OER Toolkit

- Shift and refine the charge for this group to focus on Open Educational Practices (OEP), specifically sets of practices that create an inclusive environment for learners.

- Rename to Open Educational Practices team, or something similar; this will allow the team to forge new ground, and to work with other SLILC teams to further open educational practices in a variety of ways--collaborating with the Professional Development Team to provide webinars and other professional development opportunities to the wider library community, and working with the Engagement Team to help develop a plan for reaching and working with libraries/librarians underserved by ACRL.
- Review and provide resources to the library community about OEP.
- Collaborate with other SLILC teams to provide free SLILC-sponsored webinars on OEP that are situated in varying contexts and/or use multiple approaches: anti-racist pedagogy, inclusive pedagogies, online education.

Engagement

- Condense several action items under umbrella of "underserved groups" project, including scholarship discussion, communicating and sharing stories, attendance at events, and regional discussions.

Professional Development

- Content: Focus on anti-racist pedagogy.
- Process: Focus on virtual learning (webinars, programs); this will be necessary with the pandemic.

4. What worked well?

- The matrix structure of the project teams;
- The Work Plan with a high level of detail and flexibility;
- The engaged and talented team leads.

5. What could have worked better?

- Committee members were stretched thin following the global pandemic, which arrived shortly after Midwinter and required us to freeze some of our work.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

SLILC uses an equity, diversity, and inclusion lens for all of the committee's work. As stated in the [ACRL Strategic Plan](#), SLILC's goal and objectives inform all of our work. Our goal and objectives inform every project SLILC undertakes.

- Goal: Advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.
- Objectives:
 - Empower libraries to build sustainable, equitable, inclusive, and responsive information literacy programs.
 - Collaborate with internal and external partners to expand understanding of the impact of information literacy on student learning.

7. Was there information you could have been provided before starting this project that would have made your work easier?

N/A

8. What made this work most rewarding (observations/comments/accolades)?

The people! And, importantly, the leadership of the previous SLILC Chair — Liz Galoozis.

9. Any other comments, recommendations, or suggestions?

ACRL will need to understand, and respond to, the unique constraints of our remote work environment. SLILC is comprised of many leaders who will need the flexibility to spend their finite energy at their own institutions. We can also use this opportunity to do remote committee work well, and to support community-building and an ethos community care during this difficult time.

2020–2021 Work Plan

Work Plan Activity #1	
Activity Name:	SLILC Open Educational Practices/Professional Development (OEPD) Team
Brief Description:	<p>Plan SLILC conference programming and coordinate with other ACRL entities that provide professional development to build partnerships that infuse SLILC’s goal into their work. Refocus last year’s work from Open Educational Resources (OER) to a broader focus on Open Educational Practices to support academic librarians as they advance equitable and inclusive pedagogical practices and environments that support student learning. Note: We have merged two teams based on member recommendations and our re-thinking of team matrix collaborations.</p> <p>Lead: Andrea Baer</p> <p>Members: Joe Askins, Kyle Binaxas, Mou Chakraborty, Lamonica Sanford; Ex-Officio Members: Lindsay Matts-Benson (Framework Roadshow), Susanna Eng-Ziskin, Rhonda Huisman (SoTL Roadshow)</p>

Activity #1 Timeline	
How long will it take to do this project?	
X	continuous project assigned in charge
	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
X	<p>Student Learning</p> <p>ACRL Plan for Excellence SLILC Goal: Advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.</p> <p>Also:</p> <ol style="list-style-type: none"> 1. Empower libraries to build sustainable, equitable, inclusive, and responsive information literacy programs. 2. Collaborate with internal and external partners to expand understanding of the impact of information literacy on student learning.
Research and Scholarly Environment	

New Roles and Changing Landscapes			
Core Commitment to Equity, Diversity & Inclusion			
Enabling Programs and Services (education, advocacy, publications, or member engagement)			
Provide a brief sentence connecting your project to the goal area and objective you selected:			
<p>SLILC's OEPD efforts are a core mechanism to empower libraries to build information literacy programs that are equitable, inclusive, and responsive. Leveraging previous OER work and other EDI efforts to lay the foundation for an open educational practices, the team will connect the overarching SLILC goal to advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.</p>			
Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Plan SLILC conference programs for Midwinter and Annual (Discussion Forum and Professional Development)	Midwinter and Annual conference planning deadlines	OEPD Team Lead; Chair and Vice Chair	Work with Publications Team to draw on work already done by SLILC (e.g. "Keeping up with Critical Assessment" could be conference program); Elois Sharpe (ACRL staff)
Assess conference activities and make recommendations for future	Post Midwinter and Annual conferences	OEPD Team	Support from ACRL staff liaison and Board liaison
Work with the Framework and SoTL Roadshow teams to continue integration of EDI content into curriculum, or consider feasibility of creating new Roadshow for inclusive teaching practices	Exploratory ideas by Midwinter 2021	OEPD Team; Melissa Mallon (SoTL), Rhonda Huisman (SoTL), Lindsay Matts-Benson (Framework)	Chase Ollis (ACRL Staff); Roadshow Toolkit: https://acrl.libguides.com/roadshowpresenters
Internal Partners: Update the list of potential partners within ALA (e.g. LIRRT, RUSA, Chapters & Councils, Equity and Diversity Inclusion Committee, Diversity Standards, etc.)	Share results with SLILC by Annual 2021	OEPD Team — discuss results with Engagement Team	N/A, access to ALA Connect
External Partners: Update the list of leaders, organizations, societies, etc., outside of libraries with expertise in inclusive, anti-racist pedagogy for potential professional development collaborations	Share results with SLILC by Annual 2021	OEPD Team — discuss results with Engagement Team	N/A

Act on recommendations from last year's OER Toolkit and Engagement Teams to support inclusive pedagogy	Identify gaps in ongoing work by Midwinter; Report results by Annual 2021	OEPD Team Lead, Engagement Team Lead	Advise with ACRL staff liaison and SLILC Chair/Vice Chair
Update the Framework and OER Toolkits; ensure that they are open educational resources that support academic librarians' advancement of equitable and inclusive pedagogical practices and environments for support student learning	Short report with options by Midwinter 2021; Plan by Annual 2021	OEPD Team	Support from ACRL staff liaison and Board liaison
Engage in continued discussions with Instruction Section to identify partnership opportunities	Ongoing	OEPD Team	Draw on Susanna Eng-Ziskin's knowledge of the Instruction Section; Nikhat Ghouse (IS Chair)
Review the results of our 2019 trends survey on OER Survey. Consider writing up an analysis that ACRL could publish as a white paper to be added to the Toolkit (if ACRL Academic Library Trends & Statistics Editorial Board declines).	In flux; Project potential to be decided by December 2020.	OEPD Team; Publications Team	Support from ACRL staff liaison

Activity #1 Assessment

How will success be measured?

SLILC will deliver 4 virtual conference programs (2 Discussion Forums; 2 Framework Professional Development programs), assess their effectiveness using attendance metrics and attendee surveys, and recommend modes for future delivery of professional development content; determine the best path forward to infuse inclusive pedagogy into existing ACRL professional development models (*i.e.* Roadshows, Immersion); and generate lists of internal and external partners. SLILC will have a plan for creating OEP resources to provide point-of-need practical tools and experts that support student learning and information literacy through a lens of equity, diversity, and inclusion.

2020–2021 Work Plan

Work Plan Activity #2

Activity Name:	SLILC Publications Team
Brief Description:	Facilitate and produce publications that advance equitable and inclusive pedagogical practices and environments for libraries to support student learning. Lead: Melissa Mallon Members: Gina Kessler Lee, Maura Seale; Ex-Officio Members: Jane Nichols

Activity #2 Timeline

How long will it take to do this project?

X continuous project assigned in charge
 short-term project that will be completed this membership year
 multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence

Check the best goal and objective.

Value of Academic Libraries

Student Learning

ACRL Plan for Excellence SLILC Goal: Advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.

Also:

1. Empower libraries to build sustainable, equitable, inclusive, and responsive information literacy programs.
2. Collaborate with internal and external partners to expand understanding of the impact of information literacy on student learning.

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Relevant and timely publications work toward the overarching SLILC goal to advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.

Activity #2 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Solicit and edit content for bimonthly "Perspectives on the Framework" <i>C&RL News</i> column	Ongoing (bimonthly)	Publications Team	Witek; Continued use of the crlframework@gmail.com Google Drive and email account (Alex Hodges and Melissa Mallon oversee account.)
Produce one new ACRL "Keeping Up With..."	Ongoing (bimonthly)	Publications Team works with Team Leads to plan content (i.e. OEPD Team)	David Free (ACRL Staff)

Continue work on proposal for an ACRL edited volume on inclusive pedagogy. Ensure an open access option.	Board accepted proposal in September 2021; Ongoing through Annual 2021	Publications Team Lead, Chair and Vice Chair	Erin Nevius (ACRL Staff)
Produce bibliography on Topic Area of choice for 2020-2021 aligned with edited volume (e.g. Equitable and inclusive pedagogy, anti-racist facilitation)	Ongoing through Annual 2021	Publications Team; Engagement Team	ACRL LibGuides
Work with Engagement Team to ensure that SLILC-produced bibliographies are accessible on the website	Ongoing through Annual 2021	Publications Team; Engagement Team	ACRL LibGuides

Activity #2 Assessment

How will success be measured?

SLILC will solicit and edit monthly “Perspectives on the Framework” column for *C&RL News*; work on Board-accepted edited volume on inclusive pedagogy, and create a timely and useful bibliography on the topic; and produce at least one “Keeping up With” column.

2020–2021 Work Plan

Work Plan Activity #3

Activity Name: SLILC Engagement Team

Brief Description: Engage the ACRL membership and beyond with SLILC’s work, assess its impact, and make recommendations for outreach efforts.

Lead: Sara Miller

Members: Jaena Alabi, Quetzalli Barrientos, Sandra McCarthy, Adrian Morales

Activity #3 Timeline

How long will it take to do this project?

☒ continuous project assigned in charge
☐ short-term project that will be completed this membership year
☐ multi-year project continuing past June 30, 2021. Expected completion date:

[ACRL Plan for Excellence](#)

Check the best goal and objective.

Value of Academic Libraries

Student Learning

ACRL Plan for Excellence SLILC Goal: Advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.

Also:

1. Collaborate with internal and external partners to expand understanding of the impact of information literacy on student learning.

Research and Scholarly Environment

New Roles and Changing Landscapes

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

Engaging our communities furthers SLILC's goal and involves close collaboration with partners.

Activity #3 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Keep SLILC website up-to-date and monitor engagement	Ongoing	Engagement Team	LibGuides administrative access for Engagement Team members
Collaborate with the ACRL Liaisons Assembly Committee to continue to update the IL Talking Points on their guide	Review by Midwinter 2021	Engagement Team	
Monitor virtual attendance at Midwinter and Annual events and make recommendations for content and online participation	Ongoing	Engagement Team	
Communicate and share stories: Post SLILC events, work, and programs to various discussion lists; Generate plan	Ongoing	Engagement Team	
Update the guiding document for outreach and engagement activities (timeline, best practices, lessons learned during COVID-19) to guide SLILC next year in 2021-2022	Annual 2021	Engagement Team Lead; consult with SLILC Team Leads and Chair and Vice Chairs	

Activity #3 Assessment

How will success be measured?

SLILC's outreach and engagement will reach ACRL membership and beyond; our efforts and impact will be assessed as we go, and we will have an updated guiding document for next year's committee.

2020–2021 Work Plan

Work Plan Activity #4

Activity Name:	SLILC Leadership Team
Brief Description:	<p>Provide leadership and direction for SLILC and work with the ACRL Board and other ACRL units to create a comprehensive approach to student learning and information literacy efforts.</p> <p>Leads: Alex Hodges (Chair) & Meg Meiman (Vice Chair) ACRL: Toni Anaya (Board Liaison), Mary Jane Petrowski (Staff Liaison) SLILC Team Leads: Andrea Baer, Melissa Mallon, Sara Miller</p>

Activity #4 Timeline

How long will it take to do this project?	
<input checked="" type="checkbox"/>	continuous project assigned in charge
<input type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence

Check the best goal and objective.
Value of Academic Libraries
Student Learning ACRL Plan for Excellence SLILC Goal: Advance equitable and inclusive pedagogical practices and environments for libraries to support student learning.
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
Codifying the roles and responsibilities of the Chair and Vice Chair ensures that SLILC makes continual progress in our goal area. Our collaboration with the Value of Academic Libraries Committee will enable the ACRL membership to engage in professional development on equitable and inclusive pedagogical practices.

Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Ensure SLILC's renewed singular focus is to support our goal to advance equitable and inclusive pedagogical practices and environments for libraries to support student learning	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Develop a joint panel program proposal with VAL chair/vice-chair for ALA Annual 2021 "A Critical Conversation about Assessment"	Ongoing through Annual 2021	Vice Chair and Chair	N/A
Foster group norms and shared processes and make connections between committee members	Fall 2020: SLILC Kick Off Meeting	Chair and Vice Chair	Support from ACRL staff liaison
Liaise with Teams and enable them to draw on each other in a matrix fashion	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Communicate and be responsive to ACRL Board and staff requests	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Leverage ACRL structure to disseminate information about inclusive, equitable instruction	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Guard against scope creep (e.g. recruitment, retention, hiring practices intersect with our charge, but are beyond it)	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Secure resources to educate the Committee on EDI	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Coordinate budgetary allocations	Ongoing	Chair and Vice Chair	Support from ACRL staff liaison
Serve as ex-officio member of Project Outcome	Ongoing	Chair	Support from Project Outcome chair and membership

Activity #4 Assessment
How will success be measured?
SLILC will have a productive year in 2020-2021, and the committee will be set up for future success.



Division-level Committee Year-end Report and Work Plan Template

Each year, ACRL [division-level committees](#) should complete a year-end report and work plan. The **report** section should be completed by the outgoing chair. By **July 31, 2020**, the outgoing chair should post the combined template with only the 2019–2020 report section completed to ALA Connect.

The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Value of Academic Libraries
Charge/Tasks:	To oversee and coordinate ACRL's Value of Academic Libraries Initiative as described in the strategic plan; work with the ACRL Board and other ACRL units in creating a comprehensive effort including coalition building, professional development, publications, research, advocacy, and consultation services and in developing the ACRL Value website; and monitor and assess the effectiveness of the Value Initiative.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Jill Becker
Vice-Chair:	Amanda Folk
Board liaison:	Emily Daly
Staff liaison:	Kara Malenfant and Sara Goek
Other leaders:	Eric Resnis, ex-officio Andrea Falcone, ex-officio

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Amanda Folk
Vice-Chair:	Becky Croxton
Board liaison:	Jessica Brangiel
Staff liaison:	Sara Goek
Other leaders:	Andrea Falcone, ex-officio

Report & Work Plan Submission			
Year-end report written by:	Jill Becker	Date:	07/13/2020
Work plan submitted by:	Amanda Folk	Date:	

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

- Expanded representation on the travel grant subcommittee to include all ACRL goal-area committees. This led to new perspectives and insights in reviewing and awarding travel grants.
- Completed the special issue of *College & Research Libraries* (April 2020) that included 11 articles demonstrating the value of academic libraries and highlighting the work of some Library Impact Grant recipients.
- Developed evaluative criteria for reviewing the final and interim reports from Library Impact Grant recipients.
- Revised Library Impact Grant criteria and procedures to solicit research proposals beyond information literacy instruction. Developed rubric to ensure proposals were evaluated equally.
- Pursued the launch of an Equity and Social Justice Spotlight series that would be featured in ACRL Insider.
- Exported the data from the dashboard/visualization tool and facilitated the sunseting of this tool.
- Reviewed and suggested updates to the VAL statement given the continued need to demonstrate the value of academic libraries in light of the COVID-19 pandemic.
- Began work on a LibGuide toolkit that collates the recent advancements and research on data analytics and privacy.

2. What were the relevant results for your projects?

- Awarded four travel grants to present at non-library conferences.
- Completed the special issue of *College & Research Libraries*.
- Laid the groundwork for an effective evaluation of both the travel grants and Library Impact Grants.
- Sunset the dashboard/data visualization tool.
- Began the recruitment of academic librarians and higher education colleagues to be featured in an Equity and Social Justice Spotlight series.

3. Which if any 2019–2020 projects will continue next year?

- Monitor and support the second round (2019) Library Impact Grant recipients as they complete their projects.
- Equity, Diversity, Inclusion and Social Justice work will continue.
- VAL resource oversight including updates to the VAL statement.
- Data analytics/privacy LibGuide toolkit.

4. What worked well?

- Early engagement and an orientation for new members. This will be offered again in FY2021.
- Setting expectation for subcommittee participation from each committee member.
- Establishing a lead for each subcommittee and the expectation to provide updates on subcommittee work at each meeting and in a shared spreadsheet.

- Shared Google doc spreadsheet to keep track of subcommittee actions and updates, and prepare for meetings.

5. What could have worked better?

- Most challenges faced by the VAL committee this year occurred as a result of the COVID-19 pandemic and the ALA budget. Budget considerations led to the suspension of both travel grants and Library Impact Grants and the COVID-19 pandemic essentially de-prioritized VAL work for three months. We likely would have made more progress on some of our projects had this not happened.
- Continued issue with member engagement although much less than previous years. For some, the meeting day/time never seemed to work. Perhaps in the future the meeting day/time should be set by the Chair and Vice-Chair at the outset of the year and those who cannot ever make that meeting should not join the committee.
- VAL's ALA Connect space is not organized very well and could use some attention.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

- Thanks to the leadership of Amanda Folk and the EDI/SJ subcommittee, significant groundwork has been laid to demonstrate the EDI work of academic libraries. This project will continue into FY2021.

7. Was there information you could have been provided before starting this project that would have made your work easier?

8. What made this work most rewarding (observations/comments/accolades)?

As always, the tremendous support of the ACRL staff and board liaisons (Sara Goek, Kara Malenfant, and Emily Daly) made this work rewarding. This committee would not function without them. Additionally, the high engagement of our members, especially the subcommittee leads, should be recognized.

9. Any other comments, recommendations, or suggestions?

Our FY19 report indicated a need for better tracking of all VAL responsibilities and documents and we did improve in this area during FY20. However, the Assessment in Action presenter coordinator selection responsibilities managed to sneak up on us similar to how the Standards presenter coordinator selection snuck up on us last year. I would recommend that our ALA Connect space be reorganized as it is a mess and hard to find documentation.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Travel Scholarship & Library Impact Grants – oversight and promotion
Brief Description:	Recently VAL had oversight of two grant/scholarship programs – Travel Scholarships and Library Impact Grants. The VAL Travel Scholarships supported work in all four goal areas in the ACRL Plan for Excellence as well as the Core Commitment. The scholarships were awarded to librarians presenting on their work to the broader, higher education community. Library Impact Grants were offered for two years to practitioner-scholars to conduct research based on questions identified in the 2017 Academic Library Impact report. VAL will continue to monitor and evaluate the second and final round of grants, as well as promote the outcomes related to both of these programs.

Activity #1 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
X	short-term project that will be completed this membership year
	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

<u>ACRL Plan for Excellence</u>	
Check the best goal and objective.	
X	Value of Academic Libraries
	Student Learning
	Research and Scholarly Environment
	New Roles and Changing Landscapes
	Core Commitment to Equity, Diversity & Inclusion
	Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:	
This project enables VAL and other goal area committees to empower scholar-practitioners to engage in meaningful research/evaluation and national advocacy to share their successes with the higher education community. In addition, it can help other practitioner-scholars think about what support they might need for their own scholarship.	

Activity #1 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form subcommittee	August 2020	Jung Mi Scoulas will be our lead for this, working closely with Amanda Folk and Becky Croxton	
Solicit progress reports from final cohort of Library Impact grant recipients	Ongoing	Jung Mi Scoulas and Sara Goek	ACRL staff support
Identify potential promotion mechanisms to highlight the work that was done with this funding and lessons learned/best practices (e.g. webinars, ACRL insider articles)	October 2020	Jung Mi Scoulas and members of the subcommittee	
Prepare for promotional activities (e.g., timeline, communications message)	November 2020-December 2020	Jung Mi Scoulas and members of the subcommittee	ACRL staff support
Solicit grant/funding recipients to participate in promotional activities	January 2021 – February 2021	Jung Mi Scoulas and members of the subcommittee	ACRL staff support - List of grant/funding recipients
Implement promotional activities	March 2021 - May 2021	Jung Mi Scoulas and members of the subcommittee	ACRL staff support

Activity #1 Assessment
How will success be measured?
The receipt of regular project reports and the completion of projects. Implementing promotional activities and collecting appropriate data about those activities (i.e. number of views, number of registrants/attendees, feedback from attendees, etc.).

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Equity, Diversity, Inclusion, and Social Justice
Brief Description:	VAL will empower local academic library advocacy, with emphasis on advancing issues of equity, access, diversity, inclusion, and social justice in higher education. VAL will identify and develop resources that support academic librarians in conducting advocacy efforts which articulate institutional EDI goals and demonstrate the value of academic libraries. Special attention will be paid to equity and social justice. Though there is room for great improvement, the profession has focused on diversity and inclusivity for quite some time. We need to begin to move the needle with respect to equity and social justice.

Activity #2 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input checked="" type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	
	Unknown

ACRL Plan for Excellence	
Check the best goal and objective.	
<input checked="" type="checkbox"/>	Value of Academic Libraries
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
This project will identify and develop resources to empower librarians to conduct Value-based advocacy efforts, particularly those that showcase libraries' efforts to promote equity, diversity, inclusion, and social justice at their institutions.	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form subcommittee	August 2020	Beate Gersch will serve as the lead for this subcommittee with support from Amanda Folk and Becky Croxton	
Determine processes for conducting short interviews for creating individual spotlights	October 2020	Beate Gersch with the subcommittee members	
Conduct targeted outreach to potential participants for the Equity & Social Justice Spotlight Series (on ACRL Insider)	October 2020-May 2021	Beate Gersch with the subcommittee members	
Conduct interviews with participants and produce brief write-ups to be shared on ACRL Insider	October 2020-May 2021	Beate Gersch with the subcommittee members	
Identify other potential promotional and/or educational activities, including but not limited to potential publications or webinars	October 2020-May 2021	Beate Gersch with the subcommittee members	

Activity #2 Assessment
How will success be measured?
Number of Spotlights published on ACRL Insider, as well as number of views of the posts.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	VAL resource oversight
Brief Description:	VAL has a number of resources to maintain including the VAL statement, Assessment in Action resources, Libraries Transform toolkit, VAL WordPress site (https://www.acrl.ala.org/value/), and VAL landing page (http://www.ala.org/acrl/issues/value).

Activity #3 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input type="checkbox"/> short-term project that will be completed this membership year <input checked="" type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date:	
	Unknown

ACRL Plan for Excellence	
Check the best goal and objective.	
X	Value of Academic Libraries
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Keeping VAL resources up to date and relevant allows practitioners to connect with VAL and utilize resources in their own work.	

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form subcommittee	August 2020	Joe Pirillo will be the lead for the subcommittee with the support of Amanda Folk and Becky Croxton	
Review VAL Statement and make revisions as appropriate; submit to ACRL Board for approval	September 2020-January 2021	Joe Pirillo and members of the subcommittee	ACRL staff support
Solicit feedback from the COVID-19 subcommittee, specially related to online/distance education	December 2020	Joe Pirillo and members of the subcommittee	
Solicit feedback from the EDI&SJ subcommittee to ensure that those values are integrated into the document	December 2020	Joe Pirillo and members of the subcommittee	
Work with ACRL staff to implement recommendations to existing VAL web presence	Unknown	Joe Pirillo and members of the subcommittee	ACRL staff – Chase Ollis and David Free

Activity #3 Assessment
How will success be measured?
Receiving approval from the ACRL Board for an updated VAL statement.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #4	
Activity Name:	Learning Analytics/Privacy
Brief Description:	As the use of learning analytics continues in many institutions of higher education, the question of libraries' participation and concerns for student privacy is a topic that VAL will explore. In addition, the VAL committee will explore the intersections of EDI&SJ with learning analytics.

Activity #4 Timeline	
How long will it take to do this project?	
	continuous project assigned in charge
	short-term project that will be completed this membership year
X	multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence	
Check the best goal and objective.	
X	Value of Academic Libraries
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Exploring data analytics as connected to library impact will help members engage and promote the value of academic libraries.	

Activity #4 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form subcommittee	August 2020	Joe Pirillo will be the subcommittee lead with support from Amanda Folk and Becky Croxton	
Launch the data analytics toolkit	August 2020	Joe Pirillo and the subcommittee members	
Determine relevant methods for promoting the toolkit	December 2020	Joe Pirillo and the subcommittee members	
Explore the intersections of EDI&SJ and learning analytics and/or critical assessment practices; make recommendations for educational activities related to this	February 2020	Joe Pirillo and the subcommittee members	
Work with COVID-19 subcommittee on potential educational activities related to learning analytics and online education	Ongoing	Joe Pirillo and the subcommittee members	

Activity #4 Assessment
How will success be measured?
Views/hits on the toolkit after launch. Implementation of relevant educational activities, including hits/views or registrations/attendees.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #5	
Activity Name:	Value of Libraries during COVID-19 disruption
Brief Description:	Academic libraries have provided support as institutions have had to rapidly shift from a primarily in-person environment to completely online or hybrid during the COVID-19 crisis. This activity seeks to explore and highlight the value that academic libraries have provided to their institutions during that time and help to identify some possible best practices for the future.

Activity #5 Timeline	
How long will it take to do this project?	
<input type="checkbox"/>	continuous project assigned in charge
<input checked="" type="checkbox"/>	short-term project that will be completed this membership year
<input type="checkbox"/>	multi-year project continuing past June 30, 2021. Expected completion date: <input type="text"/>

ACRL Plan for Excellence	
Check the best goal and objective.	
<input checked="" type="checkbox"/>	Value of Academic Libraries
Student Learning	
Research and Scholarly Environment	
New Roles and Changing Landscapes	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
This activity will highlight the value that academic libraries have provided to their institutions during a specific crisis and consider the long-term impact of that support.	

Activity #5 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Form subcommittee	August 2020	Holt Zaugg will be the subcommittee lead with support from Amanda Folk and Becky Croxton	
Review the survey data collected by ACRL in spring 2020 related to the COVID-19 data; identify trends or patterns that emerge	January 2021	Holt Zaugg and the subcommittee members	ACRL support staff
Identify best practices for academic libraries when faced with an emergency or disaster situation.	June 2021	Holt Zaugg and the subcommittee members	
Make recommendations for the VAL statement revision related to identified trends or patterns, particularly as it relates to online/distance education	December 2020	Holt Zaugg and the subcommittee members	
Work with the learning analytics/privacy subcommittee to identify relevant educational activities (e.g. webinars, panels) about how academic libraries can support online/distance education efforts	February 2021	Holt Zaugg and the subcommittee members	
Implement at least one educational activity identified	May 2021	Holt Zaugg and the subcommittee members	

Activity #5 Assessment
How will success be measured?
Identification of trends/patterns related to VAL activities and incorporation into a revised VAL statement; offering of at least one educational activity, including registrants/attendees (if appropriate measure)



Division-level Committee Year-end Report and Work Plan Template

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The **work plan** section should be completed by the incoming chair. Committee members, Board liaison, staff liaison should all review and approve the work plan. By **August 15, 2020**, the incoming chair should post the combined template with the 2019–2020 report and 2020–2021 work plan sections completed to ALA Connect. Projects included in a committee's work plan will be implemented September 2020 through June 2021.

Committee Name & Charge	
Committee Name:	Chapters Council
Charge/Tasks:	The mission of ACRL chapters council is to serve as a conduit for information and communication between ACRL national and its chapters, and to promote membership of ACRL national. The goals of chapters council are: to support the goals and initiatives of ACRL national; to facilitate communication between ACRL members and ACRL leadership; to encourage and support ACRL chapters goals and initiatives; to build membership of ACRL at the national and chapter levels.

2019–2020 Leadership (terms: July 1, 2019–June 30, 2021)	
Chair:	Lisa Nickel
Vice-Chair:	Ali Larsen
Board liaison:	Karen Munro
Staff liaison:	Lauren Carlton
Other leaders:	

2020–2021 Leadership (terms: July 1, 2020–June 30, 2021)	
Chair:	Ali Larsen
Vice-Chair:	Dawn Behrend
Board liaison:	Jon E. Cawthorne
Staff liaison:	Lauren Carlton
Other leaders:	Lisa Nickel (Past-Chair, July 1, 2020, to June 30, 2021) Eric Edwards (Secretary, July 1, 2020 to June 30, 2021) Leslin Charles (Editor, July 1, 2020, to June 30, 2021) Cynthia Jean Coulter LibGuide Administrator, July 1, 2017, to June 30, 2021) Amber Willenborg (LibGuide Administrator, July 1, 2020, to June 30, 2021) Carrie Dunham-LaGree (Legislation Assembly, July 1, 2020, to June 30, 2021) Edward Kownslar (List Administrator, July 1, 2020 to June 30, 2021)

Report & Work Plan Submission			
Year-end report written by:	Ali Larsen	Date:	10/14/20
Work plan submitted by:	Ali Larsen	Date:	10/14/20

2019–2020 Year-end Report

This report will be included in the committee's official record of activities maintained by the ACRL staff. Brief bulleted lists are suggested for the responses.

1. What were the major projects/activities accomplished by your committee in the 2019–2020 membership year (July 1, 2019 to June 30, 2020)?

To be honest, we held our meeting after the MW Conference via Zoom and also held our other meeting after virtually after virtual ALA Annual. Both held via Zoom and attendance we decent at both events, of particular note was the attendance for our meeting post Annual as that was amid the COVID pandemic. Because the pandemic caused much upheaval during the spring semester, the projects referenced on the previous work plan did not get accomplished.

2. What were the relevant results for your projects?

Meetings were better attended than those previously held in-person and attached to an ALA conference. A poll was taken before the MW winter meeting and it was determined that a virtual meeting was preferred due to cost and lack of resources to travel to conferences.

Like with many issues in Chapters Council, a variety of approaches was witnessed as to how funding to attend conferences if allotted to members by their home institution and/or the ACRL Chapter they were representing.

3. Which if any 2019–2020 projects will continue next year?

We will work to continue to gather information from chapters and gather that in a central space that can be referenced by chapter representatives. The virtual orientation did not exist as a formal event. However, many of the outgoing leadership positions were very generous to orient new members to the duties and responsibilities. This could be held in advance of next year's meeting connected to Annual.

4. What worked well?**5. What could have worked better?**

Not having to deal with COVID to enable normal work to continue. In the 2020-2021 we are still dealing with the workarounds being made and maintained to provide services to our respective communities and this has continued to take up time.

6. How has the work/activities of your committee demonstrated commitment to equity, diversity, and inclusion, within or beyond ACRL?

Chapters Council isn't really involved heavily with these aspects. However, we are trying to promote an inclusive atmosphere by holding a new member orientation for those who might like to attend. Additionally, we have secured a speaker for our meeting connected to MW that will speak about land acknowledgement.

7. Was there information you could have been provided before starting this project that would have made your work easier?**8. What made this work most rewarding (observations/comments/accolades)?**

While we value in-person collaboration and experiences, I think we are finding we attract more attendees when holding virtual meetings. I am hopeful that we can find a balance of both types of meetings and continue the work/connection of the council.

9. Any other comments, recommendations, or suggestions?

Perhaps, if doable, have more dates/rooms available to host meetings via ALA's Zoom account with tech support. We, admittedly, were late to schedule our meeting but we had added stress working with the tech components of the Zoom call/meeting while trying to run the meeting as well. It was doable but something I will try to avoid in the future.

I will also echo current Past Chair Lisa Nickel's comments from last year's plan: "Chapters Council often feels somehow disconnected from the organization. We do not report to the ACRL board, or really to anyone. We serve as a group primarily focused on communication - but that happens through visits from the ACRL leadership to our member meetings, and chairs sharing information from the ACRL leadership forum. Some states are very interested in talking with other state chapters, while some states have multiple chapters within their state. Due to the frequent leadership changes in chapters at the state level, continuity is hard."

I do not want to do away with Chapters Council but perhaps the idea of it needs to be rethought. What is needed from this group, just communication because there may be other ways to go about communicating information from leadership, especially with virtual meetings commonplace now.

Additionally, Chapters Council does not have a budget so providing programming or anything of like becomes challenging.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #1	
Activity Name:	Survey
Brief Description:	Carried over from 2019-2020 Due to the frequent change of leadership at state levels, continuity of information is hard, and many infrastructure and organizational questions are frequently asked by new members. We plan to collect information from each state chapter leader to answer questions related to how their organization is organized, their dues structure, their relationship with their state organization, what type of ongoing events or conference

they host, etc. in order to have a full picture of state ACRL organizations and their activities.

Activity #1 Timeline

How long will it take to do this project?

continuous project assigned in charge

✓ short-term project that will be completed this membership year

multi-year project continuing past June 30, 2021. Expected completion date:

ACRL Plan for Excellence

Check the best goal and objective.

Value of Academic Libraries

Student Learning

Research and Scholarly Environment

✓ New Roles and Changing Landscapes
1.

Core Commitment to Equity, Diversity & Inclusion

Enabling Programs and Services (education, advocacy, publications, or member engagement)

Provide a brief sentence connecting your project to the goal area and objective you selected:

This project is organizational, so a true connection to an ACRL goal is hard to establish.

Activity #1 Outline

Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.

Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Create and send out a google form or survey to	1/31/21	Ali Larsen Dawn Behrend	Perhaps tech support if it can't be done by either of our institutions. We

Chapters Council members			are leaning towards a Google Doc so it should be easy enough.

Activity #1 Assessment

How will success be measured?

Hopefully chapter representatives will participate and we can keep it up to date so people can access this type of information whenever needed. And potentially lead to further collaboration/opportunities among chapters.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #2	
Activity Name:	Virtual Orientation and Communicating with New Members.
Brief Description:	We will hold a virtual orientation for new chapter members to orient them to our group.

Activity #2 Timeline	
How long will it take to do this project?	
continuous project assigned in charge	
✓ short-term project that will be completed this membership year	
multi-year project continuing past June 30, 2021. Expected completion date:	

ACRL Plan for Excellence	
Check the best goal and objective.	
Value of Academic Libraries	
Student Learning	
Research and Scholarly Environment	
✓ New Roles and Changing Landscapes 2.	
Core Commitment to Equity, Diversity & Inclusion	
Enabling Programs and Services (education, advocacy, publications, or member engagement)	
Provide a brief sentence connecting your project to the goal area and objective you selected:	
Executive members from state ACRL chapters are members of Chapters Council and are not always aware of the network of other state ACRL chapters who can be helpful.	

Activity #2 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Plan and hold meeting for new (or interested) council members	06/30/21	Ali Larsen Dawn Behrend Eric Edwards	Potentially tech support

Activity #2 Assessment
How will success be measured?
If people attend, how many.

2020–2021 Work Plan

Please complete this form for each activity that the committee plans to undertake in the 2020–2021 program year. While the form is pre-populated with five activities, it is not required to generate ideas for all five activities. Please only complete this form for the appropriate number of activities that work for your committee. If you need additional sheets, please contact your staff liaison.

Work Plan Activity #3	
Activity Name:	Topic Discussion: Land Acknowledgement
Brief Description:	At our next meeting we have invited two faculty (one of them a librarian) from the University of Alaska at Anchorage to give a talk about land acknowledgements. We felt a topic like this could be beneficial to chapter council members who chapters often hold conferences and/or workshops.

Activity #3 Timeline	
How long will it take to do this project?	
<input type="checkbox"/> continuous project assigned in charge <input checked="" type="checkbox"/> short-term project that will be completed this membership year <input type="checkbox"/> multi-year project continuing past June 30, 2021. Expected completion date: 	

ACRL Plan for Excellence
Check the best goal and objective.
Value of Academic Libraries
Student Learning
Research and Scholarly Environment
New Roles and Changing Landscapes
Core Commitment to Equity, Diversity & Inclusion
<input checked="" type="checkbox"/> Enabling Programs and Services (education, advocacy, publications, or member engagement)
Provide a brief sentence connecting your project to the goal area and objective you selected:
Members gain some good information and practical application of the information if they are interested in incorporating land acknowledgements at future events. Can pass any information on to their members.

Activity #3 Outline			
Outline the steps and deadlines planned to complete the project. Attach additional sheets if needed.			
Specific Action	Due Date	Party Responsible	Resources Needed (e.g., financial, tech, staff support)
Talk given at next chapters council meeting	2/28/21	Ali Larsen	Tech support for the meeting

Activity #3 Assessment
How will success be measured?
Attendance at event. Discussion after and qualitative responses from members.