asis&t

Association for Information Science and Technology

GENERAL INFORMATION

Be sure to include the following information on the first page of your Activities Report.

1. Name of Chapter

Name here

2. Year covered by the report:

July 1, 2006 to June 30, 2007

3. Name(s) and Signature(s) of the Individual(s) submitting the report and the Chapter Offices they hold.

Name, Chapter Chair

4. The date the report was submitted (completed)

6 August 2007

5. Is this package is being submitted as (select one):

a. Your required activities report only b. Your self-nomination for Chapter-of-the-Year and activities report

BOTH

PART I. MEMBER-RELATED CRITERIA 5 points

6. What is the number of members active locally (serving on chapter committees or working groups)?

10

7. List names of members who the chapter would recommend to serve in ASIST national positions. (committees, taskforces, etc. - recommendations should be based on the quality of the individual's work for the chapter)

Names of the people

8. Describe the programs employed by the chapter for the purpose of member recruitment. Also describe activities the chapter engages in to welcome new and potential members and foster their participation in the chapter.

In the past year, NEASIST has begun offering discounted ASIST membership to non-members who join ASIST at the same time that they register for a NEASIST program. ASIST professional membership is currently $140. NEASIST contributes $41 so that ASIST membership is only $99 for the new member. This program has been reasonably successful and we have gained six new members this way.

In the past year we have also shifted the pricing structure of our programs to provide deeper discounts to ASIST members, thus encouraging membership.

As we learn of new members, the Membership Chair, Dick Luxner, sends them a welcome note by post, and they are added to the NEASIS-L listserv. All members are encouraged to attend monthly Program Committee

Chapter Activity Report Instructions

meetings and engage in the planning and implementation of programs. Evaluation forms at all programs provide space for participants to indicate if they are interested in participating in the Program Committee. We have had at least four new Program Committee members join this way.

9. Describe the programs and activities employed by the chapter for the purpose of retaining current members. Also describe activities used to encourage members to participate in chapter activities.

All members are encouraged to attend monthly Program Committee meetings and engage in the planning and implementation of programs. Evaluation forms at all programs provide space for participants to indicate if they are interested in participating in the Program Committee. We have had at least four new Program Committee members join this way.

10. Please describe your follow-up efforts for non-renewed members.

We send out a card asking them if this is an oversight and if not, reminding them of the benefits of ASIST membership.

PART II. CHAPTER ACTIVITIES 40 points

A. Meetings
Meetings are real-time, short-duration (from 1 hour to a few days) events that allow participants to interact Face-to-Face. In our high-tech world these face-to-face interactions may be aided by technology (i.e. video and audio conferencing).

Types of Meetings:
Social - Primarily providing an opportunity for attendees to enjoy each other's company; Business - Primarily geared towards conducting the business of the chapter; Conference - A single or multi-day, multi-session program offering information on a range of related issues/topics; Presentation - An informational presentation by a single speaker or panel of speakers; CE - A program to provide training on a specific topic. Other - please describe

11. List all meetings. Include dates, a description of the meeting and or its purpose, the name of any co-sponsor(s), the amount of and financial surplus (excess of revenue over expense) or deficit (excess of expense over revenue), the number of first time attendees, the number of non-member attendees (guests) and the total number of attendees. Indicate the type of meeting using the categories above. (SUGGESTED FORMAT: create a table using the data items as column headers)

- Meeting (Dates) - Description
    - Surplus/Deficit, 1st time Attendees, Non-members, Total Attendees, Type

- The Dawn of the Embedded Library: Integrating Library Services into People's Trusted Networks (3 October 2006) - Join us for another engaging program featuring five pace-setters innovating at the edge of new library services! They will focus on examples of how and why libraries need to think beyond "marketing & advocacy" to a new level of findability, usability, and service. It is a future moving towards full integration of the library into users' daily web practices. Speakers: Nicole Hennig (MIT), Annette Bailey and Godmar Back (LibX toolbar), Tim Spalding and Abigail Blachly (Library Thing)
    - $1,518.19, 35 (est), 59, 100 +6 waiting, Conf

- Geographic Information Made Accessible: Google Earth and Web Mapping Tools with Lisa Sweeney and Daniel Sheehan (6 March 2007) - Take a virtual tour of the world, past and present, with free web mapping

tools, learn about basic GIS concepts, and learn to add your own data to Google Earth. Lisa Sweeney, Head of GIS Services for the MIT Libraries, and Daniel Sheehan, GIS Specialist for the Office of Educational Innovation and Technology (OEIT), support the MIT community's GIS research and teaching through the MIT GIS Lab. Speakers: Students from Simmons GSLIS will be on hand to demonstrate GIS applications before and after the presentation. Projects: Sally LeGore - "Geo-Referenced Data for a Public Library Community: Bringing Local History Resources to the Next Level" Michael Klein - "The Google Earth Book Club Project: Maps + Geospatial Data + Literature" Ceilyn Boyd - "ArtMap: An Interactive Map for the JP Open Studios Event"

   - ($766.14, 30 (est), 49, 85, Pres & Social

- Designing Usable Interfaces: Three Expert Perspectives (10 April 2007) - Join us for an exploration of the critical issues in designing usable web interfaces as we integrate three key approaches to user-focused design: - understand the contexts in which users actually live, work, and search to design online environments that are meaningful and help users meet their goals; -focus on how to reduce the intellectual labor required of users in order to improve their satisfaction with web experiences; -leverage the psychological effects of color, pattern and other visual cues to guide user behavior; Speakers: Karen Holtzblatt (Contextual Design), Steve Krug (Don't Make Me Think), Jenifer Tidwell (Designing Interfaces)

   - $2,491.22, 50 (est), 63, 122 + 9 waiting, Conf

- NEASIST Annual Awards Dinner with special guests Fernanda B. Viégas & Martin Wattenberg (10 May 2007) - Fernanda and Martin will discuss their research: "Visualizing Wikipedia: A tale of life, love, and bureaucracy." They will report on Wikipedia's evolution from a curiosity to a point of first reference for millions. Applying data visualization techniques to Wikipedia's historical archives uncovers a story in three acts: life, love, and bureaucracy. "Life" refers to the impressive ability of Wikipedia to heal itself after vandalism and errors. "Love" is reflected in the overwhelming scale of individual production and the passion shown by devoted editors. And bureaucracy--an unexpected aspect of a free-spirited community--is becoming prevalent as the site scales, with emerging formalized processes and roles that help ensure quality.

   - ($1,285.44), 7 (est), 15, 33, Pres & Social

12. What was the average attendance at meeting for the reporting period? (Average attendance = Total attendance for all meetings / total number of meetings)

85

13. What was the ratio of average attendance to chapter membership? (Average meeting attendance / total chapter membership)

45%

B. Projects and Services

In addition to meetings, chapters may engage in projects and services. Projects are typically one-time activities that last one year or less and address a particular issue or need (i.e. developing a networking resource manual to help chapter members get help from other members). Services are on-going activities that address a particular issue or need. Types of projects and services include (but are not limited to): career guidance or other job related services; apprenticeship programs; service to institutions; promotion of ASIST, the chapter or information science; community assistance; consulting services; referral services; activities held in conjunction

with ASIST annual or mid-year meetings; projects or services aimed at providing support to students or student chapters; group purchasing services; mentoring programs; etc.

14. List the chapter's projects and services by name, provide a brief description, indicate the number of members involved in organizing and providing the project/service, indicate the number of members and non-members served by the service. (SUGGESTED FORMAT: create a table using the data items as column headers)

We have no ongoing projects, but provide multiple opportunities for students to attend national conferences (see Awards, below).

PART III. COMMUNICATION 5 points

A. Chapter Communications

15. What was the number of newsletters (attach copy of each) July 1, 2006 through June 30, 2007

0 "newsletters" but we have an Events Blog to keep folks updates on upcoming programs.

16. Attach copies of any flyers, ads or other promotions

- Embedded Library (October 2006) – http://neasist.org/pc/programs/20061003.html
- GIS for the Real World (March 2007) – http://neasist.org/pc/programs/20070306.html
- Designing Usable Interfaces (April 2007) – http://www.neasist.org/pc/programs/20070410.html
- NEASIST Awards Dinner (May 2007) – http://www.neasist.org/pc/programs/20070510.html

- NEASIST Events Blog – http://www.neasist.org/events/
- NEASIST Website – http://www.neasist.org/

17. Are minutes kept for meetings?

Summaries, presentations, and/or podcasts are made available on the NEASIST Events Blog (http://www.neasist.org/events/) and participants are encouraged to post photos on Flickr with the tag "NEASIST" (http://www.flickr.com/search/?q=neasist).

18. Are minutes kept for committee meetings?

Yes. Program Committee meets monthly on the 2nd Wednesday of the month except in June.

19. Special publications (directories, proceedings, etc. -- attach copies)

n/a

B. Public Relations

20. Describe any activities the chapter engaged in to inform the public about ASIST, the chapter and/or information science issues.

Promotion for NEASIST programs is sent to multiple listservs locally and nationally:

NEASIS, ASIS, SIG-BWP, SIG-DL, SIG-IA, ERIL, SYSLIB, WEB4LIB, XML4LIB, NGC4Lib, ACRLNE, SLA-BOS, NERCOMP, RILA, HELIN, NELIB, NHAIS, UNHWeb, Code4Lib, DigLib, NHLA, Usability4Lib, UWebD, NEDRA, PRSPCT

We are also a co-sponsor of the International Calendar of Information Science Conferences (http://icisc.neasist.org/).

21. Do you send your newsletters to ASIST National HQ? n/a

22. Do you send your newsletters to the Chapter Assembly Director? n/a

23. Do you send your newsletters to other chapters? n/a

PART IV. FINANCIAL 5 points

22. Please list and describe key factors and activities that have affected the chapter's fiscal health in the last 4 quarters. Indicate whether the impact has been positive or negative.

We have focused on practical, cutting edge programs that would appeal to librarians and non-librarians alike and convinced speakers to waive fees and secured meeting space for no fee. In this way, our major programs net profits that enable us to provide free programs (like GIS program) and our annual awards dinner where we take a loss. We are also supporting the International Calendar of Information Science Conferences and SIG-III with web space for modest fees.

We are in solid financial shape with a reserve that would enable us to provide a years worth of programs.

We have also used some of our comfortable financial position to provide discounts on membership to encourage new members, provided a second student travel award to ASIST Annual Meeting, and, this year, will be initiating a similar student travel award contest for attendance at the IA Summit.

PART V. AWARDS 5 points

23. List any awards received by the chapter. Include the name of the award, The date the award was received, the name of the award sponsor, and a description of the nature of the award. (SUGGESTED FORMAT: create a table using the data items as column headers)

NEASIST received the Chapter Event of the Year at the 2006 ASIST Annual Meeting for: "Buy, Hack or Build: Optimizing your Systems for Your Users and Your Sanity"

24. List any awards given by the chapter. Include the name of the award, The date the award was given, the name of the award recipient, and a description of the nature of the award. (SUGGESTED FORMAT: create a table using the data items as column

NEASIST offers a Student Travel Award contest, whereby students submit papers and the author of the winning paper is provided up to $750 to cover travel expenses to the ASIST Annual Meeting. We used to provide just one award but beginning last year we have begun to provide two awards. This prevents master's and doctoral students from having to compete against one another.

Beginning this year, we will be initiating a similar student travel award contest for supporting student attendance at the IA Summit.

In May 2007 we bestowed two awards on chapter members:

Sally LeGore received our Student Member of the Year Award for outstanding service and engagement with the chapter.

Manya Kapikian received our Chapter Member of the Year Award for her yoeman's work in moving our finances to a new bank and negotiating our new policy of providing discounts on ASIST membership to new New England members who've attended our programs.