

# Committee Progress Report

NOTE: \*\* = Required Field

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

**\*\*Date:** 2/27/2017

**\*\*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

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

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

- Updated and distributed a general CFP
- Created and distributed a LIS-student-focused CFP
- Redesigned the book review process and created timeline for Summer '17 issue.
- Revised the peer-review process, timeline, and standards
- Created a new, more professional microsoft Word article template
- Updated the Endnotes handbook entry with a more detailed timeline

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

- Peer-reviewing, revising, etc scholarly articles for Summer '17 issue
- Selecting and approving book reviewers for Summer '17 issue

**\*\*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?):**

- "New Authors" webinar- deferred for next year
- OJS - budget concerns still under discussion by NMRT leadership

**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

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