

Committee Planning Report

Type of report being submitted: Committee Planning Report

Date: October 15, 2013

Committee Name: Student Chapter of the Year Award (SCOTYA)

Supervising Board Member: Bohyun Kim

Chair, Co-Chairs, Assistant Chairs: Stephanie Eames, chair

Committee members:

Annice Sevet	asevett@gmail.com
Kathleen Monks	kathleen.monks@gmail.com
Kimberly Miller	kimberlymiller@towson.edu
Melissa Tallis	melissa.e.tallis@gmail.com
Sarah Harris	sarah.kathleen.harris@gmail.com
Stephanie Freas	stephaniefreas@gmail.com
Stephanie Light Eames	lighteames@gmail.com
Tarida Anantachai	tanantac@syr.edu

Committee Charge: Choose a recipient and runner-up of the Student Chapter of the Year Award (SCOTYA).

Project Description / Goals:

1. Review nomination criteria and nomination form for relevance.
2. Publish nomination form and publicize award.
3. Update committee's wiki page.
3. Review nominations and select winner and runner-up.

Specific Objectives (numbers, tangible end-products):

1. Update nomination as needed in late September.
2. Publish nomination form on NMRT website by early November, publicize award through the Student and Student Chapter Outreach Committee and solicit nominations through NMRT websites by early December.
3. Update wiki page content by Midwinter in January 2014.
4. Accept nominations from student chapters through March 1, 2014.
5. Review nominations and select winner and runner-up by the end of March 2014.
6. Present the winning chapter with a certificate at the NMRT Student Reception at the Annual Conference in June 2014.

Financial Report Section:

Your budget appropriation (see budget)	a. \$1250
Amount which you have spent so far this year	b. \$0
Your estimated additional expenses this year	c. \$1250
Total of amount spent and additional "estimated" expenses for this year (b+c)	d. \$1250
Difference between budgeted amount and total expenses from above (a-d)	e. \$0

f. Vendor support planned or anticipated for the year (either money or in-kind gifts), list here: N/A

g. Vendor support requested: (From the above list, what, if any, has been requested from the Exhibitor Contact and Relations Committee?) N/A

h. Vendor support received: (From the above list, what if any, has been received?) N/A

Specific Needs/Support (non-financial): (For the categories below, please include approximate date service needed)

a. Web Support (help with webpage creation, web form creation, web database, web database, scripting, etc

- Update the Student Chapter of the Year Award page to reflect 2013-2014 award year information (done)
- Update SCOTYA page to include link to nomination form (done)
- Update SCOTYA page on NMRT wiki (November/December)
- Update Current/Past Winners page (end of March/early April)

b. On-site conference volunteers: (include estimated numbers needed and brief job description)
N/A

c. Publicity planned for the committee (posting to other discussion lists, official press release for webpage, etc.):

- Post to student chapter and NMRT list-servs.
- Send emails to individual ALA accredited schools.
- Publicize award availability on NMRT social media accounts.
- Publish an article in Footnotes when nomination form is available.
- Issue press release when winners are selected.

Report submitted by: Stephanie Light Eames

Email address: lighteames@gmail.com