

## **Committee Progress Report**

NOTE: \*\* = Required Field

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

**\*\*Date:**

3/13/2013

**\*\*Committee Name:**

Annual Program Committee

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

Megan Hodge

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

Jared Harmon, Angiah Davis (co-chairs)

**\*\*Committee members:**

Selina Sharmin, Kaya Burgin, Tinamarie Vella, Alyse Ergood, Tiffany Bradford-Oldham

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

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

- We have chosen a topic for our program. It will be about publishing for new librarians.
- We have chosen a date (June 7, 2013 @ 12:00pm).
- We have secured the virtual meeting space for this date, as well as a practice meeting on June 3 @ 12:00pm.
- We reached out to potential speakers and have secured 3 who are willing to participate.

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

- Need to coordinate specific content to be covered in the program with speakers.

**\*\*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?):**

**Financial Report Section:**

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

**\*\*Report submitted by:**

Jared Harmon, Angiah Davis

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