

2015-2016 CALA Annual Committee Report

Instruction:

1. Please use this template for your report and save final copy in PDF format
2. Name your to be submitted report and related files in the following way (for long committee name, abbreviation can be used)
 - a. 2016_rpt_annual_{com, tf, chapter, etc.}-name.pdf
 - b. 2016_rpt_annual_{com, tf, chapter, etc.}-name_attach1{.docx, .pdf, or .xlsx, etc.}
 - c. 2016_rpt_annual_{com, tf, chapter, etc.}-name_attach2{.docx, .pdf, or .xlsx, etc.}For example: 2016_rpt_annual_com_publications.pdf (Publications Committee's report)
3. When ready, submit your report at <http://cala-web.org/forms/com-report>

Your Name: Zheng (Jessica) Lu, Guoying Liu

Email: zjlu@usfca.edu, gliu@uwindsor.ca

Committee Name: CALA Conference Travel Grant Committee

Committee Roster:

Zheng Jessica Lu (Co-Chair) zjlu@usfca.edu University of San Francisco Gleeson Library

Guoying Liu (Co-Chair) gliu@uwindsor.ca University of Windsor Leddy

Dongyun Ni dni@hawaii.edu University of Hawaii at Manoa

Xiaocan Wang wang-x@mssu.edu Missouri Southern State University

Sharon Yang yangs@rider.edu Rider University

Committee Charge: To support CALA members in their efforts to play an active role at professional conferences for their professional or career development. The grant is issued annually and coincides with the fiscal period (from July to June next year) of CALA's operation. For each funding period, up to four awards of equal amounts of \$500 will be given to qualified candidates to defray their expenses for traveling to conferences.

Tasks completed (according to the goals outlined in the CALA 2020 Strategic Plan if applicable- be specific):

In support of **CALA 2020 Strategic Plan Goal #4 Professional Development Opportunities through Training and Mentoring**, our committee has successfully administered the following grants:

- CALA 2016 Conference Travel Grant (\$500 each, 4 awards)
- CALA 2016 Chapter President Travel Grant (\$300 each)
- CALA 2016 IFLA Registration Grant (regular member \$576, student member \$282)

For details see attached list at the end of the report

Goals and objectives accomplished for the whole year (and highlight those accomplished after mid-year report):

Goal 1. Review and revise committee's documentation to clarify the committee's roles and responsibilities. Establish clear guidelines in administering the travel grant.

Goal 3: Keep CALA website updated about committee work and grant information

Goal 2: Publicize the grant for maximum participation from members

Goals and objectives not completed (and concerns): N.A.

Budget requirements or reimbursement Requests (if any):

CALA conference travel grant: $500 \times 4 = 2000$

CALA 2016 Chapter President Travel Grant: $300 \times 3 = 900$

CALA 2016 IFLA Registration Grant: $576 \times 4 + 282 \times 2 = 2868$

Total request: \$5,768

Questions/Comments/Suggestions for the Board (if any): N.A.

Summary: In a few sentences, highlight your achievements, concerns, or suggestions that you mostly want addressed. This should be the main point of your committee report.

This year, in addition to the regular CALA Conference Travel Grant, our committee has taken on two newly created grant categories: Chapter President Travel Grant and IFLA Registration Grant. From drafting the call for applications, fielding applicants' inquiries to completing the review process and submitting our committee recommendations to CALA board for approval, our committee has successfully completed all the extra workload according to the planned timeline.

The committee also encountered the situation where two committee members applied for the CALA Conference Travel Grant and IFLA registration grant. In order to eliminate conflict of interest, both members were excused from the entire review process of the specific grant that she applied to. I suggest making this a standard practice for future travel grant committee work, since currently there's no policy excluding committee members from applying for the grant.

CALA Conference Travel Grant Committee (2015-2016) recommendation to the CALA Board

CALA 2016 Conference Travel Grant (\$500 each)

This year the committee has received 10 complete application packages. All 10 applicants are eligible and have made strong cases applying for this grant.

After careful consideration and thorough discussion via email correspondence and a teleconference, the committee recommends the following 4 recipients:

Michael Huang: Stony Brook University Health Sciences Library

Xudong Jin: Baltimore City Community College

Hong Miao: Marywood University Library

Jane Wu: Otterbein University Courtright Memorial Library

CALA 2016 Chapter President Travel Grant (\$300 each)

There are a total of 7 awards available this year. The committee received 3 applications and recommends all 3 applicants be awarded the grant:

Yiping Wang, Northern California Chapter President

Hong Wu, Greater Mid-Atlantic Chapter President

Fu Zhuo, Midwest Chapter President

CALA 2016 IFLA Registration Grant (regular member \$576, student member \$282)

There are a total of 10 awards available this year. The committee received 6 applications including 2 student members and recommends all 6 applicants be awarded the grant:

Regular members:

Qi Chen, Calumet College of St. Joseph

Liya Deng, University of South Caroline

Xiaojie Duan, University of Southern Mississippi Libraries

Guoying Liu, University of Windsor

Student members:

Wencheng Su, Jiangsu University

Xueye Zheng, the Catholic University of America

