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Executive Summary 2007-2011

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Executive Summary: Library Services & Activities (FY2007-2011)

Library Services and Activities (FY 2007-2011)

2011



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**REACH
INSPIRE
CONNECT**

Introduction

In an ever-changing technological world, it is imperative that the Library and Information Services have complementary roles in fulfillment of the [College's mission](#). While Information Services focuses on providing a robust infrastructure to ensure fast, reliable and up-to-date communication and software applications for the entire campus, it is also the platform that allows the Library to deliver content, in support of teaching and learning that is accessible and easily manageable. A collegial, collaborative relationship is fostered between the Library and Information Services on several levels to meet the challenges and to better serve our community.

Description

The James P. Adams Library provides the College community with access to resources, services, and activities in support of teaching and learning in order to strengthen the College's mission as a leading comprehensive public college. In collaboration with Information Services the Library strengthened its technological infrastructure in enhancing access and discovery to the resources and services by our students, faculty and staff.

According to the college's [2010-2015 strategic plan](#), the "Library will continue to grow its centrality as a teaching and learning resource and a gathering place for members both of the College campus and the surrounding community." The Library strives to be a gateway to access and discovery of its collections in both physical and virtual forms. Although, many library resources are increasingly accessed online, the Library continues to be recognized as a physical place where critical thinking is taught and intellectual interactions are held.

In the years since the last NEASC evaluation, the Library's budget remained somewhat stable. In FY07 the operating budget was \$783,805; FY08 was \$788,377; FY09 was \$749,300; FY10 was \$779,734; and FY11 is \$752,219 [*figure 1*]. It is evident that the library felt the impact of the financial crisis in FY11. The budget is short by \$27,515 compared with the previous year. While the shortage will be felt, the library will continue to be creative in allocating the funds to maintain superb public service.

The Library staff includes one administrator, eight full-time MLS library faculty members, two adjunct MLS reference librarians, eight professional staff, three adjunct professional staff, and six support staff [*figure 2*]. In order to stay current with the rapidly changing environment, both professional and non-professional staff take advantage of the many programs offered by the College in various software applications, and those provided by the HELIN Consortium, LYRISIS, OLIS and other library-focused programs to enhance their skills.

Reference librarians provide library instruction for courses taught at the college. From 2002 to 2010 the charts reveal a 42% increase in classes taught, a 34% increase in students taught, and a 69% increase in contact hours [*figure 3*]. These percentages reveal a trend in the demand of library instruction requests from faculty teaching more complex writing rich courses. The librarians focused on these longer class periods by engaging students in much more hands on work during library instruction. A new library instruction facility opened in September 2008 equipped with 30 PCs all linked to a projector and the instructor's PC. The librarians utilize this updated electronic classroom and software such as Synchroneyes and LibGuides in their teaching approach.

In collaboration with Information Services, the entire Library building is wireless which facilitates accessibility to resources and services. Thirty laptops are available at the Reserve Desk for in-house use. There are 20 stationary PCs on the main (third) floor which are used to access, through the Internet, the [HELIN online catalog](#), the [databases](#), [electronic journals](#) and [reserve materials](#). For a modest fee, Library users may make use of a networked printer for the PCs and laptops, the five photocopying machines with scanning capabilities, and the three microform scanners and printers.

The Library building is over 80,000 square feet. There is seating for nearly 700 on all four levels, including carrels for individual study, numerous tables, and casual furniture throughout. The Reserve area, through a collaborative effort with college facilities in 2009, provides a comfortable seating area with vending machines and equipment for viewing videos or listening to CDs. The Reinhardt Room on the main floor, named with a \$25,000 contribution from Alice (class of '59) and Frederick Reinhardt, was dedicated in October 2004 and serves as an individual and collaborative study area. It has also served as a venue for lectures, movies and College events, sponsored by the Library.

The decision of the Vice President of Academic Affairs to house the College's newly formed Faculty Center for Teaching and Learning and the College's Women's Center in the Library will enhance collaboration and further use of the library facility and its resources. In the fall of 2009, the library invited the College's Writing Center to provide its tutoring service in the Library for weekend afternoon hours, which became very popular during both semesters.

Library resources are primarily focused on those materials which support the teaching program [see [Collection Development Policy](#)]. Members of the library staff have been assigned to serve as [liaisons](#) to one or more academic departments in order to tailor the development of the library's collections to the teaching needs of the faculty.

In addition to a collection of circulating books, non-circulating periodicals in print, reference, microform, and children's literature collections, the Library serves as a depository for selected United States government documents and Rhode Island state publications [figures 4-13]. Located within the Special Collections Department are non-circulating documents such as the College archives, manuscript collections, and special focus collections, such as the Rhode Island Normal School records, the Cape Verdean Collection and the newly acquired Smolski Slides Collection. The [Curriculum Resources Center](#) concentrates on material (books, kits, visual material and online resources) to support pre-service and in-service teacher education at the College. An active [gifts program](#), which encourages donations, serves to add or replace library materials as well as contribute to an annual book sale for fundraising. A growing collection of videos has been added within the last few years to enhance the teaching goals of the faculty. Within the last few years, the Library has added an array of online resources among these: e-book collections including some reference collections [link: [ebrary](#), [credo](#) and [oxford reference](#)]. Increasingly, periodical subscriptions as well as many government publications are now accessible online. The Library currently subscribes to 71 databases for periodical abstracts and encyclopedias. In 2010, we began subscribing to some streaming video databases.

As a member of the [HELIN Consortium](#), consisting of eleven academic and twelve hospital libraries in the regional area, the Library has access to a common bibliographic database indicating the holdings of the HELIN libraries. It also runs acquisitions, circulation, cataloging, serials management, interlibrary loan and reserves modules through the HELIN online integrated system, based on Innovative Interfaces software. The HELIN Central Office serves to arrange licensing, in some cases discounted pricing, and access to the electronic databases chosen for each HELIN library. Off campus access to databases and other electronic material is provided through a proxy server which identifies library-validated card holders by name and barcode.

All library services require students to have an [ID card](#) which has been validated at the Library's Circulation Desk. Rhode Island residents and alumni are issued "special borrower" cards. Students, faculty, and staff may also request books and other materials from HELIN Consortium libraries through an online procedure, and the books are usually delivered within two to four days. For materials not available in the HELIN Consortium, the Library can access other libraries in the United States and throughout the world through its Document Delivery Services.

The Library is open eighty [hours](#) a week in the spring and fall semesters and fewer hours in the summer. The Reference Desk is staffed most of the hours that the Library is opened, including evenings and weekends. Reference librarians also provide assistance by e-mail through the "[Ask Us](#)" link on the website. The Circulation Desk, including the Reserves area, is staffed all the hours that the Library is opened. Staffing of all public services is supplemented by student assistants.

Appraisal

The change of the college leadership in early summer 2008 brought a change in the library leadership with support and encouragement to allow an unprecedented growth of library services and activities. In this context and in order to continue to fulfill its mission to provide access to resources and facilities in support of teaching and learning, the Library will maintain its efforts in strengthening its centrality in the academic endeavor. It is noteworthy that the Library met all the goals laid out in the [College strategic plan \(see 1.6, p. 34 of Strategic Plan Appendix\)](#).

While the library has enriched its online and digital resources, it will continue these efforts in anticipation of the increase of online course delivery. In this context, the library will start a systematic weeding project in order to balance and update its holdings. As of July 2008 the Library embarked on several electronic initiatives. The Library acquired [ARTstor](#), an online library of more than one million images in the areas of art, architecture, the humanities, and social sciences. A digital repository, [DigitalCommons@RIC](#), was established to contain theses, dissertations, and honors research papers as well as archives, departmental and research documents and showcase Adams Library's [Special Collections](#). The Rhode Island College community is also being invited and encouraged to submit scholarly and other documents to the repository for long-term preservation and electronic access. Digital initiatives include the publication of over 400 images with their metadata from the College Slide Library. The [Smolski Image Collection](#) of 8000 images and 376 Op-Ed articles will be published in part in August of 2010. The next project to be digitized and made accessible to the public is the David Baxter Collection of 1200 images from Cape Verde. Library staff began to create Libguides, subject web guides with hyperlink capabilities. So far 70 libguides have been published, some for college disciplines in general and some as accessories to library instruction for specific classes.

[LibGuides](#) are also being created for library exhibits, to highlight new materials in our collection, library services, and information on copyright, academic integrity, citing sources and teaching and learning.

Through the efforts of a re-formed and active Library Public Relations Committee, the first newsletter in the history of the Library, [from the steps](#), was published in Fall 2008. The newsletter highlights department and staff achievements, lectures, exhibits and events, sponsored by the Library in order to inform and attract members of the college community to be involved in library activities and truly enhance the library as a communal place. As a result the gate count since summer 2008 has increased by 30,000 [figure 14].

To further engage the community and to alleviate budget constraints, the Library started a grant writing effort, the first in the history of the library. As a result the Library received a \$20,000 grant from the National Endowment for the Arts for participation in [The Big Read](#). The events included the participation and the involvement of three school districts, students, teachers, professors and local authors in reading the works of Edgar Allan Poe. The program which lasted two months included lectures, book discussion, exhibits, films and writing contests. The Library also received a \$10,000 grant from the Rhode Island Council for the Humanities to digitize a special collection of slides and op-ed pieces focusing on historical urban development in Providence and other urban centers around the nation and the world. This effort of grant writing will continue to help fund the digitization endeavors and other activities. To further encourage donation, the library created a direct link on its webpage called "Give to your Library" <http://www.ric.edu/adamslibrary/>

Library Access Services is producing in-house tutorial videos, creating streaming video files for library reserves, and developing a reserve LibGuide to enhance reserve visibility.

The Library has expanded its collaboration with other branches of the College, such as the Writing Center, Student Government, Student Center activities, the Henry Barnard School and other academic departments. For example Professor James Montford is using one of his art classes to continue painting a mural on one of the Library's indoor walls. This activity is aimed at developing a sense of ownership in the students.

Although the Library has a robust library instruction program utilizing an updated electronic classroom with state-of-the-art software, it has yet to implement a systematic and methodical information literacy plan aligned with ACRL standards, promulgated to the entire teaching faculty and endorsed as a means of assessment.

The physical facility needs improvement. Some of the areas of the Library were painted and re-carpeted a few years ago, but other areas were not refurbished. In order to allow for the continuing increase of computer and laptop use, the College needs to add more electrical outlets. A focus on preparing a plan to renovate the furniture throughout the building should be undertaken to accommodate the increase in library usage. Fortunately, through the assistance from the Information Services Department, the public PCs and laptops are imaged and maintained by Deep Freeze software.

In the last few years several faculty and staff positions have not been filled while enrollment increased.

Projections

- In order to meet the goal of the College strategic plan in which the Library should continue its central role in teaching and learning, the Library will seek to further collaborate with faculty and staff across campus in other departments to enrich its resources and services.
- With the VPAA's help and support, and in light of changing technological and library services needs and trends as described in the latest report from the ACRL Research Planning and Review Committee <http://crln.acrl.org/content/71/6/286.short>, the Library hopes to strategically fill some much needed positions to better serve the College and keep pace with the evolving technologies
- Continue to strengthen the collaboration with Information Services to better use updated technologies in support of teaching, learning and research.
- The Library will work with College Advancement in garnering efforts to fundraise for the purpose of establishing a full-fledged Library Commons with appropriate staffing support.
- Access Services will continue to enhance its electronic presence by activating more applications for easy access and delivery.
- The Library will work collaboratively with classroom faculty to establish a coherent and comprehensive Information Literacy program that incorporates assessment.

APPENDIX: Figures Referenced in Narrative

figure 1: Operating Budget

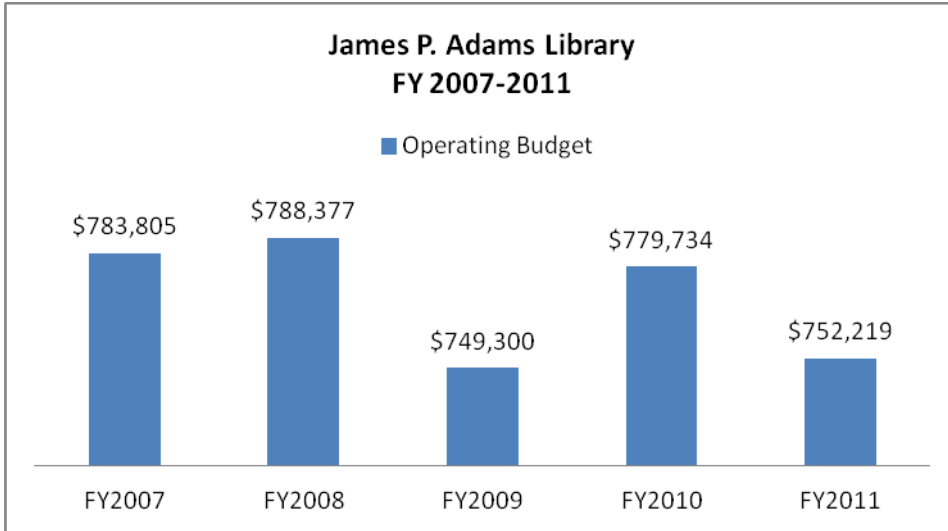


figure 2: Personnel

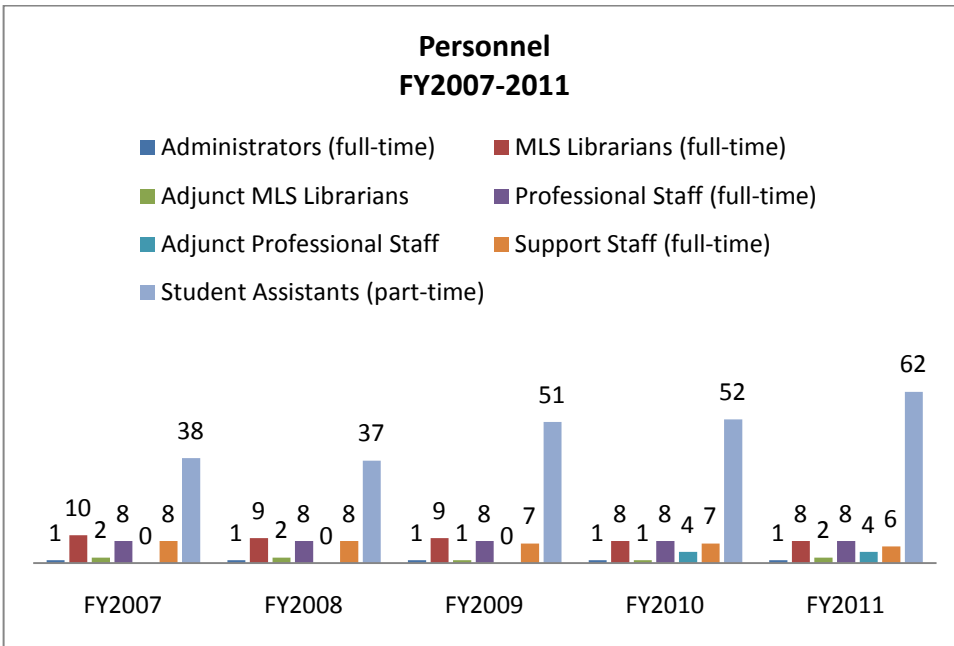


figure 3: Library Instruction

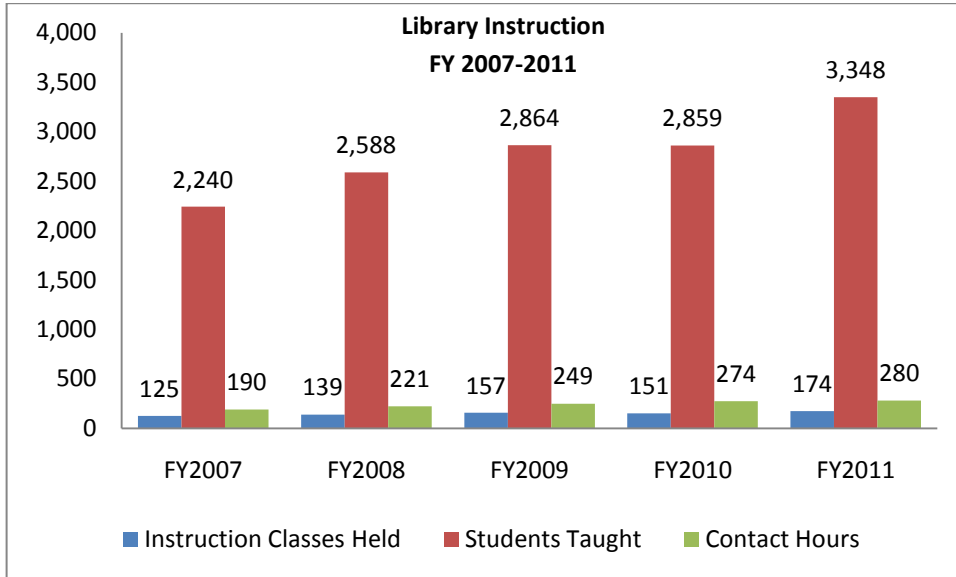


figure 4: E-Journals

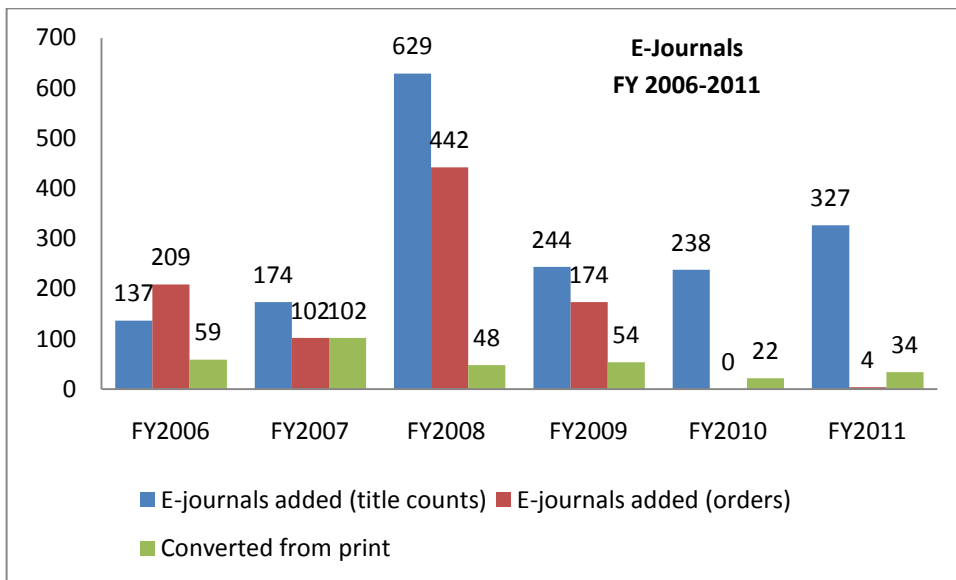


figure 5: Databases

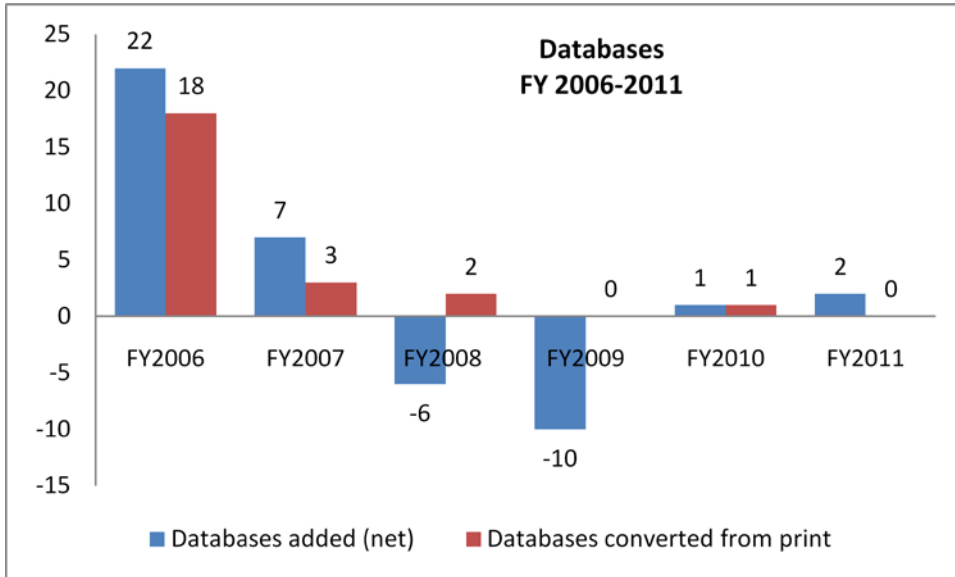


figure 6: E-Knowledge Resources

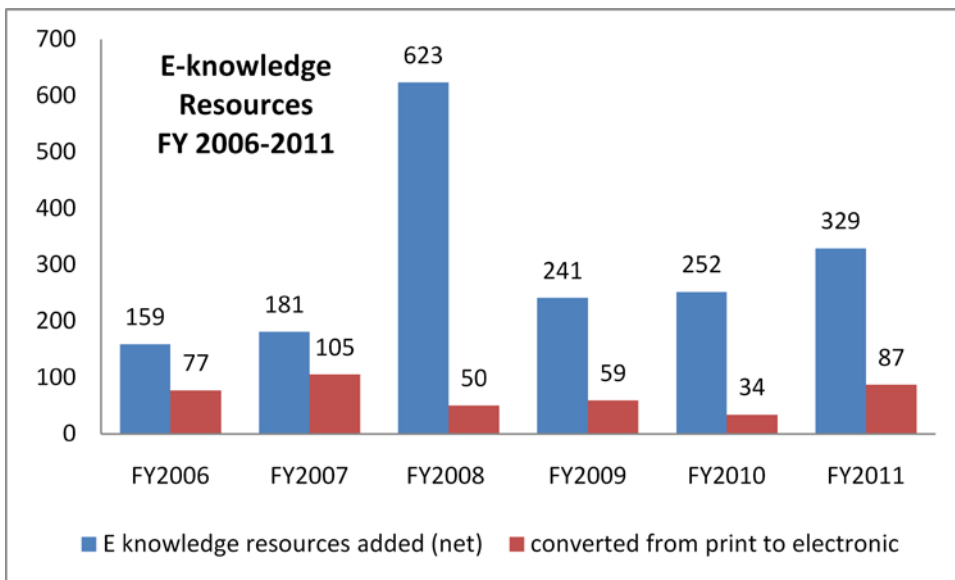


figure 7: Database Subscriptions

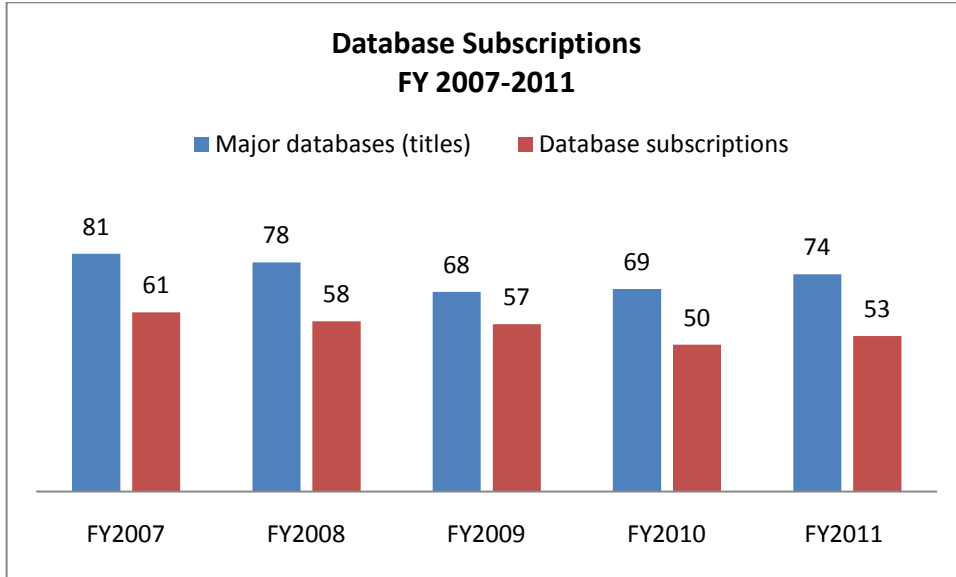


figure 8: Periodical Titles

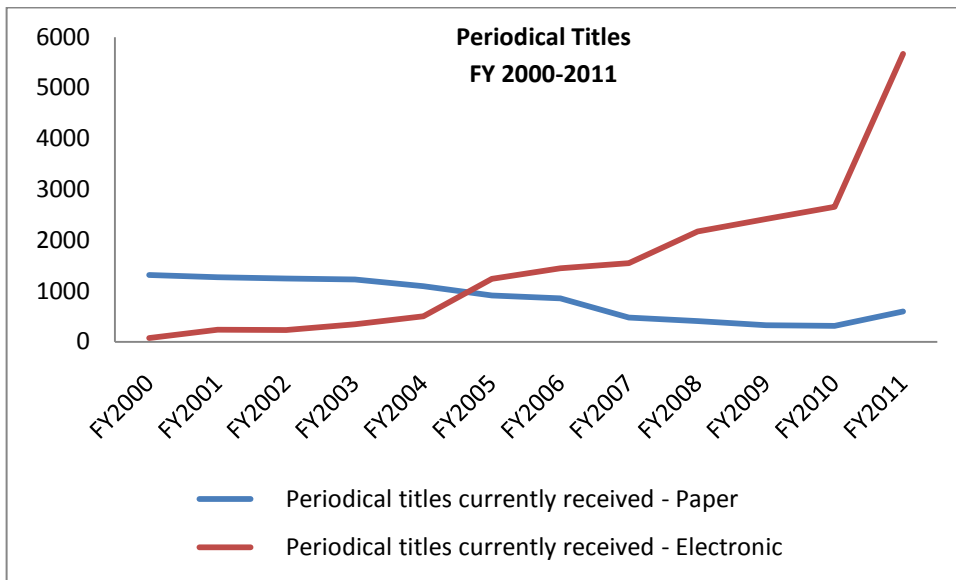


figure 9: Cataloging

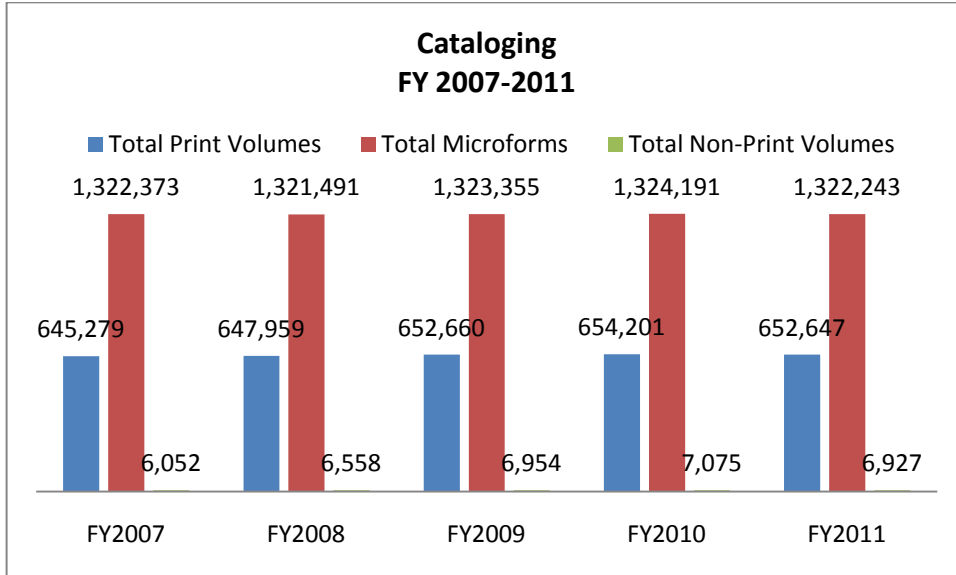
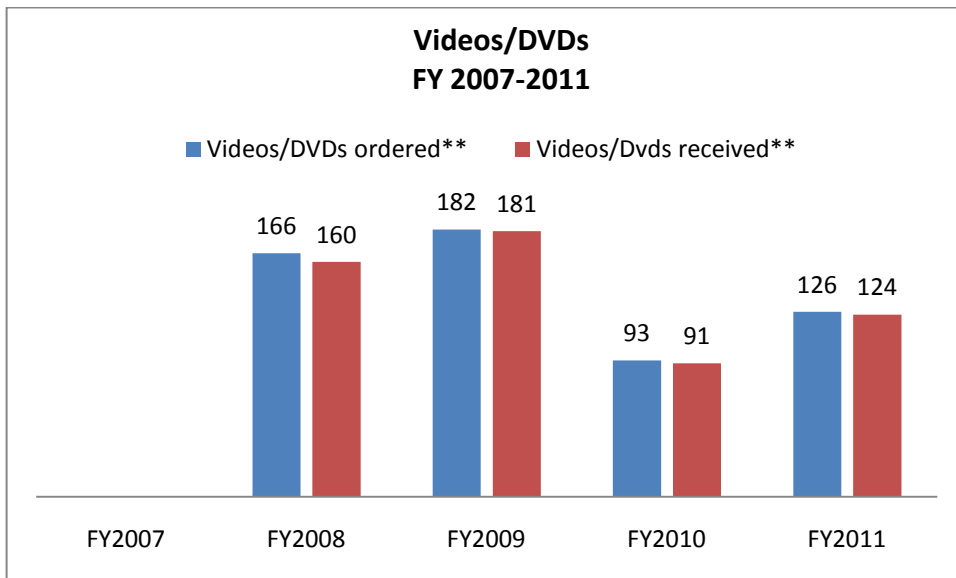
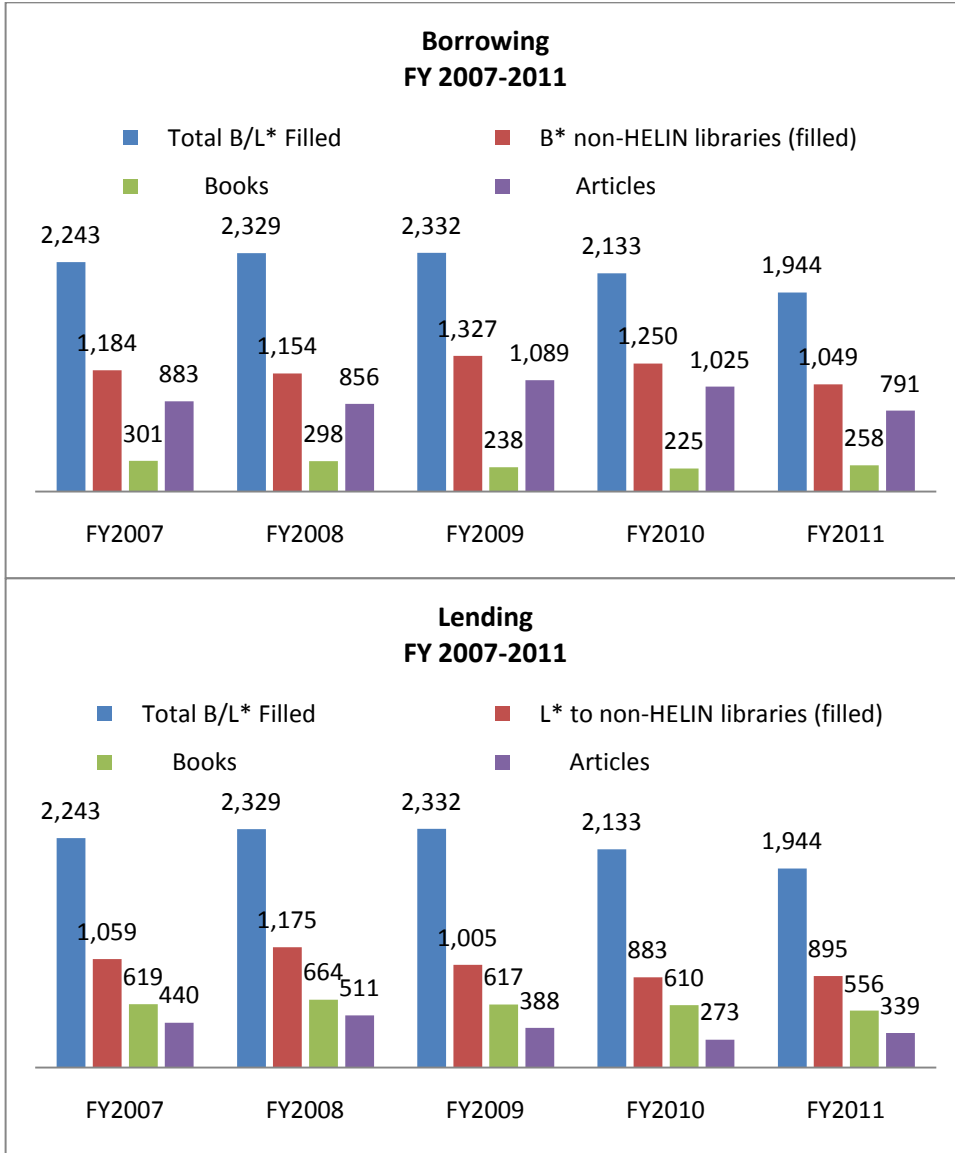


figure 10: Videos/DVDs



**these figures were new for FY08

figure 11: Document Delivery/Interlibrary Loan: Borrowing/Lending



*B/L – Borrowing and Lending; B – Borrowing; L - Lending

figure 12: Circulations

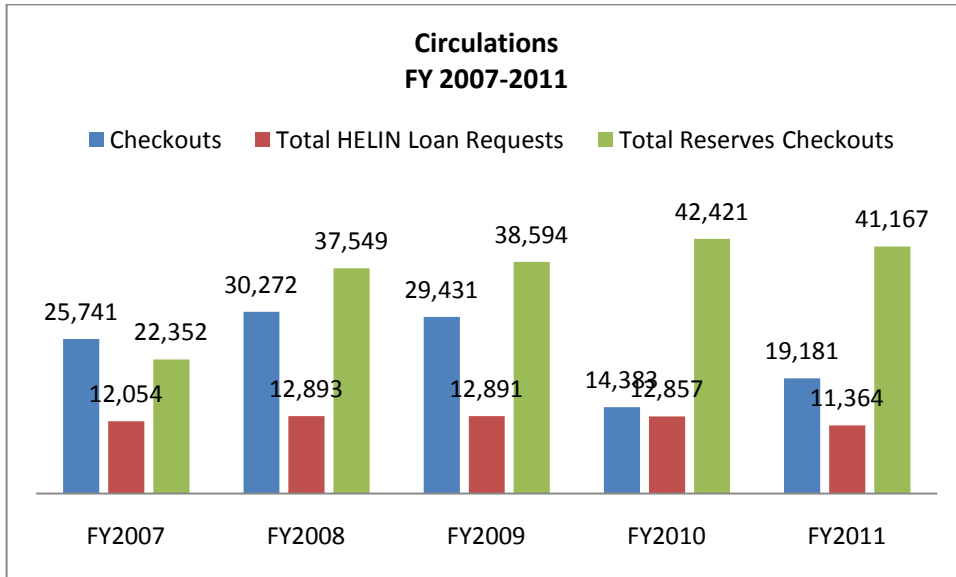


figure 13: Web Trends

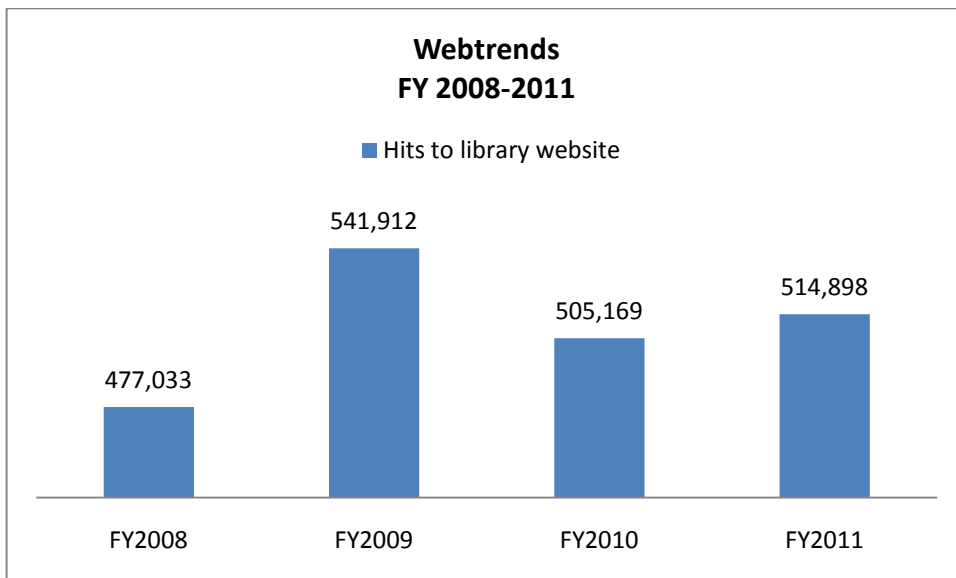


figure 14: Gate Counts

