Committee for Research and Scholarly Activities
Annual Report, 2005-2006

Submitted by Lyn Wolz, Chair

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Members

Lyn Wolz (chair), Sarah Goodwin Thiel (secretary), John Stratton (LFA Exec liaison), Geoff Husic, Audrey Coleman, Scott McEathron

Charges

Standing Charges

The committee performed all the necessary duties as outlined in the standing charges. Because the “Disciplinary Expectations for Librarians” and “Criteria for Rank and Promotion for Librarians” documents were rewritten by LFA Exec this year, the committee needs to update its web pages to comply with CRSA’s standing charge number three – “compile and maintain documentation on the Libraries’ requirements for research and scholarly activities….. review this documentation and update it annually to reflect the current faculty requirements.” CRSA’s new volunteer “webmaster” is in the process of updating all the documentation on CRSA’s web pages to make sure the information is up-to-date and accurate.

The committee elected Lyn Wolz as chair and Sarah Goodwin Thiel as secretary (standing charge #5).
Special Charges

1. Produce minutes of all meetings and publish those minutes on the Web in a timely fashion. The minutes only need approval by the originating Committee; approval by the LFA Executive Committee is not necessary. An electronic copy of the minutes should go to the secretary of the LFA Executive Committee. Use a standardized naming convention, such as the abbreviated name of the committee and the date of the meeting. (For example, notes of the LFA Executive Committee for July 11, 2005, would be named “LFAEXEC071105.DOC.”) The secretary will ensure that a copy goes to the University Archives. (For 2005-2006 the secretary is Keith Russell.)

   Special charge #1:

   We only had two official meetings during the year, taking care of all our other business by email and phone. This meant that we had few things to put on the website. Also there was a problem with the technical aspects of changing things on the website and adding new things to it. Lissa Lord has volunteered to update all the pages with changes made through the end of the 2005-2006 committee year.

2. Continue to offer three to four research-oriented programs to be planned for the fall and spring semesters, sponsored by the Committee or co-sponsored with other committees and groups. Please consult the FY04-05 annual report for suggested topics.

   Special charge #2:

   We offered two programs this year.

3. Continue to document LRF and GRF awards and outcomes of projects on the Committee’s web page. It should not be necessary any longer to maintain separate Access files.

   Special charge #3:

   As part of the research needed for the triennial report, we contacted GRF recipients from previous years and asked them for a brief report of what they had accomplished with their award money—articles published, presentations made at professional conferences, etc. It took a lot of time and effort to contact all these people and we didn’t get complete compliance. Such follow-up and documentation of outcomes must somehow be built into the committee’s procedures; next year’s committee needs to tackle this question. A list of this year’s GRF and LRF award recipients was sent out at the end of June through kulib-l and that info will soon be added to the web site.

4. Develop a manual with procedures and guidelines for the Committee so that institutional memory is not lost at the change of membership each year and continuity is assured.

   Special charge #4:

   Lyn Wolz began this project but there is much work left to do. She has volunteered to help the incoming CRSA chair with this project.
5. Develop criteria and guidelines the Committee would follow if requests for funding exceeded available funds. Bring those recommended criteria and guidelines to the Fall 2006 LFA general meeting for discussion. Following adoption, please include them in the manual being developed.

   **Special charge #5:**

   Early in the year, the committee decided not to attempt to propose guidelines when things seemed to be functioning fine the way they were. However, possibly because of our increased efforts to encourage people to apply to for the LRF and GRF awards, the committee ended up facing precisely the dilemma addressed in this charge. Next year’s committee definitely needs to investigate ways to word new guidelines if applications exceed available funds and unclassified staff members who do not have research and publication requirements compete against tenure-track library faculty who do.

6. Facilitate the sharing of research and other scholarly efforts by KU Libraries faculty and staff. One example would be presentations that are either trial runs of presentations or poster sessions to be made at future conferences, or presentations already made. Consider ways to recruit faculty and staff to make these presentations, particularly if they receive CRSA funding related to their work and presentations.

   **Special Charge #6:**

   We sponsored one such practice session: In June, Judith Emde and Ada Emmett did a trial run of their ALA presentation. It was very successful and efforts need to be made by the committee to encourage more such activities in the future.

7. Continue to develop avenues to encourage applications for LRF and GRF.

   **Special Charge #7:**

   The chair sent several emails to the KULIB-L listserv explaining the LRF and GRF awards, how to apply for them, who was eligible, how they could be used, etc. At our workshop we also talked about the funds and when and how to apply for them. The committee did not engage in other avenues to encourage applications; however, both the LRF and GRF amounts were completely awarded this year for the first time in the last few years.
Recommendations for Future Special Charges

1. A situation developed this year where requests for General Research Funds exceeded the amount allocated to CRSA by the KU Center for Research. Two questions were involved:
   A. Should a request for funding to attend a workshop on a subject not directly related to the job responsibilities or research program of a library staff member be considered equivalent in weight to requests that are directly related to another staff member’s job or research?
   B. If applications exceed available funds, should a request made by a library staff member who does not have research and publication requirements in their position description be considered equivalent in weight to a request made by a library staff member who position does require such?

The possibility of situations like this arising again in the future makes consideration of adding such wording to the CRSA guidelines even more pressing.

2. Consider making a proposal to the dean concerning the appointment of one library staff member to act as the “webmaster” for all library administrative and governance groups. It is essential to keep all the LFA and administrative pages up to date because many of the guidelines, policies, and procedures on these pages are used by staff members as a source of authoritative information. While it is necessary to keep these pages up to date, it is counter-productive to make each incoming committee chair or secretary spend a lot of time learning how to use Dreamweaver or other programs when a staff member with a percentage of time dedicated to keeping up with the work regularly could do it in a fraction of the time.

3. Develop and implement ideas for new ways to recognize library staff members for their accomplishments in research and service. Among the possibilities proposed so far:
   A. Each year, ask all library staff to send CRSA info about their research and service activities, then share that information with the rest of the library (IS?) staff through kulib-l or IS-All.
   B. When a library staff member accomplishes something significant, such as being elected to an office in a professional organization, having an article published, or making a presentation, put blurbs in publications such as The Oread and Info Matters, in addition to sending announcements out by email.
   C. Organize some kind of event to recognize library staff members who have made significant contributions to scholarly activities and service during the past year.

These and other methods of recognition would serve not only to encourage research efforts internally but also make it easier to “blow our own horn” to everyone else at KU and even beyond the university. (Scott Walter has expressed interest in making such a proposal to the new dean as well, so the members of CRSA might want to work with him on this.)

4. Develop a procedure for reminding GRF and LRF recipients to spend all of their funds on time, to request carryover of funds from one fiscal year to the next for GRFs, and to report on results of their previous awards. A more formal method of gathering results that grow out of LRF and GRF awards is needed because it is very difficult to get a response from people three or more years later when the triennial report to KUCR is due or years later when an article is finally published. This part of the project begun this year put together a manual for CRSA chairs outlining all the policies and procedures involved in the work of the committee. Last year’s chair, Lyn Wolz, has offered to work with the new CRSA membership to finish this project.
CRSA-Sponsored Programs, 2005-2006

A. KU Libraries’ Faculty and Staff Research and Scholarship: Funding and Resources
Stella Bentley was the featured speaker for this 1 1/2 hour session, which was held 9:00-10:30 am on Thursday, February 9th in Watson Library. Stella emphasized the importance of research, publication, and presentation to the Libraries and the support that the Libraries’ administration gives in various ways to those who are pursuing research projects. Brief presentations by CRSA members Sarah Goodwin Thiel, John Stratton, and Lyn Wolz followed. They discussed eligibility for CRSA research funds, deadlines for applications, and the benefits of KU ScholarWorks. The session, which was co-sponsored by the Staff Development Committee and the Mentoring Committee, was well not as well-attended as last year’s, but the information provided was appreciated by all who attended.

B. Presentation by Judith Emde and Ada Emmett
Ada and Judith gave a presentation on their research on teaching information literacy skills to undergraduate chemistry majors on Thursday, June 15th in Watson Library. About fifteen people attended and gave the presenters helpful feedback about their presentation style and the clarity of their data charts and graphs. Lots of good discussion followed and Judith and Ada felt that their presentation benefited greatly from this give and take. CRSA plans to offer more opportunities for such practice and sharing of professional research among the KU Libraries’ staff.

Ideas for Future Programs
CRSA will probably want to continue co-sponsoring programs with the Research Roundtable, the Mentoring Committee, and whatever form the staff development group takes, as appropriate.

- Research Roundtables
  - Coordinate with Ada Emmett to organize occasional lunch discussions which would provide the opportunity to exchange ideas and experiences, to find collaborators, and to gain support for research goals
  - Set up roundtable sessions as venues for the pre-presentation forums suggested below
  - Offer to read manuscripts or preview presentations and make suggestions for improvement

- How to Get Started on Research Projects
  - How to choose a research topic
    - In library science fields
    - In other, subject-related fields
  - How to find out what others are doing / finding possible collaborators
    - Research Interests Directory
    - Professional organizations

- Grant Writing
  - Offer tips for applying for LRF and GRF grants
  - Describe types of grants and where to find information about them (inc. CRSA site)
    - At KU – KUCR, Hall Center for the Humanities, etc.
    - Other than KU – COS, professional organizations, etc.
  - Ask KUCR to offer a grant-writing workshop specifically for library staff
• **Grant Administration**
  o Ask KUCR to give a workshop for library staff – “nuts and bolts”
  o Might want to combine with the grant-writing above

• **Project Management**
  o KUHR sessions on project management, fairly general:
    http://www.hreo.ku.edu/professional_development/existing_prof_dev_programs.shtml
  o Include web and other resources for tracking project progress, managing staff, keeping on
    schedule, keeping objectives / goals in mind, etc.

• **Writing About Research**
  o How to write for publication
    ➢ Intended audience
    ➢ Publication type
    ➢ How to prevent panic, get past writer’s block, etc.
  o How to work with editors and editorial committees
  o Dealing with deadlines
  o Set up a guest speaker from the Writing Center?
  o Let people know that the Writing Center website has lots of info. on the writing process:
    http://www.writing.ku.edu/students/guides.shtml#4

• **A Review of Possible Scholarly Activities**
When we think of scholarly activities we often think of writing a book or a journal article, but there are
other activities that will count towards tenure and post-tenure reviews and that will advance our careers
as scholars.

Here’s an example of a program that might work for one of these topics:
  Rick Clement is the editor of a journal titled *RBM: A Journal of Rare Books, Manuscripts and
Cultural Heritage*, Lyn Wolz is editing a volume of the *Missouri Folklore Society Journal*, and
there might well be other library faculty members who have participated in this aspect of
scholarship and service to the scholarly community. The committee could arrange a program on
the joys and travails of being a journal editor.

Here are just a few of the other types of publications and activities available to us:
  ➢ Write a book chapter, an essay, or an article for an encyclopedia or other reference book
  ➢ Edit a professional publication (a volume or issue of a journal, a collection of papers
    from a conference, a festschrift or other collection of solicited papers, an encyclopedia or
    other type of reference book, etc.)
  ➢ Prepare a substantially revised or updated edition of a monograph
  ➢ Review books and media for online or printed publications
  ➢ Write / edit a professional newsletter or blog
  ➢ Compile an annotated bibliography or write a bibliographic essay
  ➢ Prepare position papers or write editorials on professional issues
  ➢ Produce a scholarly translation of a novel, a set of poems, etc.
  ➢ Index a book or journal
  ➢ Organize/describe/catalog/index a manuscript collection
  ➢ Make a presentation or serve as a panelist at professional meetings
  ➢ Give a poster session at a professional conference
  ➢ Mount exhibits that are based on substantial research and include documentation
Develop software or searchable databases for accessing and disseminating info
- Put together a best practices manual for a professional organization
- Serve as a reviewer for a peer-reviewed journal or a publisher of monographs
- Serve as a reviewer for tenure and promotion applicants from other institutions
- Serve as a reviewer for professional conference papers
- Serve as a reviewer of grant proposals for a granting agency
- Moderate a professional or subject-specific listserv
- Set up a scholarly website with original content and links to vetted online sources

**Publication and Presentation Opportunities for Sharing Research Results**
- Suggest appropriate conferences and publications for library science / other subject areas
- Discuss ways to disseminate research products, including Portal and other online non-commercial “journals”
- How to make sure the word gets out about your presentation/publication
  - KU – Send a blurb to the Oread, put your materials/data into KU ScholarWorks, etc.
  - Outside of KU – COS, professional publications, etc.

**Presentation Tips**
- Deciding who your audience is and what approach to use
- Deciding what equipment/software to use to aid your presentation – PowerPoint, etc.
- Deciding what to include in your handouts
- Tips for giving good presentations
- How to put together poster sessions
- Technical trainers and IDS staff offer various PowerPoint workshops / custom sessions
- KUHR – perhaps they could do something on presentation / speaking skills

**Practice Sessions for Presentations**
- Provide opportunities for sharing research while rehearsing upcoming presentations
  (See a description of the first of these in the program report above.)
Other Topics of Discussion and Projects

GRF Guidelines
The committee received a special charge to discuss changing the guidelines for the GRF in order to deal with possible situations where there are more requests than money available and there are library faculty members who have tenure requirements for research competing against library staff members who do not have research requirements. We debated about whether or not to insert this statement into the guidelines:

“Library faculty who are required to engage in research and scholarly activities as part of their professional assignments shall have priority in the awarding of funds, if requests exceed funds available.”

In the end, however, we decided against making this change since it had not been a problem to that point. However, in this year’s GRF competition, just this kind of situation arose. Next year’s committee should consider revisiting this question.

CRSA Manual
Because of the fiscal responsibilities of this committee and the fairly detailed set of duties that must be performed by the chair, last year’s CRSA recommended in one of its special charges that the committee compile a manual to be used by incoming committees. This year’s chair, Lyn Wolz, compiled an outline but more information needs to be added and the work on this manual will be a continuing charge for the next chair. Wolz has offered to work with whoever tackles this job.

Sabbatical Interest Group
The committee started an interest group for those who want to find out more about sabbaticals. The chair sent out a call on the KULIB-L listserv for individuals to contact us indicating their interest. Eight people responded, including two people who have had sabbaticals and/or served on the university’s Sabbatical Committee and are willing to serve as resource people for the rest of the group. Our first meeting was held on Monday, June 12th. A list of questions and topics for discussion was generated and will be circulated to the members so that we can put together an agenda before the next meeting. Among the many questions/topics brought up: what factors to take into account when deciding if and when to apply for a sabbatical, how to apply, how to negotiate a re-allocation of duties for the period of the sabbatical with supervisors, co-workers, and the Libraries’ administration; how to find grants to support sabbatical projects, etc. The group plans to continue meeting year round because several members want to develop their proposals over a longer period of time. Its members will continue to meet independently if no one on the 2006-2007 CRSA wants to participate or serve as an official CRSA “sponsor.”
Administration of Funds

CRSA is responsible for distributing funds to library faculty and unclassified professional staff who need financial support for their research. CRSA has responsibility for two funds—KU Libraries’ General Research Fund and the Libraries’ Research Fund. General Research Fund (GRF) money is allocated to the KU Libraries by the KU Center for Research. The application deadline is generally March 1\textsuperscript{st}. The successful candidates are notified in May or June and can spend their money starting July 1\textsuperscript{st} of the same year. Libraries’ Research Fund money is allocated to CRSA by the Libraries’ administration. Applications can be turned in and money awarded and spent any time during the year.


The KU Center for Research awarded $6,715 to CRSA for the Libraries’ General Research Fund competition. This is the same amount that was allocated for the last two years. The committee awarded all of the allocated money this year, as compared to having $1,300 left in the fund last year. (No carryover is allowed.) Four applications were received and three were funded. The application that was not funded was controversial because it would have paid for a course covering a topic that did not relate to the staff member’s professional position within IS or to that person’s professional or academic goals.

Note: A record of the amount of money awarded and spent is kept by CRSA for our records, but should not be included on the web pages.

Recipient: **Karen Cook**  
Title: "Strategies for Survival at Hermannsburg Mission, Central Australia, 1877-1978"  
Request: $2,349  
Award: $1,906  
Used for: Travel expenses and photocopying costs  
Goal: Article; presentation

Recipient: **Fran Devlin**  
Title: "Assessing the Kansas Academic Cooperative Chat Service"  
Request: $1,508  
Award: $1,225  
Used for: Salary for student assistant to compile survey responses and statistical data; travel  
Goal: Article in peer-reviewed journal

Recipient: **Lyn Wolz**  
Title: "Janet Blunt: Folk Song Collector"  
Request: $4,419  
Award: $3,584  
Used for: Travel expenses  
Goal: Article in peer-reviewed journal; collection index to be accessible through the Vaughan Williams Memorial Library page (library.efdss.org) on the English Folk Dance and Song Society website.

The KU Libraries’ administration allocated $3,500 to CRSA for the Libraries’ Research Fund this year, the same allocation as in the past two years. All twelve of the applications received were fully funded. (Individual award amounts and what was actually spent are in the summary below. Here again, this information is kept for CRSA records but not placed on the web pages.)

Assuming that past patterns would hold and a percentage of awards would not be spent, we awarded a total of $4,589. However, this year’s LRF recipients spent a larger percentage of their awards so our total expenditure was $3,760.19 for fiscal year 2005-2006. (The $260.19 overage will be covered by available funds.)

Here is a list of library staff who received LRF awards during the 2005-2006 competition year.

Recipient: Whitney Baker
Title: “No Leafcaster? No Problem”
Event: American Institute for Conservation of Historic and Artistic Works Annual Meeting
Award: $150
Spent: $63
Used for: Color handouts to go with poster LRF paid for last year
Goal: Conference presentation; publication in AIC Book and Paper Group Annual

Recipient: Jeff Bullington
Title: "The Open Access Movement and Data"
Event: SPARC-sponsored session on Open Data at ALA
Award: $500
Spent: $500
Used for: Travel expenses
Goal: Journal article

Recipient: Susanne Clement
Title: 'To Renew or Not to Renew Databases -- That Is the Question: A Practical Approach to Collecting and Disseminating Electronic Usage Statistics as a Tool for Collection Development"
Event: North American Serials Interest Group Conference
Award: $150
Spent: $81
Used for: Making a poster and handout
Goal: Poster session at conference

Recipient: Rick Clement, Tyra Grant, Susanne Clement
Title: "Collections Enhancement Program: University of San Marcos Libraries (Lima, Peru) and University of Kansas Libraries"
Award: $1,000
Spent: $1,000
Used for: Paying KU Web Design Services to set up a project website
Goal: Major article for College & Research Libraries
Recipients: **Judith Emde, Jill Glaser, Holly Mercer**
Title: "Jupiter: A Tool for Cataloging Web Resources"
Event: Brick and Click symposium
Award: $99
Spent: $99
Used for: 3-month subscription to Zoomerang web-based survey software
Goal: Presentation at the symposium; article to be published in their conference proceedings

Recipient: **Ada Emmett and Holly Mercer**
Title: “The RoMEO Green Project at the University of Kansas”
Event: American Society of Information Science and Technology Annual Conference
Award: $270
Spent: $259
Used for: Printing costs for poster and information cards
Goal: Short paper in a peer-reviewed conference proceeding published online

Recipient: **Scott McEathron**
Title: ‘Mapping the Trails of the Southwest: Emigrant Routes and Explorations in the Post-Colonial Period”
Event: RUSA Genealogy Preconference at ALA
Award: $500
Spent: $231
Used for: Digital reproduction costs for maps and illustrations
Goal: Conference presentation; series of articles

Recipient: **Holly Mercer, Ada Emmett, Brian Rosenblum**
Title: “RoMEO Green at the University of Kansas”
Award: $200
Spent: $200
Used for: Box lunches provided as incentive for KU faculty to participate in focus groups
Goal: Conference presentation; publication

Recipient: **Brian Rosenblum**
Title: “Evaluation of Institutional Repository Deployment in the Czech Republic”
Event: Czech and Slovak Society for Arts and Sciences Conference
Award: $520
Spent: $520
Used for: Travel expenses; photocopying and translation services
Goal: Journal article

Recipient: **Sarah Goodwin Thiel**
Title: "Seminar on the History of the Leab Award"
Event: Rare Book and Manuscript Section Pre-conference (ALA)
Award: $300
Spent: $300
Used for: Travel expenses
Goal: Presentation; web page
Recipient: Scott Walter
Title: “The Librarian as Lifelong Learner: Adult Learning Theory, Information Literacy, and the Professional Development of the Teaching Librarian”
Event: LOEX-of-the-West
Award: $800
Spent: $000 (Scott had to cancel his plans and did not attend the conference.)
Used for: Travel expenses
Goal: Article in special issue of Reference Services Review

Recipient: Scott Walter
Title: “Undergraduate Research Project – Internet Use Among TLC Students”
Award: $100
Spent: $99.75
Used for: Five-month subscription to Survey Monkey
Goal: Poster for Thematic Learning Communities session at KU
Appendix

Triennial GRF Report to the KU Center for Research
The committee consulted previous triennial reports, gathered information directly from GRF recipients from the past three years, and compiled the required triennial report on which KUCR bases its future allocations.

Libraries’ Committee for Research and Scholarly Activities
Triennial General Research Fund Report to the KU Center for Research
FY 2003-2005

Our Unit Goal Statement

The Committee for Research and Scholarly Activities of the KU Libraries seeks to encourage each library faculty member, as well as many of the unclassified professionals who work in the library, to develop a program of research and to consider applying for the GRF money that is available to them to further their research goals.

Naturally, one of the major fields of research for librarians is their own discipline of librarianship. However, because many librarians and archivists also have subject expertise, research can be carried out in a broad range of academic fields. Library staff members’ research projects provide them with professional growth and development opportunities, enabling them to better support other faculty at KU, as well as encouraging them to participate in and lead local, state, regional, national, and international organizations in both their professional areas and their subject field(s).

We encourage those who receive GRF awards to produce and share their research results with others in their profession through publication and presentation. Librarians in general tend to put more emphasis than those in other academic disciplines on sharing information with their peers through presentations at professional meetings rather than through publishing articles in books and peer-reviewed journals.

Since the founding of the Libraries’ Committee on Research and Scholarly Activities approximately ten years ago, more than twenty-five library faculty and staff research projects have been supported by CRSA’s General Research Fund resulting in at least:

2 books published or in press
5 articles published in or accepted by peer-reviewed journals
2 articles published in or accepted by non-peer-reviewed periodicals
1 chapter published in a book
1 conference paper published in a conference proceeding
10 presentations made at local, state, regional, national, or international events
2 scholarly web sites developed or digital projects supported

Considering that library faculty members are evaluated 80-90% on their professional performance and only 10-20% on research and service activities, this is a fairly substantial output. (Unclassified professional library staff members are evaluated 100% on their job performance and get no credit for their research or service activities per se, participating in these pursuits for their own professional development and personal satisfaction.)
Libraries’ GRF awards have been used for purposes as varied as hiring student assistants to develop databases and input data, supporting travel (for using and copying archival materials not available in other formats, collaborating with others in the field, etc.), and offering release time to library staff researchers whose workload does not otherwise permit them to participate actively in research projects.

We feel that the support of the KU Center for Research through its General Research Fund allocations to the Libraries has enabled library faculty and staff to contribute to their professions and to garner additional recognition for the University of Kansas in local, state, regional, national, and international venues. The Libraries’ GRF money has been well spent, resulting in many tangible accomplishments over the years. The members of the Libraries’ Committee for Research and Scholarly Activities would like to see the library GRF allocation continue at current levels or even be increased, if at all possible.

Our Evaluation Criteria and Procedures

Eligibility for Library GRF Awards
All tenured and tenure-track faculty and state-funded unclassified professionals of the Libraries on the Lawrence Campus payroll (including Regents Center Library staff) are eligible to submit one GRF proposal as the principal investigator each fiscal year. Faculty members who are within their first 24 months as tenure-track faculty are strongly encouraged to apply to the New Faculty General Research Fund grant before applying for the Libraries’ GRF, though there is nothing in the guidelines to prevent applying for both grants concurrently.

Composition of the Libraries’ Committee Responsible for Granting GRF Awards
The Libraries’ Committee on Research and Scholarly Activities (CRSA) administers the GRF monies allocated to the Libraries by the KU Center for Research. This committee is made up of members appointed from among volunteers by the Library Faculty Association’s Executive Committee. There are five members on CRSA, at least three of whom have requirements for research and service included in their job description. An effort is made to include a representative from each of the three ranks of librarians and from various areas of the Libraries. If a member of CRSA submits a GRF proposal, that person will not participate in the review of any of the proposals for that year’s GRF competition.

Evaluation Criteria Used in Determining Library GRF Awards
The Libraries’ review committee will consider the following major criteria in evaluating individual project applications:

A. Major Review Criteria
   Significance
   Importance of the project to the discipline/interdisciplinary efforts
   Innovation, creativity, scholarly approach
   Could it lead to scholarly/professional publication or presentation?

B. Research/Creative Plan
   Are the research objectives clearly stated?
   Does the plan reflect adequate knowledge of related literature?
   Does the plan describe the research/creative methods adequately?
   Does the plan address the research/creative objectives?
   Is there a reasonable likelihood of successful completion within the time, budget, and facilities limitations suggested?
C. Additional Review Criteria
   Faculty early in their professional career
   Renewals/continuations

**Evaluation and Notification Procedures**

A. Applicants turn in one electronic copy of the application form to the chair of CRSA and one signed paper copy to a designated committee member on the Lawrence campus.

B. All applications are due by 5:00 pm on the day of the announced deadline.

C. The applications are read by all committee members, who use the review criteria above to make their final decision about which application(s) to fund.

D. The applicants are notified of the results of CRSA's deliberations.

E. Necessary library administrative staff members are sent a list of who won awards.

F. The entire library staff is notified of successful applicants and what their projects entail.

G. The successful applications are put on CRSA’s GRF website to be used by future applicants as models and to keep a record of library research supported by GRF monies. (Dollar amounts awarded and spent are not included on the web pages.)

**Rules for Spending Library GRF Awards**
Because librarians and unclassified professional library staff are on 12-month appointments, GRF money cannot be used for library staff salaries. Budget items that will be considered (when justified in the application) include payments to consultants, reprint costs, per diem and/or meal costs, computing costs, travel and associated costs, and certain types of equipment.
Albin, Tami

Award date: 2001
Award amt: $690
Project title: "Prison Libraries: Dissemination or Discipline of Knowledge?"
Outcome(s): Research completed; no publications or presentations so far
During the spring and summer of 2001, I was able to do extensive research on prisons in Kansas. My research investigates how prison libraries operate within the ideology of the penal system, yet at the same time function as a source of momentary freedom for their users. This study is designed to create discussion concerning how the prison library is perpetuating forms of discipline (overt/covert) that then affect the behavior of the librarian, the library clerks, and the inmates. I was awarded $690.00 in funds which I used to travel to the public libraries and historical collections located around the following correctional facilities: El Dorado, Hutchinson, Winfield, Ellsworth, Lansing, and Topeka. I was able to find historical information related to certain prison libraries. While collecting information from these locations, I was transferred from the Regents Center Library, Edwards Campus, Overland Park to Anschutz Library, Lawrence Campus, Lawrence. Due to the increase in responsibilities and other projects related to these responsibilities, I have not been able to fully pursue "Prison Libraries: Dissemination or Discipline of Knowledge." I intend to pursue it once other projects and presentations are complete.

Report date: 3/7/2006

Baird, Brian and Schaffner, Brad

Award date: 2004
Award amt: $1,200
Project title: Goal: Book proposal
Outcome(s): Book submitted
Brad and Brian went to the Czech Republic and did a preservation survey of the national library. They are working on a book about preservation activities and library conditions in Eastern Europe based on their work in the Czech Republic, the Ukraine, and Bulgaria. Their book proposal is being reviewed by an editor.

Report date: 2/28/2006

Baird, Brian

Award date: 2002
Award amt:
Project title: "Utah Government Relations during the Civil War"
Goal: Article
Outcome(s): Non-peer-reviewed article submitted
This article was accepted by a journal called Idaho Yesterdays but that publication lost its funding before Brian’s article could be published. He is considering submitting it to other journals.

Report date: 2/28/2006
Name: **Baird, Brian**  
Award date: 2003  
Award amt:  
Project title: "The Unique Dichotomy of Mormon-Indian Relations in the Nineteenth Century,"  
Goal: Peer-reviewed international presentation; article  
Outcome(s): The paper was delivered at the Hawaii International Conference on Arts and Humanities, January 12, 2003 (Honolulu, Hawaii). It was later published under the same title in a book of conference papers.  
Report date: 2/28/2006

Name: **Cook, Karen**  
Award date: 2005  
Award amt: $1,631  
Project title: “Development of Map Production Technology for Photomechanical Reproduction”  
Goal: Conference paper and article  
Outcome(s): Research in progress; no publication or presentation produced yet  
In July 2005, I traveled to London to start research at the British Library. Though terrorist bombings caused reduced library open hours, I was able to use the British Patents Abstracts (readily accessible only there) and to photocopy information about pre-1919 patents related to the development of map production technology for photomechanical reproduction. I obtained sufficient information (in combination with already acquired U.S. Patents information and more recent web-accessible British Patent information) to enable me to analyze and write about my research results, though that phase has been delayed because I had to take on additional work filling in for an ill colleague. During summer 2006, I will resume the patents research and write a conference paper and/or an article for publication.  

Name: **Houser, Rhonda**  
Award date: 2003, 2004, 2005  
Award amt: $2,985  
Project title:  
Goal: Support a graduate student  
Outcome(s): A graduate student worked part-time on the project, paid by student worker funds. This work benefited both the project by contributing to completed work and the student by teaching valuable computer skills and geographic information science concepts.  
Report date: 2/23/2006

Name: **Lohrentz, Kenneth**  
Award date: 2004  
Award amt: $1,645  
Project title:  
Goal: Attend an international conference  
Outcome(s): Attended ALLC-ACH Conference. The grant enabled me to travel to Gothenburg, Sweden, to attend the joint conference of the Association for Literary and Linguistic Computing (www.allc.org) and the Association for Computers and the Humanities
(www.ach.org). The conference was held from June 13-17, 2004 with the theme of “Computing and Multilingual, Multicultural Heritage.” I was co-presenter, along with Asst. Prof. Elizabeth MacGonagle of the University of Kansas Department of History for a poster session on the website we developed jointly featuring the University of Kansas collection of Onitsha (Nigeria) market literature held at the University of Kansas Spencer Research Library. The website of this collection may be found at http://www.ku.edu/~onitsha/. The poster presentation enabled the two presenters to answer questions and converse with other conference attendees about the project during designated periods of time apart from plenary/sectional meetings.

Report date: 3/24/2006

Name: Schaffner, Bradley L.
Award date: 2005
Award amt: $1,280
Project title: Goal:
Outcome(s): Brad returned this award unused when he accepted a position at Harvard University.
Report date: 2/28/2006