

## **\*\* Instructions for Planning Report:**

Simply fill in the blanks below and post the completed Word document to the NMRT Board and Committee Chair group in ALA Connect as an online document and update the master listing. The Archives Committee will proceed from there to make the content available on the Web via the NMRT Archives Database.

**Note:** Please **delete all** of the above instructions **before** saving your document and submitting to ALA Connect. Leave only the text **below** this line.

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## **Committee Progress Report**

NOTE: \*\* = Required Field

**\*\*Type of report being submitted:** Committee Progress Report

**\*\*Date:**

February 21, 2012

**\*\*Committee Name:**

NMRT Orientation Committee

**\*\*Supervising Board Member:**

Julie Kane, Networking Director -- [jkane@sbc.edu](mailto:jkane@sbc.edu)

**\*\*Chair, Co-Chairs, Assistant Chairs:**

Barbara Lewis, Chair, [blewis@usf.edu](mailto:blewis@usf.edu)

Kirby McCurtis, Assistant Chair, [kirby.mccurtis@gmail.com](mailto:kirby.mccurtis@gmail.com)

**\*\*Committee members:**

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**\*\*Activity in Current Reporting Period**

**a) Projects completed (For example, any procedures, tip sheets, checklists, etc. created during this period):**

- The committee presented the Midwinter Orientation program, asking speakers to participate in a panel-style discussion. The committee planned, advertised, and presented the program at the ALA Midwinter Meeting in Dallas with the goal of educating attendees to make the most of the meeting experience and, secondarily, to gain new members for both NMRT and ALA.

There were 37 attendees. (See the Appendix for a summary of program evaluation data.) This number is lower than previous Midwinter Orientation programs. Based on word of mouth and evaluations, this was largely due to the competition of other sessions occurring at the same time, particularly Occupy Wall Street.

Committee members Kirby McCurtis, Frank Skornia, and Barbara Lewis were in attendance at the program. Panelists included:

- Kay Cassell, Chair, ALA Membership Committee
- Linda Crook, NMRT President
- Joseph Frueh, Vice Chair-Vendor, Exhibits Round Table
- Corrine Hill, Interim Director, Dallas Public Libraries
- Steve Matthews, Chair, ALA Conference Committee

In addition, ALA President Molly Raphael joined the session for a few minutes and gave a short speech.

- The Committee provided online access to its Conference Tip Sheet prior to the Dallas meeting.
- The Committee began discussion about providing an online version of NMRT Orientation for those conference attendees that cannot make it to the orientation session.

**b) Projects in progress but not yet completed:**

- The Committee is planning two additional orientation programs for the ALA Annual Conference in June in Anaheim, CA. The Committee intends to continue the panel discussion format.

**\*\*Action Items/Issues To Be Resolved (What is left to do, based on your Planning Report? Have there been any substantial changes in plans since then? What items, if any, have been deferred until next year?):**

There have not been any substantial changes in the Committee's plans since we submitted the planning report in September 2010. However, an objective has been added: Assist the Conference Planning Committee with the creation of a "first-timers' lounge." Initial contact has been made toward that objective.

The Committee needs to continue planning for the orientation programs for the Annual Conference. We will invite speakers to talk about navigating the conference and exhibits, ALA and NMRT, and the conference city. The committee will also distribute literature from the ALA divisions and round tables at the programs. Advertising for the sessions at Annual will include:

- Work with the Publicity Committee to promote programs (e.g. on conference web site, in *American Libraries*, on NMRT Facebook page)
- Announcement on the Orientation Committee's web page
- Inclusion in NMRT events in *Footnotes*
- Post to Listservs
- Post to ALA Connect
- Post to conference wiki

Brainstorming ideas for an online orientation has begun. In addition to the Conference Tip Sheet, the committee has contacted past panelist about providing a written, audio, or video segment that answers one or more questions that are asked at an Orientation session. All those contacted have indicated their willingness to participate.

**Financial Report Section:**

<b>Your budget appropriation (see budget)</b>	a. 600.00
<b>Amount which you have spent so far this year</b>	b. 40.00
<b>Your estimated additional expenses this year</b>	c. 80.00
<b>Total of amount spent and additional "estimated" expenses for this year (b+c)</b>	d. 120.00
<b>Difference between budgeted amount and total expenses from above (a-d)</b>	e. 480.00

**\*\*Report submitted by:** Barbara Lewis, Chair

**\*\*Email address:** bilewis@usf.edu

**Appendix:**

2012 Midwinter NMRT Orientation Program Evaluation Results, Saturday, January 21, 2012  
37 attendees, 16 evaluations received (43% response rate)

4 = Strongly agree, 3 = Agree, 2 = Disagree, 1 = Strongly Disagree					
	4	3	2	1	Total
1. The speakers/panelists were useful, informative, and relevant.	12	4			16
2. The topics discussed were useful, informative, and relevant	11	5			16
3. The format of the program was appropriate	10	5	1		16
4. The literature on ALA Divisions and Round Tables was helpful	6	8	2		16
5. The overall length of the program was appropriate	5	11			16
6. I would recommend the program to someone else	11	5			16
7. The date, time, and location of the program were appropriate	9	6		1	16

8. How did you hear about the NMRT Orientation Program and/or NMRT? (Check all that apply)		
<u>1</u> American Libraries	<u>6</u> Conference Program	Other: • Various listservs (1) • Fellow librarian/colleague (3)
<u>0</u> Facebook	<u>0</u> Conference wiki	
<u>0</u> Footnotes	<u>4</u> ALAConnect	
<u>2</u> NMRT-L	<u>2</u> Twitter	
9. Is this your first ALA Midwinter/Conference?	<u>12</u> yes, <u>4</u> no	
10. Is this your first NMRT Orientation Program?	<u>16</u> yes, <u>0</u> no	
11. Are you a member of NMRT?	<u>7</u> yes, <u>9</u> no	
11. If not, are you interested in joining NMRT?	<u>7</u> yes, <u>1</u> no, <u>1</u> maybe	

What topics would you like to see added to the orientation session?

- Places to eat near/at conference center
- What actual committee appointments do
- More local info, more tips on travel – getting from airport to hotel to convention center
- More info about other Round Tables and Divisions
- More info about specialty Round Tables – like GLBTRT – info about how to join them, how to find them, etc.
- More on the acronyms and committee membership stuff

If you know someone who has unable to attend today's session, please share with us why.

- Conflicted with the Fun Run
- Early morning hour
- Other meeting commitment

Additional Comments:

- More interactivity... it's early, keep us moving around
- Please create a high-resolution NMRT graphic – obvious pixilation on it.
- Very helpful – some pre-conference chat / webcast / etc. would be good.
- Most of the NMRT sessions, including Orientation, were scheduled at the same time as placement center orientation and job finding sessions – very conflicting for MLS student/recent grad.
- I have been to ALA but not Midwinter. I expected more programs when I signed up. When I saw the program I was surprised. Might need to (???)