

Committee Final Report

NOTE: ** = Required Field

****Type of report being submitted: Committee Final Report**

****Date: 6/10/10**

****Committee Name:** Handbook Committee

****Supervising Board Member:** Amanda Ros

****Chair, Co-Chairs, Assistant Chairs:** Chair: Damon Campbell

****Committee members:**

Rachel Jorgensen: rajorgen@nmu.edu

Nicole Hershberger: nicole.hershberger@gmail.com

Rebecca Miller: rebeccakate.miller@gmail.com

Kari Weaver: kari.weaver@wartburg.edu

****Goals, Objectives, Projects completed (including, but not limited to, any procedures, tip sheets, checklists, etc. created during the reporting year):**

- a) Introduction of links to handbook wiki to replace handbook content on ala.org website
- b) Remove references to defunct committees in current committee entries
- c) Add Annual Program Committee entry
- d) Standardize formatting on wiki entries for the handbook
- e) Review and updating of committee handbook entries on the wiki

****Action Items/Issues To Be Resolved – What plans/projects remain which will be carried over or postponed until next year? Have there been any substantial changes in plans requiring a reconsideration or cancellation of projects? Information regarding such will be helpful for future chairs and planners.**

- a) Complete addition of documents referenced by handbook entries per each existing committee -- RRS has been completed, but the addition of documents will probably need to be done on a case-by-case basis.
- b) Update the NMRT History Section
- c) Possibly a section in the wiki for ad hoc committees, though this has been on hold since March.

Financial Report Section:

Your budget appropriation (see budget)	a. NA
Amount which you have spent this year	b. NA
Difference between budgeted amount and amount spent (a-b)	c. NA

****Report submitted by:** Damon Campbell

****Email address:** dcampbe1182@gmail.com