



2021 – 2022 ANNUAL COMMITTEE REPORTS

Archives Committee

Chair: Margaret Hall

Members: Ryan Metheny and Tiffani Willis

- Discussions were had about possibility moving the location of the archive from its current location at the LA county Law Library. However, after a thorough assessment made on site, the committee decided to leave it in its present location. Future plans for the archive will include re-organizing the materials and some, seemingly more AALL focused materials, may be weeded through proper channels.
- The Archive provided fun memorabilia and historical artifacts for the 50th Annual Institute. Attendees were able to look at SCALL pictures, newsletters, minutes and past Institutes programs. In addition to SCALL items, there was also a display of fun library tools, including a whole paper Shepard's set and card catalog drawers.
- Added to the physical Archive this year were items from the 50th Annual Institute.

Awards Committee

The recipients of the SCALL Awards for 2021-2022 are as follows:

Albert O. Brecht Award: Esther Eastman

Rohan Award- for exemplary service to the association and the profession: Tiffani Willis

Vendor Service Award: Amy Towell, Docket Navigator

Respectfully submitted,

Jennifer Berman

Diana Jaque

Larry Meyer

Budget & Finance Committee

The Budget & Finance Committee consists of an experienced member who advises the treasurer. The Budget & Finance Committee chair for this year was Jessica (Wimer) Whytock.

Bylaws Committee

Chair: Laura Fouladi

This year the Bylaws Committee submitted the following changes for approval by the board:

- Removal of unnecessary articles (Offices, Councils) not included in other chapter bylaws
- Simplification of meeting requirements
- Addition of bylaws related to our new credit card policy
- Other minor edits to clarify and improve language

We also created a separate credit card policy document for the Board's use.

Note from Caitlin Hunter: The Councils article was subsequently restored to accommodate the re-merger of SANDALL, which is considering establishing a council.

Community Youth Internship Committee

2021-2022 has been an amazing year for the work of our committee. This year marks the 30 year anniversary of SCALL sponsored internships for motivated and deserving high school students in the Southern California area. This year also marks a new name for our committee and the program. Beginning in 2022, the Inner City Youth Internship Program has been renamed the Community Youth Internship Experience.

This year we are also very excited to resume the internship program (we were unable to place interns in 2020 and 2021 due to the pandemic). The Community Youth Internship Experience Committee placed four students in internships at the following organizations: Court of Appeal Library, Loyola Law School Library, USC Law School Library, and the Law Library for San Bernardino County. Students will work between early July and early August 2022 and will have the opportunity to work just over 100 hours on site.

The committee thanks SCALL for their continued financial support of these internships. Without SCALL's significant financial support, we would be unable to offer these wonderful experiences and expose local students to law libraries. We are also grateful for individual SCALL members who donate to this worthy endeavor. All of these organizations and individual donors make it possible to provide us with the opportunity to introduce young people to law librarianship.

Respectfully submitted,

Diana Jaque (Co-Chair) and Sangeeta Pal (Co-Chair)
2021-2022 Community Youth Internship Experience Committee
Diana Jaque, Co-Chair
Sangeeta Pal, Co-Chair
Daisy De Anda
Judy Lee

Government Relations Committee

Members: David McFadden (chair), Larry Meyer, and Lu Nguyen.

The GRC continues to monitor legislation and re-post AALL GRC and AALL Government Relations Office postings when relevant.

There was no call to action for legislation or administrative activity during the SCALL year.

The committee monitored funding issues for California county law libraries but didn't take any action this year. There needs to be better communication between the committee and the Council of California County Law Librarians.

Chair David McFadden for the third year in row didn't participate in the Council of California County Law Librarians' Legislative Day in Sacramento in due to the COVID-19 pandemic and the lack of visits to the Capitol.

Submitted by David McFadden, SCALL GRC Chair
29 June 2022

Grants Committee

The SCALL Grants Committee received four applications and awarded four grants to attend the SCALL Institute. The grant awards were as follows:

- Araceli Argueta: \$421
- Ryan Metheny: \$471
- Jenna Pontious: \$409
- Serena Rodholm: \$355

We also received one application and awarded one grant to attend the AALL Annual Meeting. The grant award was as follows:

- Karen Sanchez: \$1,890

Chair: Matthew Flyntz

Members: Esther Eastman, Amber Madole, Annie Mellot

Information Technology Committee

The SCALL IT Committee is tasked with maintaining the SCALL website, scallnet.org, as well as the association listserv on Google Groups.

Report prepared by: Suzie Shatarevyan, IT Committee Chair
Additional committee members: Anahit Petrosyan and Dinah Minkoff
Board Liaison: Patrick Sullivan
Budget: \$2,000.00, \$631.26 expended.

IT Committee Expenses:

- Plus Web Hosting: from 2021-12-12 to 2024-12-12 \$395.64
- Domain Name Registration scallnet.org from 2021-12-12 to 2022-12-12 \$17.99
- Domain Name Registration scall.space 1 year 09-30-2022 \$1.99
- Dedicated IP: from 2021-12-12 to 2022-01-12 \$5.99

Total expenses: \$631.26

Website

The committee maintains the SCALL website at the scallnet.org domain. Our dedicated IP address is 162.144.185.122. The website is powered by WordPress and hosted by Bluehost. The website has been updated to run on the latest version of WordPress, which is 6.0 (see <https://youtu.be/oe452WcY7fA>) It is running Audacity theme. The server is running PHP version: 5.6.40, which is outdated. The minimum recommended version of PHP is 7.4. Plugins are kept up to date if they are still compatible with the current version of PHP. Max Buttons and Events Calendar are two plugins that have newer versions available, however, they cannot be updated as they do not work with our version of PHP.

In February 2022, Bluehost announced that it would be upgrading their servers to newer versions of PHP. During the upgrade window of February 22 to February 25, 2022, our account was updated, and older versions of PHP are no longer supported. They recommended that we upgrade all our web installation to the newest PHP software available.

An attempt was made to update our PHP version to the latest available version, however, as soon as this was done, the IT Committee chair received an email pointing to technical issues. The site experienced a critical error and became inoperable, so IT Chair contacted tech support to help revert the changes.

Tech support reverted the changes but also let us know that the issue had to do with a script that is not compatible with the higher version of PHP resulting in a critical error on the website. In looking at the error message, it was discovered that the offending plugin is the RokCommon Library whose developers stopped providing updates.

Last summer, being aware of this outdated PHP issue, IT Chair tried to resolve it by installing a new website over a temporary domain, scall.space. But to much disappointment, realized that the PHP version runs across the entire account and setting up a separate website would not be a solution. However, it is still possible to build a new site while still on running on the outdated PHP and making sure that all plugins on the new site would be compatible with the latest version of PHP so that once all content is moved over, we can be ready to update the PHP version across our entire account.

In the last year, the committee created 7 new posts on the website, primarily the publication of the Newsletter. It made routine updates to pages based on feedback from other committee members. It also published pages for the SCALL Institute.

Listserv

SCALL maintains a listserv on Google Groups. Our listserv address is scall@googlegroups.com. At present, we have 189 active members on the listserv. This listserv is not tied in with the Membership Directory, therefore any changes in membership are not automatically reflected in the listserv. Members must take an additional step to request listserv access or profile update. In an effort to keep the listserv membership reflective of actual active SCALL Membership, the IT Chair works with the Membership co-chairs to annually purge any non-active members from the listserv.

Getting added to the listserv is a benefit of membership and all new requests are checked against the SCALL membership directory. In January, the IT Committee Chair suggested a slight amendment to the listserv rule to grant access to other local chapter members of AALL requesting to be added to the list. The board agreed wherein other local chapter members of AALL, who are not SCALL members, requesting access to the SCALL email listserv would be granted listserv access to receive and read messages posted to the list, however they will not have ability to post to the list.

Respectfully submitted,

Suzie Shatarevyan

Institute Committee

Summary

The 50th Annual SCALL Institute was held February 11-12, 2022, at the Margaritaville Palm Springs. The title of the Institute was “History and Future of Legal Research.”

Attendees

39	Regular attendees
3	VIPs
2	Non-SCALL-member speakers
3	Guests of attendees

Major Sponsors

CEB – Continuing Education of the Bar
LexisNexis

Sponsors

Bloomberg Industry

Courthouse News Service
 Docket Navigator
 RETRIEV-IT
 Thomson Reuters

Major Exhibitors

Bloomberg Industry
 CEB – Continuing Education of the Bar

Exhibitors

Casetext
 Gavelytics
 Legislative History and Intent
 Legislative Intent Service, Inc.
 LexisNexis
 ProQuest

Budget

Because of the omicron surge, many members did not yet feel comfortable attending an in-person event. We had to decide between switching to a virtual event and paying a \$16,200 cancellation fee to the hotel or continuing with an in-person event that could be enjoyed by those who felt comfortable attending and taking a small loss. After subtracting expenses from revenue, we spent a total of \$1,213.57 on the Institute.

A breakdown of the revenue and expenses is as follows:

SCALL Institute 2022 Revenue and Expenses	
Total Revenue	\$17,065
Registration fees	\$4,265
Exhibitor registration fees	\$5,200
Sponsorships	\$7,600
Total Expenses	\$18,278.57
Honoraria for speakers	\$400
Technology, exhibitor tables, and speaker hotel rooms	\$2,799.34
Food and beverages	\$15,079.23
Total	-\$1,213.57

Special thanks to CEB for their generous sponsorship and to Speakers Committee chair Amber Madole for figuring out a strategy to record all presentations for those unable to attend. Recordings are available to SCALL members at <https://scall.wildapricot.org/SCALL-Institute-2022>.

Topics and Speakers

Keynote: From Digests to Robots: Taking Stock of Legal Research’s Past, Present, and Future

Taryn Marks, Associate Director of Research & Instructional Services Stanford Law School

The Past is Prologue: An Overview of Some of SCALL’s Greatest Accomplishments (So Far!)

Cornell H. Winston, Law Librarian, United States Attorney’s Office

Elizabeth Caulfield, Law Librarian, California Court of Appeal - Second District

Daisy De Anda, Legal Research Specialist, Sheppard Mullin

David McFadden, Senior Reference Librarian, Southwestern Law School

Patrick Sullivan, Research Librarian, Jones Day

50 Years of Legal Research in 50 Minutes

Michael Saint-Onge, Regional Director, Research & Library Services, Morgan Lewis

Yikes! You’re Asking Us to Do WHAT? Handling Remote Training in this Pandemic Present

Erik Y. Adams, Manager of Library Digital Initiatives, Sidley Austin LLP

Ryan Metheny, Managing Librarian, Legal Education, Los Angeles Law Library

Sangeeta Pal, Access Services Librarian, UCLA Law Library

Acquiring Essential Skills for the Future: Tech CLE for Law Librarians

Cas Laskowski, Head of Research, Data & Instruction, Daniel F. Cracchiolo Law Library, University of Arizona

AALL Update

Mary Jenkins, AALL Secretary, Director of Professional Development, New Hampshire Bar Association

Institute Committee

50th Annual Institute Committee Chair	Caitlin Hunter
Exhibitors	Diana Jaque Judy Davis
Sponsors	Jennifer Berman Diana Jaque Paul Moorman

Publicity	Cara Henley Johnson Sofia Vazquez-Duran
Technology Support	Amber Madole Jacob Samuelson Danny Hayes
Registration	Margaret Hall Tiffani Willis Patrick Sullivan
Speakers	Amber Madole, Chair Elyse Meyers Michael Saint-Onge Andrea Valencia Cornell Winston
Special Advisors	Diana Jaque
Local Arrangements	Michael Saint-Onge Jenna Pontius
Website	Suzie Shatarevyan

Institute Advisory Committee

The Institute Advisory Committee consists of an experienced member who advises the Vice President on planning the Institute. The Institute Advisory Committee chair for this year was Jennifer Berman.

Library School Liaison Committee

The SCALL Library School Liaison Committee's charge is to establish and foster professional relationships with students enrolled in library school programs in Southern California.

- (1) The Committee had seven members this year, including the Committee Chair.
- (2) The Committee continued its **mentoring program** for library school students living in southern California.
 - The Committee sent emails to local library school students through the UCLA library school listserv, IS-NETWORK, and the SJSU library school list serv, ISCHOOL-SHARE, and geographical SLIS alert inviting responses from library students wanting a law librarian mentor. Additionally, the Committee chair reached out to the Coordinator of Student Services for the Master of Management in Library & Information Science program (MMLIS) at USC. This year, there were **two requests** for mentors, from one student in the UCLA MLIS program, and one student in the San Jose State University

MLIS program. The UCLA student resided in Los Angeles, and the SJSU student resided in Aliso Viejo. Both students were paired with mentors.

- The mentors answered questions about the profession and provided career advice by corresponding via Zoom, email, or phone with their mentee.
- This can be compared to last year when ten students requested a mentor, and the previous year when we had six requests.

(3) This year, the Committee's budget was \$5,000.

(4) The Committee also continued the **SCALL Scholarship program**. In February the Committee chair posted the application for the 2022 SCALL Scholarship on the SCALL website and advertised the scholarship on the SCALL listserv, the UCLA library school listserv, and the SJSU listserv and geographical SLIS alert. Additionally, the Committee chair contacted the USC Coordinator of Student Services for the USC MMLIS program. Applications were due on 3/21/22. This year, **six** applications were received. All seven committee members participated in proposing award amounts for those applicants deserving of awards, and the Committee chair circulated proposed final award amounts which were agreed upon by the committee members. The majority of the Committee determined that **five** applicants met the scholarship requirements by demonstrating a commitment to pursue a career in law librarianship, and in May the Committee announced its decision to award scholarships to these five applicants. We awarded SCALL scholarships to the following applicants:

- Evette Allahverdian (Los Angeles) – San José State University
- Ashley Newton (Tustin) – San José State University
- Linnea Schuster (San Diego) – San José State University
- Kaitlyn Winkle (San Pedro) – San José State University
- *The fifth scholarship recipient, a student attending the UCLA MLIS program, chose to remain anonymous, an option we offer to all recipients when I notify them of their award.

A total of \$5,000.00 was awarded to the five scholarship recipients.

Respectfully submitted,
Stephanie Anayah, Chair
2021 - 2022 Library School Liaison Committee

Membership Committee

Membership Statistics:

2021-22	2020-21
315 members	281 members
<u>Type of Membership</u>	<u>Type of Membership</u>
243 Active	218 Active
13 Associates	13 Associates
34 Life	30 Life
25 Student	20 Student
<u>Type of Organization</u>	<u>Type of Organization</u>
124 Academic	113 Academic
104 Firm	106 Firm
59 Government	34 Government
4 Library Consultant	3 Library Consultant
16 Vendor	18 Vendor
8 No affiliation stated	7 No affiliation stated

Changes to the Committee

Annie Mellott is in the second year of her three-year term as co-chair. David Isom will be leaving his position as co-chair effective August 10, as he is relocating to Washington, D.C. The Committee would welcome the addition of a member to replace him.

Membership Numbers

At the annual Business Meeting on June 29, 2022, the SCALL board voted to approve the merger of SANDALL into SCALL and extended SCALL memberships to all of its 66 members (including many new to SCALL). Welcome, San Diego members!

The 2022–2023 membership renewal season is underway, and we have received a high volume of renewals. Thus far, 148 members have renewed or joined for the coming year. The Committee reminds all members to renew their membership as soon as possible.

Newsletter Column

The committee continues to author the Membership News column in the SCALL Newsletter. Columns provide standard updates about new members and returning members, as well as important information about SCALL members, such as retirements, awards received, and

significant personal and professional events. The Membership Committee encourages members to continue sending us items and photos for inclusion in the column.

Other Committee Activities

The Membership Committee continues to ask SCALL members to submit the date their SCALL membership began so that we can add that information to all member profiles. Please take a minute to complete the form to submit this info, if you haven't already done so. The form is located [here](#).

We continue to perform our regular committee functions:

- The Membership Committee has been keeping members' information and registration current in the database/directory.
- We sent renewal notices in June to all members for the 2022–23 year.
- We provided a list of eligible voters to the SCALL Secretary, for this year's election.
- We cleared long-delinquent accounts from the membership database, and Suzie Shatarevyan updated the Google Groups listserv accordingly. This resulted in a few more renewed memberships. We continue to work closely with Suzie Shatarevyan to ensure the listserv includes only current SCALL members in order to encourage members to keep their dues current.

*Submitted July 7, 2022
David Isom & Annie Mellot*

Newsletter Committee

Committee

The 2021-2022 SCALL Newsletter Committee included:

Writers

- Erik Y. Adams, Sidley Austin LLP
- Derek Antler, University of San Diego
- Rebecca Fordon, UCLA Law Library
- Sherry L. Leysen, Fowler School of Law at Chapman University
- Serena Rodholm, San Bernardino County Law Library
- Lisa Schultz, Loyola Law Library

Editors

- Judy K. Davis, USC Law Library
- Christina Tsou, UCI Law Library
- Jessica Whytock, UCI Law Library

Compiler and Business Manager

- Jimmy Pak, UCI Law Library (Fall 2021 issue)

- Ashley Newton, UCI Law Library – Compiler (Winter 2021, Spring 2022, and Summer 2022 issues)
- Christina Tsou, UCI Law Library – Business Manager (Winter 2021, Spring 2022, and Summer 2022 issues)

Webmaster and Listserv

- Suzie Shatarevyan, Loyola Law Library

Publications

This was the first year wherein four issues (instead of five) were published for Volume 49:

- Fall 2021 – Volume 49, Issue 1
- Winter 2021 – Volume 49, Issue 2
- Spring 2022 – Volume 49, Issue 3
- Summer 2022 – Volume 49, Issue 4

This modified publication schedule allowed us to streamline articles and ensured that we continued the practice of asking grant recipients to write an article for the Newsletter. For this volume, three AALL Annual Meeting grantees wrote articles for the Fall 2021 issue and four SCALL Institute grantees wrote articles for the Spring 2022 issue.

In addition, the Winter 2021 issue was a special “Quarantine Issue” where members of the SCALL Newsletter Committee shared their pandemic experiences. The Spring 2022 issue also paid tribute to the memory of our dear friend, Tiffani Willis.

We had originally planned to collaborate with the LA Law Library to include articles written by their interns. However, that did not pan out for this volume and we hope to collaborate in the future.

Advertising

Two vendors, Retrieve It and Trellis, placed advertisements in all four issues of Volume 49. The vendor sponsors for the SCALL Institute were offered advertisement space, which Lexis accepted.

Advertising revenue was \$1,003.00 for Volume 49.

Next Year

We have one member (Erik Adams) leaving the committee next year, but we hope to seek out new committee members as well as to continue working with our amazing team.

Next year is Volume 50 of the SCALL Newsletter and we plan to commemorate the special anniversary.

Respectfully Submitted,
Judy K. Davis

Christina Tsou
Jessica Whytock

Nominations Committee

The 2021-22 Nominations Committee was charged and worked diligently to secure an outstanding, well-qualified slate of candidates for the position of Vice President/President-elect, Secretary, and Member-at-Large.

This year SCALL President Patrick Sullivan and Vice President Caitlin Hunter approved a few changes to the Nominations Committee structure and process. The Immediate Past President will be appointed to the Committee to serve as vice-chair at the expiration of that person's term on the SCALL Board. The Committee also received approval to change the call for nominations schedule from January to December so as to give the Nominations Committee sufficient time to compile a slate.

A call for nominations was emailed to the membership on December 3, 2021. The Chair received 1 nomination. In addition to a general call for nominations, the Chair solicited nominations from SCALL Executive Board Members.

Nominations Committee members carefully reviewed the SCALL bylaws for candidate qualifications and also offered nominations. The Committee compiled and reviewed a list of 18 possible candidates. We noted that some nominees were not eligible for certain positions given bylaws requirements. For example, some nominees have not served on a SCALL or AALL committee which is a requirement for consideration for Secretary or Member-at-Large. For consideration as Vice President/President-Elect, nominees must be AALL members, and have served as a SCALL officer, Board member, or committee chair.

The Committee also takes into consideration the make-up of the board and tries to have a balance of type of library (private, academic, government) and we try to be mindful to have a diverse group of candidates, if possible.

The Nominations Committee presented the following slate of candidates:

Vice President/President-Elect

- Joy Shoemaker (U.S. Court of Appeals, 9th Circuit)

Secretary

- Alina Kelly (Mitchell Silberberg & Knupp LLC)
- Suzie Shatarevyan (Loyola Law School)

Member-at-Large

- Elizabeth Caulfield (California Court of Appeal - 2nd District)
- Sherry Leysen (Chapman University)

For the 2022-23 Association year, returning SCALL officers are:

- President: Caitlin Hunter (UCLA)
- Treasurer: Sangeeta Pal (UCLA)
- Immediate Past President: Patrick Sullivan (Jones Day)
- Board Member: Tanya Livshits (Holland & Knight)

A heartfelt thank you to committee members Erik Adams and Ramon Barajas and to all the candidates for their willingness to serve.

2021-2022 SCALL Nominations Committee

Pauline Aranas (USC), Chair
Erik Adams (Sidley Austin LLP), Vice chair
Ramon Barajas (Alston & Bird)

Placement Committee

The Placement Committee maintains a listing of job openings for the benefit of the SCALL membership and the legal community. Between June 16, 2021 and June 27, 2022, the committee received ads for approximately 87 open positions, up from 54 positions posted in 2020-2021. Each job announcement was posted by Placement Committee members to both the SCALL listserv and to the SCALL “Career Opportunities” web page. In addition, links to current job descriptions on the SCALL Placement web page are provided in the electronic edition of the *SCALL Newsletter*.

In order to keep the job listings current, inquiries were periodically sent to the contacts of job postings. Each contact was asked whether the ad should continue to be listed on the SCALL Placement web page. The contacts were also asked whether the ad should be included in the next *SCALL Newsletter* issue. Positions were only listed in the newsletter when express permission was given by the contact.

There are currently 31 jobs posted: 8 from Los Angeles County, 3 from Orange County, 1 from San Diego, 2 from Riverside County; 3 from San Francisco; 9 from firms with offices in multiple cities; 1 from out of state; and 4 virtual.

The members of the Placement Committee are Don Buffaloe (Chair) and Kerstin Leistner.

I would also like to thank SCALL for giving me the opportunity to work on this committee. Both Kerstin and I would like to continue to serve on the Placement committee. This is adequate staffing given the current workload of the Placement committee, and we do not need additional committee members. If there are SCALL members who volunteer to be on the Placement committee, then we would consider adding one member.

Respectfully Submitted June 28, 2022

Don Buffaloe
Chair, SCALL Placement Committee 2021/2022

Professional Development Committee

No report received for 2021-2022.

Programs Committee

Fall meeting was held on October 13, 2021 at noon. Our speaker, Nicola Shaver, gave a presentation on Automation and the Business of Law via Zoom. 65 attendees registered for this event.

Winter meeting was held on December 8, 2021 at noon. While we had hoped to host an in person holiday event, the situation at the time called for us to remain online. We invited King Trivia to host via Zoom. 55 attendees registered for this event, and gift cards were raffled off.

Spring meeting was held on March 31, 2022 at noon. Our speakers, Matthew Flyntz and Sandy Li, presented on Getting Started with Professional Writing via Zoom. 55 attendees registered for this event, and a book on writing was raffled off.

Summer meeting will be held on June 29, 2022 at noon via Zoom. This will be the Annual Business Meeting. There are currently 65 attendees registered for this event.

We have found that online events held during the lunch hour are often well attended. We have received anecdotal positive feedback for all of the events this past year, and have been looking into options for post-event surveys to gather more feedback.

In addition to the four meetings held this year, the co-chairs reviewed and updated the Programs Committee Guidelines and made them available in the documents section of Wild Apricot. We also created a spreadsheet of past events, which is available in the same folder.

Alina Kelly and Michelle Gorospe
SCALL Programs Committee Co-chairs

Public Access to Legal Information Committee

In February 2022, the PALI committee participated in the SCALL Institute panel, The Past is Prologue: An Overview of Some of SCALL's Greatest Accomplishments (so far!). Panel moderator Cornell Winston interviewed PALI Chair Elizabeth Caulfield about the committee's publication, Locating the Law.

In June 2021, Elizabeth represented PALI in the webinar, Collaboration and Outreach: Supporting Community Legal Research, which was provided by the AALL Academic Law Library Special Interest Section (ALL-SIS) Continuing Education Committee. The discussion gave PALI the opportunity to discuss its mission to support non-law libraries that assist the public with legal research. A recording of the webinar is available [here](#). Also on the webpage is a

Resource List with links to law libraries and organizations' guides, videos, projects, etc., including Locating the Law.

Public Relations Committee

Committee Members:

Sofia E. Vazquez-Duran (Chair), sofia.vazquez-duran@lls.edu

Cara Johnson (Member), cjohnson@omm.com

Review of 2021-2022 Activities:

The Public Relations Committee has worked with our board liaison and other section leadership to support SCALL with projects involving logo design and advertisements and announcements for members. Jimmy Pak left in October of 2021, and Sofia E. Vazquez-Duran became the chair with Cara Johnson the other member of the Public relations Committee as of November 2021.

Our accomplishments from 2021-2022 include:

- SCALL Institute (February 2022) *in collaboration with the Institute Committee*
 - Design Institute Logo
 - Design and send visually appealing save-the-dates, registrations reminders & deadlines, invitation, guidelines, etc. leading up to day of event
- ICYIP Rebrand Logo and Announcements (December 2021-May 2022)
 - Design new CYIE logo and new tagline with input of ICYIP
 - Create a flier to inform students about the CYIE internship
 - Create e-mail to announce to SCALL the change in name

Future Projects:

- We hope to bring in more people to the PR team to help cover when other members are busy
- With more people available to work on PR projects find out what if we are missing on other SCALL committee projects the PR committee could be helping with.
- Create templates and guidelines for writing announcements and advertisements so that they do not have to be made from scratch in the future.

Relations with Vendors Committee

No report received for 2021-2022.

Union List Committee

The SCALL Executive Board voted to eliminate the Union List Committee because it has not had a chair or members since 2010.