SIG ANNUAL ACTIVITIES REPORT
and SIG-OF-THE-YEAR CRITERIA AND CHECKLIST

Please use this form and checklist to file your SIG Activities Report and to apply for SIG-of-the-Year. SIGs wishing to be considered for SIG of the Year and/or requesting funds rollover must submit this form by August 15th; all other SIGs must submit by September 15th.
Submit this form online: http://www.softconf.com/asist/SIG_of_the_Year/submit.html

SIG NAME (and acronym): __Special Interest Group Digital Libraries (SIG-DL)_____

REPORT SUBMITTED BY (name):_June Abbas_____ (office)_Chair_____

ACTIVITY PERIOD: August 1, 2010 – August 1, 2011

CURRENT OFFICERS:

Chair (required): __June Abbas_____

Other Officers: __Chair-Elect: Susan Wells Parham; Communications: Betsy Martens; Treasurer: Marisa Ramirez; Membership: Anne Diekema; Webmaster: Eugenia Kim; Past Chair: Barrie Hayes__

Do you wish to be considered for SIG of the Year? _X_ Yes ____ No

1. Did your SIG hold a planning meeting at the last annual meeting? _X_ Yes __ No

2. Who represented your SIG at the SIG Cabinet meeting at the last ASIS&T annual meeting?
Name _ Barrie Hayes _____ Office Outgoing Chair_____
Name _ June Abbas _____ Office Incoming Chair_____

3. Please list the names of new leaders in your SIG who may be interested in getting involved in other areas of ASIS&T:
June Abbas
Tina Jayroe

4. Describe any efforts your SIG made especially designed to recruit new members or retain members (e.g., welcome letters, calls or visits, etc.).
- The Incoming Chair of SIG-DL (Abbas) attended the 2010 New Member brunch and met with and handed out flyers about SIG-DL activities during Annual. She encouraged new ASIS&T members to come to our activities and Business Meeting. These efforts paid off with increased

attendance at both our Business Meeting and Dutch Treat dinner (25 attendees at Business Meeting, and 14 at Dutch Treat dinner).

- Officers sent personal follow-up email invitations to all 2010 SIG-DL Business Meeting attendees to encourage them to participate in our 2011 program planning meetings. A wider email invitation was also sent to the SIG-DL listserv.
- SIG-DL held planning meetings in January and April 2011 using Skype and Adobe Connect Pro respectively. Using Adobe Connect Pro enabled us to record the session and make it available to officers and members. We will also schedule planning meetings in August and September. Planning meetings were not held as frequently as we would have liked due to the busy schedules of officers; however, much of our planning took place asynchronously, using email. SIG-DL officers preferred this mode of communication and used it effectively for planning activities.
- In addition to the SIG-DL listserv, we continued to utilize the SIG-DL Facebook, LinkedIn, and Twitter accounts to share program and other announcements with the individuals who joined these groups. We added a Twitter feed to our SIG-DL page to distribute information to SIG-DL members and others who might not participate in Twitter. Our Webmaster Eugenia Kim and our ASIS&T New Leaders Program intern, Tina Jayroe, have been instrumental in tweeting SIG-DL and other events of interest to SIG-DL followers.
- Continual use of Facebook, LinkedIn and Twitter has allowed SIG-DL to communicate with and extend the reach of SIG-DL beyond the ASIS&T community. As our Membership officer, Anne Diekema, and our Chair-Elect, Susan Parham, have determined, a significant number of the members of the SIG-DL Facebook and LinkedIn groups are neither on the SIG-DL email list nor the official SIG-DL roster of members.

5. What programs, including those presented at ASIS&T Annual, did your SIG sponsor or cosponsor during the activity period? (e.g, continuing education programs, regional meetings, promotional activities for your SIG or ASIS&T, career guidance, ongoing services, etc.). Please list the name of the program, speakers involved, date and location, estimated attendance, revenue and expenses, a brief description of each program, and other participating organizations or ASIS&T units, if applicable.

- ASIS&T SIG-DL 2011 Annual Meeting program planning meetings via Skype and Adobe Connect Pro with SIG-DL officers and other participating SIG members. Conducted in January and April 2011; planned for August and September.

- 2010 ASIS&T Annual Meeting Programs:

   There was a bit of confusion among the SIGs last year regarding sponsorship of programs, panels, and workshops, which led them to believe that SIGs were not sponsoring programs at the Annual Meeting. SIG-DL, however, did sponsor one post-conference workshop and one panel presentation as described below.

   SIG-DL Workshop: Assessing Research Data Needs at Your Institution
   Wednesday, October 27, 2010, Full Day 9:00 am – 5:00 pm. Speakers included:
   Barrie Hayes, University of North Carolina (SIG-DL Outgoing Chair); Susan Wells Parham (SIG-DL Chair-Elect); Georgia Institute of Technology; Jake Carlson, Purdue University; and Brian Westra, University of Oregon. Attendance: 18. Cost of workshop: 2,793.71. Revenue generated: 3,250.00. This workshop introduced participants to a set of tools and

techniques for assessing the research data environment of their institutions. Speakers from four different research universities introduced participants to approaches for data assessment that could be adapted to their local environments. Two assessment tools (the Data Asset Framework (DAF) and Data Curation Profiles) were introduced, and context and background on key issues, such as different types of research data, the risks associated with data loss, and researchers' attitudes toward the use and sharing of data were presented.

SIG-DL Panel: From Education to Preservation: Emerging institutional repository services in the scholarship lifecycle. Speakers included: Marisa Ramirez, Susan Wells Parham, Ann Hanlon, Bill Anderson, Shawn Martin and Stephanie Davis-Kahl. This panel session brought together a diverse group of information professionals tasked with delivering institutional repository services to campus. Panelists explored IR services in support of the scholarly lifecycle throughout the phases of creation, evaluation, dissemination and preservation. Panelists and audience discussed opportunities and future directions for the profession and academia alike.

- We continued the session assessment practice introduced by Susan Parham and implemented by SIG-DL officers in 2009. At least one officer attended each session related to SIG-DL interests and recorded attendance numbers and topics of interest expressed by attendees. These reports were used in SIG-DL planning for 2010-2011.

- 2011 ASIS&T Annual Meeting Programs:

  SIG-DL submitted three proposals for the 2011 ASIS&T Annual Meeting program, two panel proposals and one post-conference workshop proposal. Two of these proposals were accepted:
  - A proposal for an undergraduate and master's student research poster/panel discussion showcasing digital curation projects and research by undergraduate and master's students. Eugenia Kim, SIG-DL Webmaster, developed the proposal and will moderate the session entitled: "**Digital Liaisons: Student Perspectives on Curating the Information Life Cycle**".
  - A half day post-conference workshop, entitled: "**A Builder's Dozen**", developed by June Abbas and Betsy Martens (SIG-DL Chair and Communications Officer, respectively), will focus on past and current digital initiatives, directions for research and evaluation, and serve as a showcase of 6 innovative digital initiatives (3 established and 3 new) and an interactive discussion of lessons learned and future directions for digital libraries.

- SIG-DL is co-sponsoring one post conference workshop session:
  - **Workshop on the IMPACT Center for Digitization**. **Project Results and Future Path of Practice and Research.** Organized by Hildelies Balk, Project Manager of IMPACT, Head of the European Projects for Research and Development in the National Library of the Netherlands (KB), Clemens Neudecker, Technical Project Manager, IMPACT, Aley Conteh, Digitization Program Manager at the British Library (BL), Katrien Depuydt, Head of the Language Database Department at the Institute for Lexicology of the Netherlands (INL), and Christoph Ringlstetter, University of Munich, Center for Information and Language Processing. June Abbas and officers reviewed the proposal and made suggestions to this group. Their proposal was accepted and this post-conference session will be presented at ASIS&T Annual 2011 on October 12, 2011.

6. Describe the publications your SIG produced during the activity period (e.g., newsletters, technical publications, pathfinders, joint publications, etc.). Briefly describe those publications here, indicate the publication frequency and intended audience, and enclose a copy of each publication (or provide the URL) with this report.

SIG-DL had no formal publications during the activity period; however, Eugenia Kim (Webmaster), Betsy Martens (Communications Officer), and Tina Jayroe (ASIS&T New Leaders Program intern) made heavy use of social media such as Facebook, LinkedIn, and Twitter to communicate activities, conferences, etc. that would be of interest to ASIS&T SIG-DL members and other non-ASIS&T followers. Eugenia added a Twitter feed to our ASIS&T SIG-DL wiki page.

7. Describe your SIG's participation in other noteworthy activities during the period (e.g., participation in a public effort, such as, legislative hearing, standards committee, representation at meetings of other organizations, etc.).

- In fall 2010, prior to the Annual Meeting, SIG-DL held their 2010 officer elections online and in advance of the annual meeting for the second time, continuing a practice we instituted in 2009. Utilizing Survey Monkey, we invited all SIG-DL members to vote for incoming officers using this online survey tool. By conducting officer elections in this manner, we greatly increased election participation from SIG members. We will continue this practice in the Fall of 2011. SIG-DL utilized social networking tools to share information and extend the reach of conference activities during the 2010 annual meeting:
    o Officers used a SIG-DL Twitter account and the #asist10 hashtag to publicize the SIG business meeting and conference sessions, and to comment on SIG-sponsored program content to conference attendees following conference tweets.

- Social networking tools were also used during 2011 to keep SIG-DL members and non-ASIS&T followers up to date on SIG planning, digital libraries related conferences, and other activities of interest to our group. As an example of how using social networking tools has had a positive impact on the SIG, our ASIS&T intern reports that the SIG-DL Twitter feed increased followers after the announcement of the student research panel that will take place at Annual 2011.
- SIG-DL plans to again allocate funds from its budget to contribute toward travel expenses of non-member speakers for its accepted programs.
- Chair, June Abbas, attended both SIG-CR and SIG-USE planning and business meetings at Annual 2010 to determine potential collaborations with other SIGs.
- SIG-DL began having conversations with Vanessa Foss, ASIS&T organization, about topics for webinars to conduct for ASIS&T members. Outgoing Chair, Barrie Hayes, began these conversations and submitted some ideas for webinar topics to Vanessa after soliciting input from SIG-DL officers. Abbas has since been continuing these efforts by serving on the ASIS&T Education Committee (Co-Chair) and on the ASIS&T Presidential Webinar Taskforce charged with surveying the ASIS&T membership, developing a business plan and procedures to implement and deliver webinars.

- Abbas also attended the ALA Linked Data SIG, and ALA programs related to Institutional Repositories and new data structures that are relevant to SIG-DL activities. She currently serves as Chair of the new cataloging standard, Resource Description and Access (RDA) Programs Taskforce and this taskforce has been instrumental in delivering multiple programs to the ALA community that are relevant to SIG-DL as this new standard will be implemented in Jan. 2013 in the U.S. and potentially worldwide.
- SIG-DL officers Susan Parham and Marisa Ramirez provided input to the Program Committee for the ASIS&T Research Data Access and Preservation Summit (RDAP) held in March 2011.
- SIG-DL Past Chair, Barrie Hayes provided initial mentorship to ASIS&T 2010 New Leaders Program intern Tina Jayroe. Throughout the year, Tina worked closely with SIG-DL officers to develop and enhance SIG-DL outreach efforts and promote SIG programs via social media and listservs, particularly the SIG-DL Twitter feed.
- In April, Marchionini encouraged tweeting of the RDAP 2011 conference in Denver, CO. Tina Jayroe tweeted as a representative for SIGDL and is also a planning member for RDAP 2012.
- As further outreach to ASIS&T and SIG-DL members, two SIG-DL members have presented webinars to the ASIS&T community in 2011:
    - Marisa Ramirez presented a webinar on July 28, 2011 entitled "Crash Course in Institutional Repositories."
    - June Abbas will be presenting a webinar on August 18, 2011 entitled "You Have an IR: Now What?"

8. Please include any other comments you would like to make about your SIG's activities during the period.

As mentioned above, SIG-DL continued to make heavy use of social networking media as a means to recruit and maintain members, and as a way to keep followers up to date on events, conferences, and other activities (not all ASIS&T specific) that are of interest to both our members and non-ASIS&T members alike. It is from these audiences that SIG-DL will maintain and expand its membership.

SIG-DL members also participated in ASIS&T Presidential education-related initiatives by serving on the Webinar Taskforce, developing ideas for webinar topics, and delivering two webinars to the ASIS&T community.

In terms of continuity, SIG-DL officers have continued with several practices that they began in earlier years:
- In 2009, SIG-DL officers implemented an assessment of SIG-sponsored session programs to determine their success and to inform program planning for the future. We continued this practice in 2010 and plan to utilize this process again at the 2011 Annual Meeting.
- We will conduct our elections online again this year, as election figures from the past two years (2009 and 2010) show that this mode of delivery allows a larger percentage of SIG-DL members to participate.
- We have also conducted a comparison of our various member lists: the official roster of SIG members, the SIG-DL listserv, our Facebook group, and our LinkedIn group and have successfully merged these lists. As mentioned, these four lists are significantly different from each other. We realize that there is great potential for growing membership with these

lists, and we have planned a brainstorming session in either August or September, with continued discussions to take place at the Annual 2011 Business meeting, to determine the best way to utilize this information for outreach to our members and recruitment of new members.