

SELF EVALUATION OF PERFORMANCE OF RESPONSIBILITIES & ANNUAL GOALS:

The following narrative is a brief overview of performance of responsibilities listed in the position description, achievement of annual goals, and an assessment of effectiveness related to the knowledge, skills and abilities listed in the elements of Criterion I. Highlight areas with which you are most satisfied. (See Chapter 3 of the Librarian Handbook.) **4 page limit.**

Marcive, our vendor for catalog records for federal documents, notified their customers in September that they would no longer distribute records after December 2024. I attended various webinars and community chats about how the government documents community planned on getting records without Marcive. I presented alternative solutions to Joshua Barton, Autumn Faulkner, and Lisa English. We selected OCLC Collection Manager to get these records.

In addition to the expected collections work, this year I reviewed duplicate titles in the call number ranges of HX, JA, JC, JF, JK, JS, JX, JV, and JZ (1273 items).

In response to the removal of many government websites and datasets following the January 2025 administrative change, I created a libguide on Finding Government Data During the 2025 Administrative Transition. This guide is meant to assist researchers with finding government datasets that may no longer be available on official government websites but are captured in web archives and vendor products we subscribe to. A month's usage statistics show that this guide has been accessed over 280 times.

I reviewed the usage statistics for the libguides I manage and unpublished several guides with minimal or no usage in the past year.

I organized a campus visit for our new FDLP Regional Librarian from the University of Minnesota to tour of our government documents collection and talk to myself and other staff who process our government documents on June 7, 2024.

We acquired the new data resource, L2 Voter Data, which contains almost 4TB of raw data and a Datamapping interface with a limit of 50 user accounts. Because this data contains sensitive and confidential information about people, it requires mediate access. I worked with Breezy Silver and Ranti Junus to set up a restricted access point on listings.lib.msu.edu for the raw data files. I created a policies page for using this data and using Microsoft Forms, I developed a request form and workflow for providing the mediated access to users for the raw files and the Datamapping interface. I keep the raw files updated by downloading the latest data releases weekly from the L2 FTP server. Since the end of July 2024, I have had 22 requests for access and have also met individually with 7 researchers to talk about what this data includes and provide assistance with using it.

I continue to provide support for Gallup Analytics microdata, compiling the requested microdata and downloading the latest data releases from Gallup every three months. Prior to this year, to get access to

the selected data they need, researchers would need to email me. I decided to create a request form using Microsoft Forms to help with organizing and tracking these requests.

I evaluated the following electronic resources for purchase consideration:

- Packaging Europe: a serial covering the latest trends, innovations, and designs for packaging in Europe. Not purchased this year.
- EUMOS standards: safety standards from the European Safe Logistics Association for the transportation of goods. Not purchased this year.
- Proquest Supreme Court Insight: a complete online collection of full opinions from cases argued in front of the Supreme Court. Modules were purchased.

A Packaging faculty member requested the library investigate gaining access to United States Pharmacopeia (USP) and the National Formulary (NF) to support her classes that focus on pharmaceutical packaging. I discovered that USP-NF offers free access to academic institutions and I worked with Iris Kovar-Gogh to set this up.

I was invited by the School of Packaging's Graduate Program Director to present at the Packaging TA orientation in August. I was given an hour to talk to the TA's about library resources and how they can use them in their classes, as well as for their own research and scholarship. Prior to this orientation, I invited the Graduate Program Director to the library to learn more about the Makerspace from the Makerspace Coordinator and to brainstorm how to better integrate the library's services and resources into the School of Packaging's curriculum.

I gave an overview of video game cataloging to an interested individual who was participating in the Spartan Project SEARCH program. This program is for young adults with developmental disabilities and it provides participants an opportunity to gain experience in a variety of settings that align to their interests, abilities, and availability.

I participated in the Summer Research Opportunity Program (SROP) on June 3. I worked with four Packaging students and 1 Political Science student to talk about their research project, the relevant resources for their topics, and search strategies.

Library Instruction:

- Political Science (PLS) 800: Proseminar: Political Theory and Research Methods (Fall 2024). I discussed relevant library resources for students working on their political science dissertations, with an emphasis on available data resources. I also discussed academic integrity, including how and when to cite sources and using citation managers. During the session, the students completed two activities: one related to summarizing and citing text and the other on using the techniques and resources I discussed to start working on their specific research topics.
- Political Science (PLS) 481: Undergraduate Seminar: Exit Poll/Survey Polling (Fall 2024). I created a libguide for finding public opinion data, as well as general library resources such as newspapers and journal articles. The class session covered using these resources, as well as

plagiarism and how to cite sources. Students completed two in-class activities: one related to summarizing and citing text and a literature search activity utilizing the sources in the libguide to find resources for their research topic.

- Writing, Rhetoric, and Cultures (WRA) 337: Writing and Public Policy (Fall 2024). I created a libguide highlighting relevant resources for researching public policy. My instruction session highlighted the most important public policy resources, as well as an overview of plagiarism and how to properly cite sources. The students completed a literature search activity in the session to allow them an opportunity to use the resources from the session to find sources for their research topic.
- James Madison College (JMC) 498: Civic Engagement and Community Development in Lansing (Spring 2025). I created a libguide on resources related to community development in Lansing with an emphasis on Census and demographic information. I taught an in-person session on how to use Census resources, such as data.census.gov, Social Explorer and Policy Map.
- Communication (COM) 902: Communication Research Design II (Spring 2025). I was invited to this class to discuss finding and using public opinion and social attitude microdata. I also discussed the importance of publishing their work in Open Access publications and provided an overview of how the library supports Open Access.

Eli Landaverde, Sarah Mainville, and I continued to capture local election websites for the 2024 elections in August and November. 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.

For my secondary assignment in Cataloging, I continued to work on cataloging video games that were part of the ROVI donation, as well as new games purchased by the Video Game Coordinator on the GAMMO fund. I took a NACO refresher course led by Autumn Faulkner, which consisted of approximately 12 hours' worth of sessions at the end of January through February 2025. Since then, I have been working on creating authority records for corporate bodies for video game companies.



SELF EVALUATION OF SCHOLARLY AND CREATIVE ACTIVITIES:

Provide a comprehensive list of Criterion II activities. Examples of Criterion II activities are provided in Chapter 3 of the Librarian Handbook. This section may include a brief narrative relating to extent, impact, or importance of specific activities. **3 page limit.**

Presentations and Posters

- “Web Archiving Local Election Websites Project.” Presented with Eli Landaverde and Sarah Mainville. GODORT of Michigan. June 7, 2024.
- “The Basics of Census Research for Reference.” Presentation at the Reference and Discovery Services meeting. August 15, 2024.
- “GODORT 101: Discovering the Government Documents Round Table.” Poster created with the GODORT Steering Committee. Federal Depository Library Program (FDLP) Fall Meeting. October 2024.

Publications

- Ezzo, Julia. “Peace and Conflict Studies.” *Magazines for Libraries*, edited by Cheryl LaGuardia, 33rd edition, ProQuest LLC, January 2025.

Exhibits

- “The Politics of Food.” Exhibit on 3 West with Andrea Kepsel. November 2024-March 2025.
 - Food is integral to life--shaping cultures, religions, and many aspects of our daily lives. As such, it's no surprise that food can be political as well. This exhibit explores some aspects of the politics of food including food policy, food sovereignty, gastrodplomacy, and gastronativism.

Editorial Work

- Serves on the editorial board for GODORT's journal, *DttP: Documents to the People*, providing peer review to submitted articles. Provided peer-review to five journal articles.
- Serves on the editorial board for GODORT's Occasional Paper series. Edited the 35-page manuscript “A History of State Documents Classifications”

Continuing Education

- NACO (Name Authority Cooperative Project) training led by Autumn Faulkner
- BTAA Critical and Anti-Racist Pedagogy Symposium
- How to receive MARC records for your U.S. government document titles from OCLC

GODORT Webinars and Chats

- Combating Voter Suppression: What Can Libraries Do?
- Democratic Engagement: Supporting Students as Engaged Citizens
- Government Information in Evidence Synthesis: Challenges & Opportunities
- Practical ways we are addressing Federal government information websites disappearing during an Executive transition
- Library Communities and Impact to Cataloging Operations without CRDP and Marcive

L2 training webinars to help me better support our users with using the L2 voter data product.

- Voter Focus. DataMapping basics on using L2 for political campaigns, research, and analysis.
- Consumer Focus. DataMapping basics using the L2 national consumer file.
- Constituent Focus. DataMapping basics for government users at the Federal, State and Local levels for constituent targeting and outreach.

Webinars attended, presented by the FDLP Academy:

- Introducing FDLP Data Manager (FDM) – a new tool to assist in managing FDLP collections
- Researching Women's, Gender, and LGBTQIA+ Perspectives at the Library of Congress
- Working with Your Library's Item Selection Profile
- Depository Selection Information Management System (DSIMS)
- National Oceanic and Atmospheric Administration (NOAA) Institutional Repository (IR) Implementing Public Access
- We're Here, We're Queer, and We're in the Public Record: Federal Government Documents on the LGBTQ Movement: 2024 Update
- Data.gov: Update on OPEN Government Data Act Implementation
- Taking the Department to the People: Editing Wikipedia to Help Ensure Equitable Access to USDA National Agricultural Library Resources and Collections
- Empowering Democracy: Unlocking the GODORT Voter & Elections Toolkit
- Discovery of Indigenous Publication Records by using USGS Geology Research Tools

Conference Attendance

- Federal Depository Library Program Spring Conference. May 2, 2024
- University of Minnesota Regional Spring Meeting. May 22, 2024
- GODORT of Michigan Spring Meeting. June 7, 2024
- ALA GODORT Annual Conference Meetings. June 10-14, 2024
- Federal Depository Library Program Fall Preconference: Updates from GPO's Library Services & Content Management. October 16, 2024
- Federal Depository Library Program Fall Conference, October 21-23, 2024
 - Notable presentations attended:
 - ☞ Understanding Government Mistrust and Enhancing Transparency
 - ☞ Saving Democracy: LOCKSS-USDOCS and the Digital FDLP
 - ☞ A Balancing Act: Mediating Public Access Services in Academic Depository Libraries
 - ☞ End of Term Web Archive: Harvesting and Preserving the Federal Government Web Domain
 - ☞ Adapting to Changes in Government Information Management: Strategies and Tools to Keep You Out of the Weeds
- ALA GODORT Midwinter Conference Meetings. January 13-17, 2025



SELF EVALUATION OF SERVICE AND/OR PROFESSIONAL ACTIVITIES:

Provide a comprehensive list of Criterion III activities. Examples of Criterion III activities can be found in Chapter 3 of the Librarian Handbook. This section may include a brief narrative relating to extent, impact, or importance of specific activities. **3 page limit.**

American Library Association (ALA)

Round Table Coordinating Assembly

Member, July 2024-June 2026

- This assembly acts as a conduit for information among Round Tables and various units and offices of ALA.

Government Documents Round Table (GODORT)

Assistant Chair/Chair-Elect of GODORT

July 2024-June 2025

- Makes appointments to GODORT Committees immediately before assuming the role of GODORT Chair.
- Assists Chair and Past Chair with all matters relating to GODORT.

Steering Committee

Member, 2024-2027

Membership and Nominating Committee

Ex-Oficio Member, July 2024-June 2025

- Solicits nominations for GODORT's elected positions, as well as the Government Publishing Office's Depository Library Council.
- Organizes the GODORT 101 sessions at ALA Midwinter and ALA Annual conferences.

Program Committee

Chair, July 2024-June 2025

- Proposes, plans, and implements GODORT programs, including the Kenya Flash Memorial Lecture series and the Help! I'm an accidental government information librarian webinars.
- Wrote and submitted an ALA juried education proposal for GODORT ("America at 250: Celebrating Freedom, Confronting Inequities, and Considering a New Constitutional Era"). Not selected but will be used as the GODORT Chair's program at ALA Annual 2025, which I am coordinating including finding appropriate presenters.

Publications Committee

Member, July 2024-June 2025

Past Chair, July 2023-June 2024

- Assists current chair with running meetings and addressing issues related to the work of the committee

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

Moderator, GOVDOC-L listserv

- 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

Planned the Spring 2024 GODORT of Michigan meeting, hosted by the MSU Libraries.

Webmaster, 2019-present

- Creates and maintains content on the GODORT MI website

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.

University of Minnesota

Regional Advisory Group Member

- Represents Michigan Federal Depository Libraries in an advisory role to the Regional Librarian at the University of Minnesota.
- Provides feedback to the Regional Librarian on policies and procedures related federal depository operations in the area, such as procedures for disposing of depository material.
- Assist with planning the hybrid fall meeting and the spring forum. Michigan Memories Member, Content Team

Michigan Memories

Content Team member

- 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.

MSU

University Committee of Academic Governance (UCAG)

Vice Chairperson and Secretary

Elected to serve as representative to the Libraries, 2023-2026

- UCAG is responsible for reviewing, interpreting, and recommending amendments to the Bylaws for Academic Governance. The committee's decisions are subject to review by the University

Council and the Board of Trustees. UCAG also reviews college bylaws for consistency with the Bylaws for Academic Governance. Every college's bylaws are reviewed at least once every five years. Additionally, UCAG conducts a continuing review of best practices for dean reviews, reviews unit appeals involving cases between units, and provides help coordinate the membership of various other academic governance bodies. This group meets biweekly. As Vice Chairperson and Secretary, I am responsible for the meeting minutes.

UCAG Ad Hoc Committee on Equitable Non-College Faculty Representation

Member

Invited to serve on this ad hoc committee. The Bylaws for Academic Governance provide for representation of non-college faculty (faculty not represented through the colleges) on the Faculty Senate and five of the University-level Standing Committees. UCAG established this ad hoc committee to review and recommend improvements to the structure and processes for non-college faculty representation to ensure there is equitable, effective, and diverse representation from this group in university-level governance. The committee met on a bi-weekly basis in January and February 2025. Committee members reviewed benchmarking data from across the BTAA and MSU on advisory committee functions, composition, and election procedures and wrote a final report of our recommendations, which will be presented to UCAG on March 13, 2025.

MSU Library

Catalog Development Advisory Working Group (CDAWG)

Member, 2023-2025

- CDAWG members help gather and interpret feedback about the catalog; help the development team prioritize features to improve the catalog; and assist in relaying information to the wider staff. CDAWG members meet with the development team at each sprint review (as often as twice a month) and otherwise may meet independently each month as needed.

Surplus Store

Search Committee Member

Online Books Sales Assistant (APA Lv 10) position at the MSU Surplus Store. This role is the primary researcher for non-ISBN titles, determining value and best route for resale for many of the books the department receives from campus and the public.