



# CALA - Chinese American Librarians Association 華人圖書館員協會

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Submission #2451

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## Submission information

Form: [CALA Committee Report Form](#)

Submitted by Visitor

Tuesday, June 10, 2014 - 21:37

66.130.55.95

## Your Name:

Heather Cai & Vickie Fu Doll

## Your Email:

heather.cai@mcgill.ca; vdoll@ku.edu

## Name of the Committee:

Jing Liao Award for the Best Research in All Media

## Member Roster (Please list Chair as the first name):

Heather Cai - heather.cai@mcgill.ca (Co-Chair)

Vickie Fu Doll - vdoll@ku.edu (Co-Chair)

Yijun Gao - ygao@dom.edu

Karen Wei - kwei@illinois.edu

Sharon Yang - yangs@rider.edu

## Is this an interim or annual report?:

Annual report

## List significant activities the committee has done since last report:

Major Charge: Establish a clear procedure for Committee work;

### Actions:

- Revised the Committee's handbook. The Committee revised its handbook. The major changes included the revised timeline with clearly defined tasks, a step-by-step communication and consultation procedure, and a complete new section about relationships with other CALA committees and taskforces. The revised handbook entry was submitted to the Handbook Committee on May 23, 2014 with a copy to the President.

Major Charge: Find and review the agreement/contract with Liao's family about managing the fund; Managing the fund: where it is, how much of the fund is still available, and the successor to follow;

### Actions:

- Located original signed agreement between CALA and the donor. Karen Wei, the immediate past Chair of the Committee, reached out to Min Chou, through whom we were provided by Haipeng Li a PDF copy of the signed agreement between CALA and the donor back in June 2011.

- Contacted the CALA Treasurer. The Committee contacted CALA Treasurer, Maria Fung, to find out how the Jing Liao Memorial Fund has been used.

Below are the details provided by Maria:

o Initial Jing Liao Fund: \$16,671.88

o Place: With CALA Operating Fund

o Interest: None

o Years Awarded: 2012, 2013, 2014

o Total amount awarded: \$1,500.00 (\$500.00 each year)

o Balance: \$15,171.88 (as of June 9, 2014)

• 2012 Sharon Yang (check #540 cashed 6/27/2012)

• 2013 Clement Lau (check #598 cashed 6/25/2013)

• 2014 Zhixian Yi (check #665 not yet cashed)

- Contacted the donor about increasing the award amount. The Committee proposed to increase the award amount from currently \$500 to \$1000 to offset the travel cost of the award recipient. The proposal was submitted to the President for consideration. The President advised to contact the

donor. The donor expressed that he would like the fund to last as longer as possible, so the award amount remains unchanged.

Major Charge: Clarify the rights of the donor and CALA and post it on the web;

Actions:

- As described in the revised procedure which clarified the committee's relationship with the donor and the donor's right.
- The revised procedure was published on CALA web.

Major Charge: Call for applications;

Action:

- Solicited applications. Following the initial call in October, 2013 and the first reminder in December, 2013, the Committee sent out two more reminders (February 19, March 5) and one final call (March 18), all in 2014, to the CALA-L. By the end of March, the Committee had received 4 quality application packages, and decided to keep the original deadline.

Major Charge: Create a clear and detailed matrix for selecting the award recipient;

Actions:

- Evaluation and selection. The Committee members went through a very thorough review process. Each member evaluated every publication according to 4 criteria, i.e.

- 1) Originality of the research;
- 2) Quality and thoroughness of the research and its presentation;
- 3) Contribution to the subject field;
- 4) Significance to the library profession and to the library community.

To facilitate and streamline the evaluation process, we developed evaluation rubrics, in which we also embedded a qualification checklist to ensure each applicant was qualified for competition. Our recommendations were made according to the total points each publication received based on a scale of 1 to 5 and in-depth group discussions. The Committee recommended the award be given to Dr. Zhixian Yi, whose work received the highest numerical points and has a significant impact on the community and the library profession (see the attached award citation and CALA Jing Liao Best Research Award announcement dated May 14, 2014)

Major Charge: Inform the Board the Committee's decision of the recipient;

Actions:

- Communications with the stakeholders. The Committee communicated with all the stakeholders throughout the entire process. The Committee sent a draft initial announcement of the award to the President and the donor for input. During the review and evaluation period, the Committee contacted applicants for clarification or additional information. Prior to the announcement of the winner, the Committee consulted the President (who shared the recommendation with the Executive Committee) and the donor, verified citation with the winner, and sent thank you letters to 3 other applicants. Following the announcement of the recipient of the award (May 14), the Committee also requested to have the news posted on the CALA home page (<http://cala-web.org/node/1870> posted May 20).

Major Charge: Closely work with CALA Public Relations/Fund-Raising Committee, Chinese American Librarians Repository and others to promote the award recipient and her/his publications;

Actions:

- Contacted the Chinese-American Librarians Repository Taskforce (Sharon Hu and Mingya Li, Co-chairs) about sending three winning publications to the repository (pending instruction from the taskforce on how to communicate with the authors in order for them to claim their copyright legally).
- Contacted CALA Newsletter Editors (Priscilla Yu and Sai Deng) about the inclusion of the winner information of the Jing Liao Award in the Spring Newsletter. This request has been confirmed by Sai Deng.

**List committee recommendations, if any, to the Board:**

Major Charge: suggestions for improving this Committee's work.

- Investment of the fund. According to CALA Treasurer, Maria Fung, this fund has never been invested. The donor told Haipeng Li that he would give instructions on how to invest but never followed up. With some concern about the long-term sustainability of the fund, the Committee requests that this issue be added to the agenda for discussion at the upcoming CALA Executive Committee/Board of Directors meeting to clarify it is Li Fu's responsibility to follow up with the donor, as Maria Fung suggested.

- The name of the Award. The Committee recommends that, in order to emphasize on the "Best Research" part of the Award and to avoid any potential confusion, the name of the award be changed from "Jing Liao Award for the Best Research in All Media" to "Jing Liao Award for the Best Research" starting from 2015. We understand that this proposal will need to be agreed by the donor and approved by the Executive Committee.

Attachments

**Other document:**

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