Committee Final Report

**Type of report being submitted: Committee Final Report

**Date: 07/25/2016

**Committee Name: Student and Student Chapter Outreach Committee

**Supervising Board Member: Kelly Trowbridge

**Chair, Co-Chairs, Assistant Chairs: Ariana Santiago, ariana.e.santiago@gmail.com (chair)

**Committee members:

Laura Dimmit, laurkat@live.unc.edu
Michele Beachman, michelejbeacham@gmail.com
Emily Decker, em.decker.89@gmail.com
Amy Steinbauer, beaumontlibraryoutreach@gmail.com
Katy Holder, Katy.holder@yclibrary.net
Rachel Miles, ramiles@ksu.edu

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

Goal: to help keep student members informed of various NMRT activities, awards, and scholarships
- Assigned committee members as liaisons to ALA student chapters; updated our list of contact info for student chapters, paying attention to keep it updated with turnover of student chapter presidents
- Gathered relevant information from NMRT throughout the year; distributed as announcements to student chapters at about monthly intervals; asked that they share the info with students in their LIS programs

Goal: to develop and maintain a network of individuals able to promote ALA and NMRT
- Reviewed NMRT Speakers Pool and created updated volunteer form in Google Docs: removed "SASCO," added link for contact info, made info more user-friendly, etc.
- Sent call for volunteers to a variety of list-servs (thanks to the Liaison Coordination and Support Committee), and included info in the May announcement to student chapters
- Important links:
  - NMRT Speakers Pool Volunteer Form: https://docs.google.com/forms/d/e/1FAIpQLSdRXM3AfwYcx_eVw6W1FCKtgA4pcdEzJMkNWtnZlWgzC7Q6lA/viewform
  - NMRT Speakers Pool (form responses): https://docs.google.com/spreadsheets/d/1wks4u2mhv2bvEttYzpetFUGJsin5sFdsaY2wJo3JkRE/edit

Goal: to work with other NMRT and ALA recruitment efforts
- Collaborated with the MPDR committee to plan the Membership, Networking, and Committee Interest Meeting at ALA Midwinter; committee brainstormed and solidified plan to have a panel of experienced NMRT members, and time for networking; chair co-facilitated event
- Notified student chapter contacts that we can send them NMRT promotional materials to share at local conferences; received one request for 200 brochures
- Distributed membership survey created by the MPDR committee to student chapter contacts after ALA Annual

Goal: to review/evaluate NMRT's student recruitment efforts
- Documented questions that the committee received from student chapters. Not many questions recorded (possible that committee members forgot through the year), but topics included re-starting a chapter, helping students attend ALA Annual, facilitating events, etc.: https://docs.google.com/spreadsheets/d/1eggb-MEOoy8rsfU9UZiSi98xIu8URmu9ZAYQuk39fSQ/edit#gid=0

Other goals/projects completed:
- Updated SASCO web page and Handbook page
- Included copies of all announcements sent to students chapters in ALA Connect
- Was contacted by Endnotes Committee about a special student issue of the journal; so far just communicated recommendations on how to promote it and receive submissions

**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.

Recommendations from NMRT Board on how to best communicate information to students:
- Instead of reaching out to student chapter presidents as the primary point of contact, get information for the college's communication director or assistant to the dean, so they can send information out to students through the college's listserv. This may be a more reliable way to get information distributed out to a majority of students.
- Regarding role of SASCO committee members as liaisons to student chapters, emphasize role as "ambassadors" – act as point person for all things NMRT for a specific student chapter

Other communication recommendations:
- The acronym SASCO should be used for internal committee communications *only*. Communications with students, potential NMRT members, library school staff, etc. should use "NMRT" and refrain as much as possible from using "SASCO" to avoid confusion and the use of unnecessary acronyms.

Speakers Pool:
- Need to continue promotion of the resource so that student chapters can actually make use of it. Promote to students through social media and email announcement; continue calls for volunteer speakers through an official announcement and various listservs
- In discussing how to promote the Speakers Pool, an idea that came up was to partner with the Hack Library School blog (https://hacklibraryschool.com/) to highlight the Speakers Pool and/or other NMRT resources. No specifics were worked out and no action has been taken on this project, so it's something you could look into (keeping the supervising board member informed).

Endnotes:
- Keep an ear out for any word on the special student issue (and/or reach out to Endnotes chair at some point); SASCO will be helpful in promoting the opportunity to students

Blog:
- The committee started a blog (https://nmrtsasco.wordpress.com/) in 2012 as a place to post information and original content for student chapter members, although it was not used frequently. When the blog was passed on to me, I posted copies of the announcements we sent to student chapters. However, with ALA Connect as a secure and consistent space for that information, I no longer see a need to keep using the blog in this way. This blog receives little usage, and may be cause for confusion now that NMRT has the Notes Blog. I plan to delete it (but will wait a few months in case the 2016-17 chair finds they have a need for it).

Co-chair:
- SASCO used to have two co-chairs but in 2015-16 only had one chair. By the end of the year, I felt it could be useful to continue having two co-chairs, to help manage 1) the communication of NMRT info to students, and 2) the variety of other projects that pop up throughout the year. At this point I'm not sure if that will go into effect for 2016-17, so just something to keep in mind.

Financial Report Section:

Your budget appropriation (see budget)	a. 0.00
Amount which you have spent this year	b. 0.00
Difference between budgeted amount and amount spent (a-b)	c. 0.00

**Report submitted by: Ariana Santiago

**Email address: ariana.e.santiago@gmail.com