

**CALA Assessment and Evaluation Task Force 2015-2016**  
**Annual Report**

Submitted by the Committee:

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Action Item #1: Guided by the CALA constitution, by-laws, and the strategic plans, review the committee and task force charges and make recommendations to the president and board on the future committee re-organization and consolidation.

- The committee worked with the Membership Committee and collected membership information (including the numbers of regular members, life members, public library members, academic library members, other special library members, and years as CALA member). We found that although the Job Title and Job Category fields are required on the membership application form (below), most members didn't provide us the information when they signed up. **We suggested adding more demographic and educational questions on this form to enable more meaningful data analysis in the future.** <https://intranet.calaweb.org/civicrm/contribute/transact?reset=1&id=4>
- We reviewed the charges of committees and task forces and sorted the committees and the task forces based on the six goals in the strategic plan. We think some committees are

essential to our organization and they should be core to all strategic goals, therefore probably not needed to be mapped to the six goals.

Those core committees are:

Constitution and Bylaws Committee  
Finance Committee  
Membership Committee  
Nominating Committee  
Public Relations & Fundraising Committee  
Publications Committee  
Web Committee  
CALA-CALSYS Task Force

Mapping to the CALA Strategic Goals:

1. Membership Recruitment, Retention, and Engagement:

Membership committee  
Public Relations & Fundraising Committee  
International Relations Committee  
Recruitment of Young Generations Task Force  
Mentoring Program Committee

2. Leadership Training and Development:

Outstanding Leadership Award in Memory of Dr. Margaret Chang Fung Committee  
Leadership Training Academy Task Force  
Mentoring Program Committee

3. Local Chapter Development: we had trouble putting committees or task forces in this goal. The only one we could come up is the Local Arrangement Committee. **It seems that “there is no clear infrastructure for supporting local chapters”.**

4. Professional Development Opportunities through Training and Mentoring:
  - Professional Development Task Force
  - Mentoring Program Committee
  - Sally C. Tseng Professional Development Grant Committee
  - Scholarship Committee
  - Sheila Suen Lai Research Grant Award Committee
  - Jing Liao Award for the Best Research Committee
  - Conference Travel Grant Award Committee
  - Publications Committee
  
5. Professional Networking through Cutting-edge Technologies
  - Web Committee
  - Collaboration and Organizational Development Initiatives Task Force
  
6. CALA's Impact on Local, State, National, and International Levels:
  - Public Relations & Fundraising Committee
  - ALA Advocacy Coordinating Group/COLA
  - Representative to ALA Equity, Diversity and Inclusion Task Force
  - Representative to ALA New Membership Round Table Council
  - Representatives to ALA Diversity Council
  - International Relations Committee
  - Representative to the Library Society of China
  - Representative to IFLA
  - Assessment and Evaluation Task Force
  - Collaboration and Organizational Development Initiatives Task Force
  - Family Literacy Focus Task Force
  - Representative to Joint Council of Librarian of Color
  - Publications Committee

We are under the impression that there are quite a few of award committees. Is there a better way to reorganize them? Also there are several representatives to other organizations. Can we form a

Liaison Program that includes all those representatives to facilitate information sharing? Since assessment is so important to the organization growth, should we have an assessment committee? Those are just a few of our initial thoughts. We will continue our committee discussion and in the meanwhile, we would seek comments and suggestions from the Collaboration and Organizational Development Initiatives Task Force.

7. Based on the observation and evaluation of the Mid Term report, the following suggestions and recommendations were submitted, approved by the board and voted and passed on the Annual Election Ballot.

1. A new model to streamline the operations of all award committees. Under this model, the Award Committee will oversee and coordinate all other award committees, including scholarship committee. All other award committees will become sub-committees of the Award Committee.

For #2. Awards Committee, the changes in *italics* will read as follows:

2. **Awards Committee.** The chairperson, with the help of the Committee members, shall issue calls for nominations for the Distinguished Service Award for the Association, select and recommend a recipient for the Award in accordance with the criteria and guidelines established by the Board. *The Award committee will oversee and coordinate all other award sub-committees, including scholarship committee.*

2. We're proposing the following change under CALA Bylaws, Section 9. Committee Chairpersons:

Add # 1. Assessment and Evaluation Committee (this additional will cause a re-ordering for all other committees). The changes in *italics* will read as follows:

*12. Assessment and Evaluation Committee. The chairperson, with the help of the Committee members, is responsible for assessing and evaluating the Association's operations and strategic directions at the organizational level and providing feedback and suggestions for improvement.*

These items will be implemented into Bylaws in 2016-2017.

Respectfully submitted

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