2017-2018 CALA Mid-Year Committee Report

CALASYS Committee

Your Name: Mingyan Li, Sharon Yang
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Committee Name: CALASYS Committee—, a sub-committee of the CALA Publication Committee

Committee Roster:

<table>
<thead>
<tr>
<th>Name</th>
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<th>Institute</th>
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<td>University of Hawaii</td>
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Committee Charge: Co-Chairs: Mingyan Li & Sharon Yang

Tasks Completed (according to the 5 Goals Outlined in the CALA 2020 Strategic Plan if applicable - Be Specific):

- Held two committee meetings on September 29th and November 30th, 2017;
- Created a separate collection for “CALA Occasional Paper Series (OPS)”;
- Created a private collection for “CALA Agreement with Yunnan”;
- Six documents of “CALA Agreement with Yunnan” has been added and metadata created;
- Conducted a batch load training for committee members in order to improve metadata creation efficiency.

Goals and Objectives to Be Completed:

- Create two more private collections for CALA Agreements with Taiwan and Pudong.
- Input metadata for “CALA Occasional Paper Series (OPS)”
- Continue collecting and inputting metadata for other collections.
- Offer metadata project opportunity for students in University of Hawaii.

Budget Requirements or Reimbursement Requests (if any):

We would like to apply CALA funding to support data input. We plan to hire a graduate student to help with data input of CALASYS: $10 per hour, 20 hours per week, 40 weeks total.

Total budget: $8,000
Questions/Comments/Suggestions for the Board (if any):

Summary Paragraph: In a few sentences, highlight your achievements, concerns, or suggestions that you mostly want addressed. This should be the main point of your committee report.