



Michigan State University Libraries
Librarian Annual Performance Self Evaluation
For 2021-2022

Name:	Julia Ezzo	Primary Position:	Government Information, Packaging, & Political Sci
Rank:	Librarian II / CA	Primary Division:	Teaching, Learning & Research Engagement
Secondary Assignment:	Cataloging	Appointment: (AN, AY, other)	AN
		Duration of Leave: (if applicable)	January-March 2022

A. SELF EVALUATION of PERFORMANCE OF RESPONSIBILITIES:

The COVID-19 pandemic continued to affect the 2021-2022 evaluation year, though some return to normalcy occurred for the fall semester. This year was truncated for me due to going on medical leave at the end of December 2021 through the end of March 2022. In anticipation of my leave, my late fall semester was spent wrapping up projects and preparing for my extended absence.

I participated in the Summer Research Opportunity Program (SROP) on June 2 and worked with three Packaging students. I discussed the interdisciplinary nature of packaging and recommended custom search strategies for each of the researchers and their specific topics. I also presented at the November 18 Reference Meeting to share Packaging questions and resources.

Ed Busch, Elisa Landaverde, and I continued to capture local election websites for the 2021 election season. This project started thanks to the MSUL Microgrant program. My role on this team is to identify appropriate local election websites for capture, and once captured, to add the links to the web archived pages to this project's libguide. We also submitted an article about this project to the journal *DttP: Documents to the People* and it was published in fall 2021.

Fall 2021 Library Instruction

- James Madison College 498: Civic Engagement and Community Development in Lansing. I created a libguide on resources related to community development in Lansing with an emphasis on Census and demographic information. I created a video tutorial on how to use Census resources, such as data.census.gov, Social Explorer and Policy Map.
- Packaging 102: Introductory Packaging Seminar. I was invited to present to this class in-person on October 12 and provide an overview of resources for Packaging students. As many of these students are first year with little to no library experience, my session also covered the basics of using the library's website.

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- Packaging 485: Packaging Development. Breezy Silver and I conducted our library instruction session to this class in-person on October 13. I covered how to use the library's resources for finding packaging resources that relate to their specific assigned packaging products. In my government information role, I also explained the differences between laws and regulations and showed the class how to find applicable local, state, and federal laws and regulations that affect packaging.
- Political Science 800: Proseminar: Political Theory and Research Methods. On October 19 over Zoom, I discussed relevant library resources for students working on their political science dissertations, with an emphasis on available data resources.

I was contacted by Dr. Anna Maria Santiago, Associate Dean for Graduate Studies and Research, and asked to provide an informative session for a cross-disciplinary team of graduate and undergraduate students who were evaluating the impact of COVID on child and elder care for women of color in Detroit. Her team of researchers needed instruction on Census resources (data.census.gov and Social Explorer), as well as how to find data and information resources on this topic through government and nonprofit agencies. I provided a three hour in-person session for her and her nine team members on October 22.

I continued to provide support for Gallup Analytics microdata. This work entails downloading the latest data from Gallup and uploading it to our servers. I am the primary contact person for researchers who need access to the microdata for their projects. After a consultation with the researcher to find out what microdata they need, I compile the requested data using SPSS, generate the data codebooks, and deliver the data to them.

Prior to going on leave, I formulated MSU's responses to the Federal Depository Library Program's Biennial Survey. As I was out when the survey was open, my responses were submitted by Kathleen Weessies. This legally required, detailed survey provides the Government Publishing



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Office with information about our depository collection.

As a liaison librarian, I received a staff award for Outstanding Achievement for the work done throughout the pandemic.

I continued collaborating with Eric Tans and staff at the MSU Surplus Store and Recycling Center on maintaining a resource guide related to environmental justice, with a focus on sustainable purchasing and packaging.

I was contacted in Spring 2021 by the DEI Coordinator at IPF, Tina Alonzo and asked if the library could assist with creating a resource guide on DEI issues for IPF staff. I contacted the chair of the Diversity Committee, Ranti Junus, for volunteers for this collaboration. Ranti and I worked with Tina and other members of IPF's Diversity Council to create a libguide of DEI materials.

For my secondary assignment in Cataloging, I continued to work on cataloging video games remotely, using workflows created during the 2020-2021 year, until August when I returned to campus one day a week. After that, my cataloging work took place on campus.

At the MSUL, I finished out my term on the Bylaws Committee in August. I volunteered to serve on the Handbook Language Review Committee to review the Librarian Handbook and remove non-inclusive language, update outdated policies, clarify certain policies, and migrate the handbook to Confluence for ease of updating and access. Additionally, I served as chair of a reappointment committee in the fall.

While I did not attend the virtual ALA conferences for Annual and Midwinter this year, I did attend ALA Government Documents Round Table (GODORT) sessions and meetings as they were held outside of the formal ALA conference schedule and they were free for all to attend. I finished my term as a member of GODORT Steering as chair of the Nominations Committee and was elected chair-elect of GODORT's Publications Committee. I also attended the Fall and Spring Federal Depository Library Program (FDLP) conferences, both held virtually. I continued to serve in my role as a member of the Government Publishing Office's Depository Library Council (DLC). Members of the DLC are required to plan and help run the fall and spring FDLP conferences. DLC also meets monthly with GPO to discuss issues related to the FDLP, such as the discontinuation of microfiche



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as a distributed format. I also served as co-chair of a DLC working group focusing on issues related to digital deposit.



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B. SELF EVALUATION of SCHOLARLY AND CREATIVE ACTIVITIES:

Presentations

- Visualizing Deposit of Digital Content by GPO: Use case interviews. Presented at the Spring Federal Depository Library Program (FDLP) Spring Conference. April 21, 2021.
 - I discussed the work of the Visualizing Digital Deposit Working Group and how the group is using interviews to draft recommendations for implementing digital deposit of government documents from GPO to libraries.
- 15 Amazing Facts about Digital Deposit You've Got to See to Believe and How They Could Change Gov Info Collections Forever. Presented with James R. Jacobs and Robbie Sittel. Federal Depository Library Program (FDLP) Fall Conference. October 18, 2021.
 - With more and more Government information published directly to the web, mechanisms should be in place to discover, collect, describe, and distribute born-digital material. The Digital Deposit Working Group was charged by the Depository Library Council to examine the value of digital deposit and how it applies to Federal depository libraries and the information we collect and share with our patrons. This session presented the facts, findings, and recommendations of the Digital Deposit Working Group.
- As co-chair of the Digital Deposit Working Group, I presented an update at the Depository Library Council's (DLC) fall business meeting during the FDLP fall conference and outlined the group's next steps during the DLC wrap up and closing session. October 20, 2021.

Publications



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- Ezzo, J., Busch, E., Landaverde, E., Martin, J., & Tang, L. (2021). Web archiving local election and government websites. *DttP: Documents to the People*, 49(3/4), 12-18.
<https://doi.org/10.5860/dttp.v49i3/4.7685>
 - This journal article discussed our efforts capturing local election websites starting with the November 2020 election season.
- Ezzo, J., Sittel, R., Stringfellow, W., Tate, V., Christenson, H., Jacobs, J.R., Etkin, C., LaPlant, L., & Tieman, J. (2022). Digital Deposit Working Group of the Depository Library Council Final Report and Recommendations. Transmitted to the Depository Library Council on March 24, 2022.
 - This 88-page final report provides detailed accounts of the work conducted by the Digital Deposit Working Group and its subgroups. This report also provides recommendations for the DLC to consider, and if adopted, to be sent to the Government Publishing Office for consideration.

Continuing Education

- Improved Navigation on data.census.gov. December 7, 2021. Webinar presented by the Census Bureau.
- In the Midst of Mega Misinformation: Government Information Is Still Reliable. October 28, 2021. Webinar presented by the FDLP Academy.
- U.S. Congressional Set Collection Debuting on govinfo. September 29, 2021. Webinar presented by the FDLP Academy.
- Delving into the U.S. Congressional Serial Set. September 21, 2021. Webinar presented by the FDLP Academy.
- Census Bureau Sources for American Indian and Alaska Native Research. August 19, 2021. Webinar presented by the Census Bureau.
- Federal Courts: Structure, Jurisdiction, & Research. August 5, 2021. Webinar presented by the FDLP Academy.
- Take a Break from the Printed Word: Explore Non-Print Audio and Video Resources of the U.S. Government. August 3, 2021. Webinar presented by the FDLP Academy.
- Impact of Pandemic on the American Community Survey. July 29, 2021. Webinar presented by the Census Bureau.



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- Code of Federal Regulations: Tracking Updated Regulations. June 24, 2021. Webinar Presented by the FDLP Academy.
- Making the Most of Mapping on data.census.gov. May 26, 2021. Webinar presented by the Census Bureau.
- Finding Valuable Scientific, Technical, and Business Information by Using Technical Reports Databases. April 14, 2021. Webinar presented by the FDLP Academy.

Conference Attendance

- Beyond the Numbers. November 17 – 19, 2021 (virtual).
- Federal Depository Library Program Fall Meeting. October 18 – 20, 2021 (virtual).
- IPUMS Data-Intensive Research Conference. Hosted on Tuesdays and Thursdays, July 20 – August 5, 2021 (virtual).
- Federal Depository Library Program Spring Meeting. April 21, 2021 (virtual).



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C. SELF EVALUATION of SERVICE AND/OR PROFESSIONAL ACTIVITIES:

American Library Association (ALA)
Government Documents Round Table (GODORT)
Nominations, Chair, July 2020-June 2021

- GODORT Steering ex-officio member and participated in monthly Steering meetings.
- Solicited volunteers to run for GODORT Leadership positions.
- Solicited volunteers for GPO's Depository Library Council. Sent application packet of nominees to ALA's Executive Board for approval and sent ALA's approval of candidates to the Superintendent of Documents at GPO.

Publications, Chair-Elect, July 2021-June 2022

- The Assistant Chair of the Committee is elected annually by the GODORT membership to serve a three-year term, rotating through the positions of Assistant Chair/Chair-Elect, then Chair, then Immediate Past Chair.
- Duties include:
 - Coordinating the dissemination of information in GODORT's journal, *DttP: Documents to the People*.
 - Compiling information on publication options and procedures, reviewing to approve proposals, or submitted texts of items to be published, distributed, or endorsed by GODORT and making recommendations on publishing to the GODORT Steering Committee.
 - Maintaining a Notable Documents Panel responsible for the compilation and publication of an annual list of significant government documents.

Serves on the editorial board for GODORT's journal, *DttP: Documents to the People*, providing peer review to submitted articles.

Maintains the GODORT State Agency Database libguide for the state of Michigan.

Government Publishing Office (GPO)
Depository Library Council (DLC)
Member, 2020-2023

- This group serves as an advisory group to GPO and its Director. Council also plans and organizes the Fall and Spring FDLF conferences. Council has two-hour meetings every month with GPO.

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Digital Deposit Working Group
Co-Chair, 2020-2022

- This group meets twice a month and worked on issues related to the digital deposit of government information, with a focus on born-digital unreported documents (documents that should be disseminated through the FDLP but aren't) and providing recommendations on how to assist GPO with issues related to these unreported publications.
- As co-chair, I served as liaison between the working group and the rest of the Depository Library Council. I also presented updates at the DLC fall business meeting during the FDLP Fall conference.
- This group created a project with volunteers in the government information community to examine how they search for unreported publications. We created a detailed work form for collecting the search strategies used by these volunteers. I led 3 out of the 4 training sessions for our volunteers. The working group then evaluated the work forms to provide recommendations to GPO for training sessions and best practices related to searching for and reporting unreported publications.
- Helped write a final report with working group findings and recommendations to GPO.

Visualizing Digital Deposit Working Group (VDDWG)
Member, 2020-2022

- Subgroup within the Digital Deposit working group, tasked with examining the feasibility of the transmittal of born-digital materials from GPO to depository libraries much in the same way that GPO currently disseminates tangible items. This subgroup interviewed representatives from the different types of libraries to discuss issues that would affect participation in such a program. I led three of these interviews. Provided our recommendations based on the interviews as part of the Digital Deposit Working Group's final report.

Moderator, GOVDOC-L listserv

- This requires me to receive and review messages prior to posting to the listserv to ensure that only appropriate messages are distributed to listserv subscribers. I also monitor listserv error reports to resolve any errors related to posting or delivery of messages. Each moderator is solely responsible for one of these two tasks each month.

GODORT of Michigan

Webmaster, 2019-present

- Creates and maintains content on the GODORT MI website.



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Big Ten Academic Alliance, Heads of Government Publications

Member

- Participates in in-person and virtual meetings to discuss issues related to government documents at Big Ten Academic Alliance institutions.

MSU Library

- Served as a member of the Library Bylaws Committee, 2020-2021
- Volunteered as a member of the Handbook Language Review Committee
 - Committee was tasked with removal of gendered, discriminatory, or exclusionary language; update “Director” to “Dean;” ensure policies are accurate and current; remove outdated information; update links to university policies; update policy on university equipment leaving the library; resolve any conflicting language for professional leave and sabbatical policy; add language on secondary assignments; clarify and add updated policies regarding when job changes are sent to the Faculty Affairs Committee (FAC); and migrate the Handbook to Confluence for ease of updating in the future.
 - I presented an update on this committee’s work at the Fall 2021 Library Faculty Assembly.

Michigan Memories

Member, Content Team

- This collaborative project (michmemories.org) is part of the Michigan Service Hub and serves as a resource for primary sources housed at Michigan institutions. The primary audience for this project is K-12 Michigan educators. The Content Team works with educators and appropriate members of Michigan cultural institutions to curate content within the Michigan Service Hub and create useful materials for educators that promotes the various collections. This group meets weekly.