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): Digital Libraries Special Interest Group (SIG-DL)
REPORT SUBMITTED BY (name): Susan Wells Parham - Chair
ACTIVITY PERIOD: August 1, 2011 – August 1, 2012
CURRENT OFFICERS:

Chair (required): Susan Wells Parham
Other Officers: Chair-Elect: Marisa Ramirez
Communications: Tina Jayroe
Treasurer: Betsy Martens
Membership: Anne Diekema
Webmaster: Eugenia Kim
Past Chair: June Abbas

Do you wish to be considered for SIG of the Year? Yes

1. Did your SIG hold a planning meeting at the last annual meeting? Yes

2. Who represented your SIG at the SIG Cabinet meeting at the last ASIS&T annual meeting?
   - June Abbas
   - Susan Parham

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

2011 ANNUAL MEETING
   - Using the official SIG-DL logo, Susan Parham (Chair) created bookmarks for distribution at Annual. In addition to information about the SIG, bookmarks included time & location for the SIG-DL Business Meeting. Bookmarks were distributed to new members at the New Member Brunch, during SIG Welcome/Rush, at the group’s Business Meeting, and throughout the conference. ASIS&T attendees were encouraged to participate in SIG activities.
• Susan Parham attended New Member Brunch, addressing new members about the SIG and highlighting the accomplishments of both our new members and student members, including our social networking expansion and the development of our 2011 student session.

• SIG officers attended the SIG Welcome/Rush event, encouraging attendee participation at the Business Meeting and Dutch Treat Dinner.

• We made heavy use of SIG-DL Twitter account and the #assist11 hashtag to publicize SIG conference events, and to comment on SIG-sponsored program content to people following conference tweets.

• 19 people attended the SIG-DL Business Meeting, where they contributed to program planning for the next year. Officers followed up with them to gather feedback and encourage participation in SIG activities.

• We had increased attendance at the 2011 Dutch Treat Dinner, held at Ralph & Kacoo’s Seafood Restaurant.

2011-2012

• The SIG-DL officers developed an outreach strategy for both current and potential SIG members. Tina Jayroe, Communications Officer, sent many of these messages. She noted an increase in Facebook and Twitter followers after each communication.

• Business Meeting: Follow-up email was sent to all 2011 SIG-DL Business Meeting attendees to share meeting minutes and encourage participation in our 2012 program planning meetings.

• Program Planning: SIG Chair sent messages via our email list and social networking accounts inviting more active participation in program planning and offering assistance to members developing proposals for 2012 Annual. Officers received a request for assistance; we proofread and provided feedback to two SIG DL members whose 2012 proposal was accepted.

• 75th Anniversary: Anne Diekema, Membership Officer, sent a message marking the 75th anniversary of ASIS&T, asking past SIG officers to identify themselves for the purpose of building a roster of past officers. The roster is posted on the SIG-DL wiki and is accessible through the SIG-DL website: http://www.asis.org/wiki/chapters-sigs/index.php/SIG-DL_Past_Officers

• Membership Benefits: The Membership Officer created membership benefit messages to be sent to our LinkedIn and Twitter channels. SIG-DL decided that these channels should be
open for non-members but that regular advertising to recruit members for SIG-DL should take place.

- **Communication**: The Communications Officer sent a message via our email distribution list inviting members to participate in our expanded SIG DL communication strategy (promoting relevant digital library news or events), or in any other aspect of SIG activities. The message particularly encouraged members to voice their own interests, so officers could tailor programming.

- The SIG recruited 2011 New Leader, Vivienne Houghton to be a submissions judge for this year's Annual Meeting session "Digital Liaisons: Shifting Borders in Interdisciplinary Collaborations." Vivienne was one of the outstanding student presenters in the 2011 SIG DL student session. She has since graduated and is very active in the field and in ASIST.

- The SIG held open program planning and governance meetings throughout the year; meeting agenda and minutes are accessible to all membership on the SIG-DL wiki: http://www.asis.org/wiki/chapters-sigs/index.php/SIG-DL_2011-2012_Meeting_Agenda_and_Minutes

- In addition to the official SIG-DL email list, we continued to expand our use of the SIG-DL Facebook, LinkedIn, and Twitter accounts. Use of these accounts provides an effective way to attract potential SIG members. A significant number of account followers are on neither the SIG-DL email list nor the official SIG-DL membership roster.

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.

**2011 ANNUAL MEETING**

- **Digital Liaisons: Student Perspectives on Curating the Information Life Cycle.** The SIG conducted a unique student session last year, providing a forum for the presentation of digital curation research at the undergraduate and graduate levels. The session showcased student research with both posters and panel presentations. Eugenia Kim, SIG-DL Webmaster, developed the proposal and moderated the session. In addition, she published session proceedings on the SIG-DL website.

- **SIG Digital Libraries: A Builders' Dozen.** The SIG proposed this post-conference workshop for 2011 Annual. The workshop was intended to build upon the past dozen years of SIG DL efforts and look forward to the next dozen years. Six participants from previous SIG DL-sponsored panels representing some of the most significant developments in the current “built” environment of digital collection projects were to be invited to discuss their views of
the most important "building blocks" for successful projects. Six participants from digital collection projects either proposed or now under development would also be invited to discuss their views of the most important "building blocks" necessary to create “to-be-built” environment of the future. The workshop was cancelled prior to the conference due to low pre-enrollment; however, the content was used by SIG members June Abbas and Betsy Martens to prepare the SIG’s successful submission for the 75th Anniversary History pre-conference for the 2012 conference.

2011-2012

- **ASIS&T Webinar.** June Abbas (Past Chair) presented a webinar on August 18, 2011 entitled “You Have an IR: Now What?”

- **Research Data Access and Preservation Summit (RDAP).** Barrie Hayes, Tina Jayroe and Susan Parham were on the RDAP 2012 planning team. Susan Parham and Barrie Hayes developed the symposium evaluation survey.

- **RDAP SIG-DL Sustainability Panel.** Susan Parham co-chaired this SIG-DL sponsored panel, with speakers Margaret Hedstrom, Oya Rieger, and Peggy Schaeffer. Slides are available here: http://www.slideshare.net/tag/rdap12. The SIG funded registration expenses for two external speakers, a total of $500.

- **RDAP Video.** Tina Jayroe coordinated the filming of all RDAP12 conference panels. Video from the summit is readily available via the SIG-DL YouTube channel (http://www.youtube.com/playlist?list=PL8FC427E1E218245D) and is linked to from the RDAP and SIG-DL websites.

- **RDAP Twitter.** Tina also coordinated official SIG-DL tweets from RDAP. She recruited a master’s student from UW-Milwaukee to attend RDAP and tweet the sessions. He provided the second largest number of tweets from the event; his tweets were acknowledged and appreciated by those who could not attend the summit. (See Twitter image below.)

- **Program Planning.** SIG-DL held multiple (10+) planning meetings throughout the year. The goal of these meetings is to develop programming for Annual, and throughout the year. We based our work on brainstorming that took place during the 2011 Business Meeting.
2012 Annual Meeting

- Digital Liaisons: Shifting Borders in Interdisciplinary Collaborations. SIG officers have planned another student-centered research session for 2012 Annual. We have allocated funding to pay student awards for best panel and best presentation. In addition, we will use funds donated by the University of Wisconsin-Milwaukee School of Information Studies to sponsor the event.

- Remixing ADI/ASIST Conference History: Some Panels SIG-DL Wishes We Could Have Convened (And Some That We Did!), 1937-2012. The SIG-DL Executive Committee responded to the call for papers by SIGs for the 2012 75th Anniversary Pre-Conference on the History of ASIST and Information Science and Technology. The presentation, which will include an interactive timeline that will be available through a link from the SIG-DL website, offers an overview of digital library developments by "remixing" selected panels through the recombination of original speakers and authors from the past 75 years of ADI/ASIST conferences with other significant authors, inventors and researchers whose importance to the evolution of digital libraries may not have been apparent at the time. Betsy Martens and June Abbas were the leaders in this effort, which has been accepted for presentation at the pre-conference.

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.
2011-2012

- **RDAP Summit Video**: As stated previously, SIG-DL Communication Officer recorded, edited, and published videos of all presenters of the 3rd annual RDAP summit in New Orleans. They can be viewed from SIG-DL's YouTube Channel (http://www.youtube.com/playlist?list=PL8FC427E1E218245D). She also promoted the videos, publishing announcements via Facebook, LinkedIn, and Twitter. In addition, she rewrote and updated ASIST’s video and web publishing consent form for the recordings.

- **Digital Liaisons Proceedings**: Eugenia Kim published program information from the event including participant bios, affiliations, abstracts, and other relevant materials. The proceedings are available on the SIG-DL website at http://www.asis.org/SIG/sigdl/proceedings/. Plans are being made to publish proceedings from the 2012 Digital Liaisons event after the 2012 Annual Meeting.

- **SIG-DL Officers Manual**: Susan Parham, with input from all SIG officers, developed the SIG-DL Officers Manual. These guidelines include the responsibilities of each elected position, including a timeline of when activities should take place. The goal of this document is to provide continuity when officers change, and to provide guidance to newly elected officers. Guidelines are available on the SIG wiki and will be included in our annual call for officer nominations.

- **ASIS&T Bulletin**: Susan Parham will provide a regular column about research data for the ASIST Bulletin. She co-authored the first article and will recruit content for subsequent ones.

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.).

- Chair-Elect, Marisa Ramirez, secured an agreement with the Editors of *D-Lib Magazine* (dlib.org) to publishing a piece resulting from SIG-DL’s ASIST Annual 2012 student-focused session *Digital Liaisons: Shifting Borders in Interdisciplinary Collaborations*. Mentored by the SIG-DL Executive Committee, student presenters will be given an opportunity to publish a scholarly narrative based on the ASIST 2012 student session, thus increasing awareness of ASIS&T and SIG-DL activities to the broader library practitioner audience.

- Marisa Ramirez also spearheaded the development of a new SIG-DL award in memory of Deborah Barreau. She drafted the award guidelines which are currently under discussion.

- We have allocated funds to student awards for our *Digital Liaisons* student research session. We will provide monetary awards for best presentation and best poster, with additional
runner-up awards.

- SIG-DL received an $800 donation from Dr. Wooseob Jeong, Interim Dean of the University of Wisconsin-Milwaukee School of Information Studies, in support of the SIG's 2012 student-centered research session, Digital Liaisons. The money received will be put toward the event.

- Past Chair, June Abbas, attended the ALA Linked Data SIG, and ALA programs related to institutional repositories, data curation, and new data structures that are relevant to SIG-DL activities. She currently serves as Chair of the RDA Conference Programs and Forums Taskforce. RDA (Resource Description and Access) is the new cataloging standard that will replace AACR2. 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 March 2013 in the U.S. and worldwide. In 2012 the RDA Conference Programs and Forums Taskforce organized a one day preconference and five programs for ALA.

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

SIG-DL officers have continued with several practices that we began in recent years:

- 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 that are of interest to our followers, ASIS&T members and non-members alike. It is from these audiences that SIG-DL will maintain and expand its membership.

- We again allocated funds to contribute toward travel expenses of non-member speakers for our accepted programs.

- Prior to the 2012 Annual Meeting, we will conduct our fourth annual online officer elections. As election figures from the past three years show, this mode of delivery allows a larger percentage of SIG-DL members to participate. The new officer guidelines will assist us in gathering more nominations from SIG membership, as potential officers will have a better idea of what is expected of them.