

Committee Final Report

NOTE: ** = Required Field

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

****Date:** 6/6/17

****Committee Name:** NMRT Endnotes Committee

****Supervising Board Member:** Julia Frankosky

****Chair, Co-Chairs, Assistant Chairs:** Josh Rimmer & Tammy Ivins

****Committee members:**

Annice Sevett	
Beth Hendrix	
Elizabeth L. Lieutenant	
Sarah LeMire	

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

- Issue (being prepared for publication at the time of this report) will contain four peer-reviewed articles and five book reviews
- Revised our peer-review process, including increased standardization (particularly in regards to response-time and acceptable article types) and information available for authors.
- Revised our book review process to increase the diversity of book reviews through reviewer-selected books.
- Planned and implemented a more robust Endnotes marketing plan with the intent of increasing readership and participation from ALA members from all walks of librarianship. Our new marketing included:
 - Included testimonials from previous authors in our marketing
 - Diversified the reach of our CFP by utilizing the NMRT liaisons.
 - Marketed Endnotes to MLIS students through a customized CFP, tailored to attract student authors.
- In collaboration with other ALA and NMRT representatives, designed the new OJS platform
 - Note that since we get charged by the document in the new OJS, all book reviews will be consolidated into one document going forward. Though the 2017 issue is

still on the “old” platform, we have begun the new book review practice in this issue.

- Created a new microsoft word template for articles & book reviews, as well as implemented standardized “article types” for the peer-review articles.
- Create more documentation for the committee to ease future transitions
These files will be added to the committee’s ALA connect page (as a zip file) and are available on Google Drive here:
<https://drive.google.com/drive/folders/0B7VbNMSs1Du-T2w2aHRwb1ZmOXM?usp=sharing>

****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.):

- Open Journal System - While the design and planning work was completed this year, the final set-up of the OJS system won’t be until December ‘17- January ‘18 (for budget reasons).
 - Migrating back issues. In future years, if there is room in the budget, we should consider migrating back issues of *Endnotes* to the new OJS. This will allow authors to begin to track views of their articles and provide consistency in access to readers.
 - Ads. The OJS allows for ads from sponsors, which could help sponsor the cost of the system and/or migrating back issues. In the future, the NMRT board should discuss obtaining a sponsor for *Endnotes*.
- Webinar - Initially we planned on offering a webinar for new authors this year, but it had to be postponed due to lack of time. It may be an idea future committees chairs might want to consider.

Financial Report Section:

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

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