

Committee Final Report

NOTE: ** = Required Field

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

****Date: 7/23/14**

****Committee Name: NMRT Archives Migration Task Force Committee**

****Supervising Board Member: Janel Kinlaw**

****Chair, Co-Chairs, Assistant Chairs: Damon Campbell, Amanda Drost, co-chairs**

****Committee members: Jeremy Snell, Jodie Gambill, Mackenzie Brooks**

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

- Set up a group page in ALA Connect for idea brainstorming
- ALA
 - Jodie Gambill is the data migration liaison between the committee, Bill Armstrong, and ALA; she is working with Cara Setsu Bertram at ALA
 - ALA has the data and is currently working with it
- ALA has set up a spot for NMRT on its Institutional Repository site - <https://alair.ala.org/handle/11213/48> - but the data is not ready to search yet
- Damon has written up a draft of a field map
- We have begun examining the effects on the reporting process a new database might have

****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.**

- Decide which fields will be used in the new database
- Design a workflow around adding NMRT Leadership reports to the new database
- Design a workflow around archiving NMRT Leadership reports in the new database
- Design a workflow around searching archived NMRT Leadership reports in the new database
- Review statistics around the current usage of NMRT Archives database

- Design the reporting needs around archiving NMRT Leadership reports in the new database
- Help to launch the new database

Financial Report Section:

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

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