

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.**

Amid substantial budget reductions for FY 2025–2026, I completed a review of subscription resources across the DOCSR, POLSR, MILSR, PKGSR, and FOOSR collections. This analysis identified more than \$100,000 in subscriptions scheduled for cancellation through 2027, while flagging an additional ~\$25,000 in resources for reevaluation while we continue to work within the library's new fiscal constraints. Additional collections work included a review of ~390 duplicate titles in the U-V call number ranges.

I completed the mandatory Federal Depository Library Biennial Survey for the Government Publishing Office (GPO) in October, furnishing a detailed assessment of our federal documents collection and submitting recommendations to improve program effectiveness and resource support.

Responding to the large-scale removal and revision of federal government websites and datasets, I joined the Tracking Government Information Project in November. This collaborative, crowd-sourced effort preserves public access by systematically documenting censorship, content removals, agency/program eliminations, funding cuts, and data purges. I contribute regularly by monitoring high-priority sources (CDC, EPA, BLS websites, and relevant social media channels) and submitting the observed changes, deletions, or modifications—directly supporting the preservation and transparency of vital government information during a period of significant administrative change.

LexisNexis, our vendor for Text Assembler, which allows for large-scale downloading of full-text news sources, changed their pricing model for our renewal in July 2025 and we were only able to renew for a plan with a capped amount of downloads (1.5 million). The average number of downloads for previous years was 6 million. We were no longer able to continue to allow for unrestricted, users-initiated queries due to the new limitations, so working with Megan Schanz, our Text Assembler interface was changed to only allow users to download 10 results and for anything larger, the researcher would need to fill out a form about their query for me to review, work with them to refine their search string, and submit their query to the queue. Unfortunately, even with this new procedure in place, we quickly reached our

maximum number of downloads by October. We were luckily able to negotiate with LexisNexis to increase our quota to 6 million through the rest of our contract term.

I expanded mediated access by leading the transition of the Smithers Packaging Reports portal to an individual user-account model in summer 2025. Although the change significantly enhanced functionality and researcher experience, the vendor initially lacked processes to accommodate academic-scale usage. Collaborating closely with the Smithers account representative, I designed and implemented a scalable, efficient workflow to manage high-volume account requests—effectively handling simultaneous account requests for large cohorts, such as 100+ students in a single Packaging course requiring access for course assignments. This solution ensures reliable, timely access for our packaging researchers to this critically important resource.

I continue to provide support for Gallup Analytics microdata, compiling custom extracts on request and performing quarterly downloads of the latest data releases every three months to keep our data current. I also manage mediated access to L2 Voter data through the Voter Mapping web interface, which requires individual user accounts, as well as to restricted historical voter files. I dedicate approximately one hour per week to downloading and organizing updated L2 datasets delivered via FTP, thereby maintaining an organized, up-to-date archive for our researchers. I presented at the All Selectors/All Liaisons meeting on September 25 to discuss the work flows I've created to handle the different resources I manage that require mediation.

Library Instruction:

- James Madison College (MC) 498: Civic Engagement and Community Development in Lansing (Fall 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.
- Packaging (PKG) 810: Packaging Professional Seminar (Fall 2025). I worked extensively with the faculty member to develop this new course, and provided possible course materials and assignment ideas. I also taught a library instruction session for this class, emphasizing how to conduct packaging research and research into prospective employers.
- James Madison College (MC) 367: Global Cities and Urbanism (Spring 2026). I collaborated with Leah Morin to provide a libguide and an instruction session. I demonstrated how to find statistics and other information about global cities.

- James Madison College (MC) 410: Research in Public Affairs (Spring 2026). I taught an instruction session for this class demonstrating resources for finding information on women, work, and households, and social policies on child care and elder care in Michigan. Resources demonstrated include Overton, Social Explorer, and Policy Map.
- Packaging (PKG) 102: Introductory Packaging Seminar (Spring 2026). Two weeks before the start of the Spring semester, the faculty member for this class contacted me because his department just assigned him to this class following the sudden departure of the original instructor. This was going to be the first class he ever taught and he asked me to assist with developing assignments that would incorporate library resources. I also provided an instruction session, highlighting our notable packaging resources, such as Smithers Packaging Reports.

Eli Landaverde, Sarah Mainville, and I continued to capture local election websites for the 2025 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 in Cataloging, I attended the CMS Retreat on June 5. I continue to catalog video games, consoles, and create Corporate Name Authority Records as needed.

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

- “Envisioning a Regional GODORT.” University of Minnesota Regional Spring Forum. May 29, 2025.
- “America at 250: Celebrating Freedom, Confronting Inequities, and Considering a New Constitutional Era.” Moderator, GODORT Chair’s Program at ALA Annual, June 28, 2025.
 - As Chair of the GODORT Program Committee, I wrote the description for this session and found appropriate experts to serve as panelists.
- “Navigating Global Palates: A Librarian’s Guide to International Food Law for Researchers.” Canada Government Information Day(s). December 18, 2025.
 - This conference session had approximately 100 attendees.

GODORT Friday Chats

- Plans and hosts monthly informal chats as part of the GODORT Friday Chat series, from August 2025 through July 2026.

Publications

- “Stitching Solutions: The Bureau of Home Economics as a Fashion Influencer.” *DttP: Documents to the People*, 53:4, (Winter 2025). <https://doi.org/10.5860/dttp.v53i4.8595>
- From the Chair column, *DttP: Documents to the People*
 - Fall 2025 issue, 53:3
 - Winter 2025 issue, 53:4
 - Spring 2026 issue, 54:1

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 four journal articles

Continuing Education

GODORT Webinars

- “The Right to Know: Protecting and Expanding Access to Public Records.” Help! I’m an Accidental Government Information Librarian webinar cohosted with the GODORT Education Committee. March 19, 2025.
 - Assisted in planning this webinar as Chair of the GODORT Programming Committee. This webinar had over 250 registrants.
- “Coping with an Unstable Federal Data Environment.” Help! I’m an Accidental Government Information Librarian webinar cohosted with PPIRS. April 15, 2025.
 - Assisted in planning this webinar as Chair of the GODORT Programming Committee. This webinar had over 450 registrants.
- “Empowering Minds: Inclusive Collections and Services for All.” Kenya Flash Memorial Lecture Series webinar. July 14, 2025.
 - Assisted in planning this webinar as Chair of the GODORT Programming Committee.

Webinars attended, presented by the FDLP Academy:

- Open Government: Using Fed Docs to Build and Enhance Open Education Resources
- Positive Law: Reenacting Federal Law for Statutory Clarity
- DiscoverGov: A New Search Tool for Federal Government Information

Conference Attendance

- State Data Center Affiliates Annual Meeting and Conference, March 18, 2025
- Federal Depository Library Program Spring Pre-Conference, April 23, 2025
- Federal Depository Library Program Spring Conference, May 1, 2025
- University of Minnesota Regional Spring Forum, May 29, 2025
- ALA GODORT Annual Conference Meetings. June 16-20, 2025
- ALA Annual Conference, Philadelphia, June 26-29, 2025
- Federal Depository Library Program Fall Pre-Conference, September 18, 2025
- Federal Depository Library Program Fall Conference, September 25-26, 2025
- Canada Government Information Day(s), December 16-18, 2025
- ALA GODORT Midwinter Conference Meetings. January 12-16, 2026
- Federal Depository Library Program Spring Pre-Conference, March 3, 2026
- Federal Depository Library Program Spring Conference, March 4-5, 2026

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.**

Michigan State University

University Committee of Academic Governance (UCAG)

- Elected to serve as representative to the Libraries, 2023-2026
- Serves as Secretary, 2024-2026
- Actively advocating for restored dedicated Faculty Senate representation for the Libraries in collaboration with others at the Libraries and within academic governance.
- Worked with the Chair and Vice Chair of UCAG and the Office of the Secretary for Academic Governance over the summer to plan a UCAG retreat that was held at the start of fall semester.

UCAG Ad Hoc Committee for Pool of Faculty Volunteer (POFV) Standards

- I worked with the Chair and Vice Chair of UCAG and the Office of the Secretary for Academic Governance over the summer to develop a set of standards that UCAG members could use when reviewing nominations for the POFV. We also revised the questions that are asked on the nomination application to ensure that the questions asked align with the standards.

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.
- Library Bylaws Committee
 - Member, 2025-2026

Search Committee Participation

- Deputy Secretary for Academic Governance
- Electronic Resources Licensing Librarian

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)**
 - Chair of GODORT, July 2025-June 2026
 - ☞ Ensures GODORT fulfills its mission to promote access to government information through strategic leadership, governance, and advocacy. Oversees the Steering Committee and supports 15 committee chairs.
 - Chair, Special Committee on Reorganization
 - ☞ Leads the initiative to reorganize GODORT into a more streamlined and sustainable organization.
 - 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
 - ☞ Chair, July 2025-June 2026
 - ☞ Member, July 2024-June 2025
 - Development Committee
 - ☞ Ex-Officio Member, July 2025-June 2026
 - Membership and Nominating Committee
 - ☞ Ex-Officio 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 Chair's Program at ALA Annual, the Kenya Flash Memorial Lecture series, and the Help! I'm an accidental government information librarian webinars.
 - Publications Committee
 - ☞ Member, July 2024-June 2025

- 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

- With the support of the last elected Executive Board, worked closely with the Treasurer to dissolve the organization that will be replaced by a regional (Michigan, South Dakota, Minnesota) GODORT.

Big Ten Academic Alliance

- Heads of Government Publications

University of Minnesota Regional Advisory Group

- 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 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.