University of Wisconsin-Stevens Point

Annual Report 2012-13

Albertson University Library

The Albertson University Library provides information resources and services, technology training, and academic tutoring across the disciplines on campus in support of student and faculty academic success. During the 2012-13 Academic Year the University Library was joined by Student Academic Advising, Tutoring Center, Disability and Assistive Technology Center, and the Career Center to develop the new division of Academic Success. This year has been a year of reorganization, reflection and change for all staff within this new division. The University Library continued to provide excellent and relevant services to all students, faculty and staff. Library Faculty participated in both internal and campus-wide committees and major initiatives. Marketing and Outreach continue to be a priority for the University Library and this year we focused on promoting collections, targeted outreach to living units, and promoting the work of scholarship by faculty and student.

Instruction Service

The demand for library instruction continues—both for class and one-on-one sessions. 330 group sessions were taught in 2012-13; the highest figure ever (10% higher than the previous high). 168 one-on-one sessions were provided; 18% above the previous high. Since 2006-07, the demand for instruction by English composition instructors has leveled off, moving within 92 to 122 sessions per year, with no apparent trend. However, while traditionally demand in the fall for these sessions has been considerably lower than in the spring, it was the highest ever this last fall. Whether this is the beginning of a trend remains to be seen. A stampede for library sessions in connection with the recently introduced First-Year Seminars has not happened (so far). There was a modest increase from 22 requests a year ago to 27 this year.

- **Spring 2013** we taught a total of **166 sessions** to **4,564 students** for a total of **170 hours**.
  - Compared to **Spring 2012** - total of **144 sessions** to **4,237 students** for a total of **151 hours.**
- **Spring 2013** we taught a total of **75 one-on-one sessions** for a total of **58 hours**
  - Compared to **Spring 2012** - total of **70 one-on-one sessions** for a total of **55 hours**
- **Three sections** of **LR101** this semester were taught by **Scott, Terri** and **Mindy**.
- **Three sections** of **LRES380** this semester had three interns overseen by **Terri, Patti** and **Nerissa.**
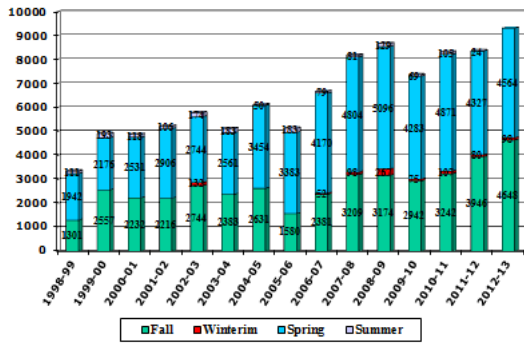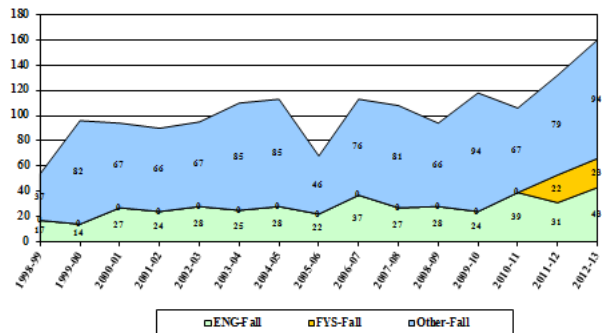
BI—Number of Sessions
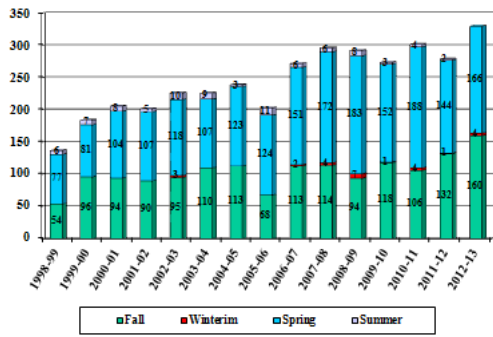
BI—Hours
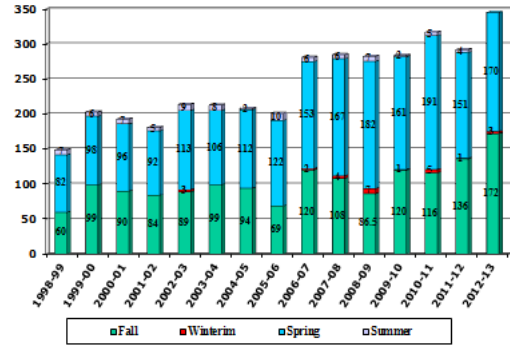
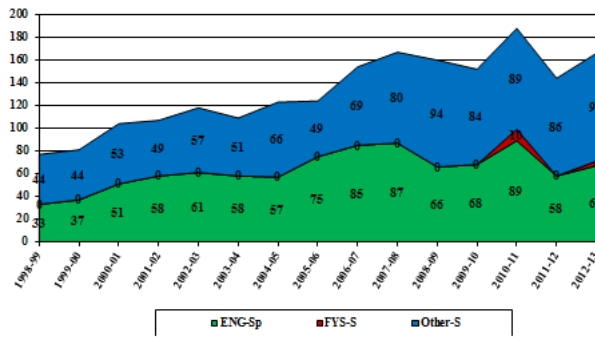## BI—Number of Students Served
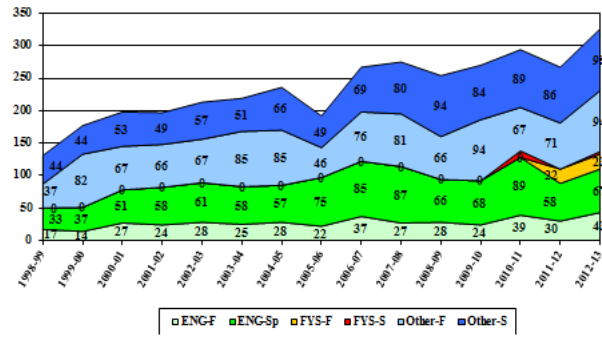### (sum of student counts in the various sessions)

BI—Number of Sessions by ENG 101/102/150/202, FYS, and others
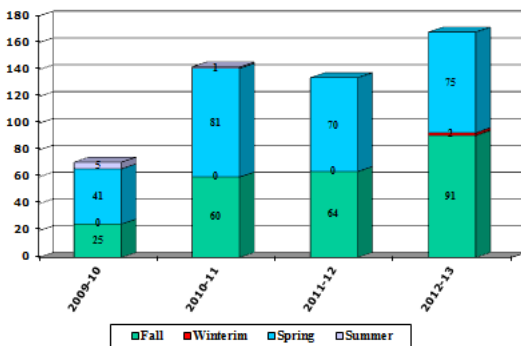### Fall only

BI—Number of Sessions by ENG 101/102/150/202, FYS, and others
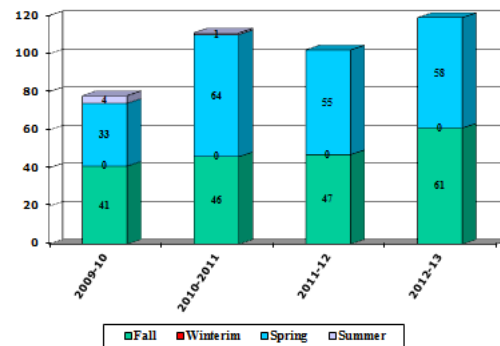Spring only

BI—Number of Sessions by ENG 101/102/150/202, FYS, and others
Fall & Spring

Major individual consultations—occurrences

Major individual consultations—hours

Acquisitions, Gifts, and Collection Development

Cooperative planning and Collection Development In FY 13, Collection Development and Acquisitions again partnered with the College Deans, providing matching funds in support of two-year library purchases for twenty-five new teaching faculty members. Acquisitions continue to partner with the campus **First Year Initiative** through our special **First Year Seminar Fund** line used in support of requested library materials. New for FY13 and beyond, Library Acquisitions partnered with Library Administration to establish a new '**Core Collection' Fund Line** to fund the purchase of Core titles in support of all departments, curricula changes, growth initiatives, and retention. Core Funds now supersede any departmental library allocation lines by directly funding the acquisition of identified core titles and enhancing the Library's collection.

Collection Assessment: These **Core Funds** are an instrumental facet of our ongoing collection assessment project and the Library's compliance with national bibliographies such as *Resources for College Libraries* (RCL web.) In FY13, Collection Development began a full collection assessment and weeding project of the Library's print monograph holdings. This Collection Assessment Project will continue for the next several years. Our collection assessment project incorporates *Bowker Book Analysis System* (BBAS), which enables us to electronically compare our library collection against RCL. With RCL providing a list of over 75,000 core titles in 117 subject areas essential for undergraduate study. BBAS then leverages the enriched data in *Books In Print* (BIP). This three-point e-system provides a comprehensive look at our collection, comparing each item against all editions and formats of each title. Our Collection Assessment audience includes all UWSP academic departments and their faculty/staff members. A key element is the importance of communication, with full participation by all subject librarians/LIAISONS and dept. LIBRARY REPS, and their colleagues. Potential items to be weeded are listed on public online portal for review and input by the appropriate faculty.
<http://libraryguides.uwsp.edu/ca>

Other Collection Development highlights: 1) Our Collection Development Group approved the purchases of additional JSTOR collections, Arts & Sciences VII, (and V & VI pending necessary funding.) Also, newly added for FY13 were four Alexander Street Streaming Video Collections: *American History in Video*; *Black Studies in Video*; *Ethnographic Video Online*; *Filmakers Library Online*. The licensing of the Alexander Street Collections (ASC) adds to the Library's promotion and accessible inclusivity of diverse collections. 2) Cooperative planning between the University Library and UWSP Information Technology continues. For FY14 Student Tech Fees will continue to support several electronic resources, including: ArtStor, Science Online, Films on Demand (Films Media Group), EBSCO SportsDiscus, EBSCO Mass Media & Communication, JSTOR Life Sciences, Ancestry Library Edition, and the four newly acquired ASC streaming video collections. 3) Library Acquisitions successfully completed its work with Graduate Council & shared governance, extending the e-Thesis requirement to all UWSP Colleges. Further, building on an extension of the basic tenet of electronic access, Acquisitions began the processes of digitalizing the Library's existing thesis collection. Using its collaborative network with all campus departments, Acquisitions is reaching out to departments, graduate advisers, and alumni who might be willing to donate print copies of thesis, which then can be broken-down for scanning and forego any re-binding expenses. To date, Acquisitions have digitized 687+ bound theses, and linked these to the online catalog, 700+ bound theses remain to be scanned. Also, working cooperatively with other LRC units, Acquisitions digitized 35 key Reports of the Museum of Natural History papers, and 51 WSU-SP/UWSP Yearbooks.

Gifts: An Olenka Soroka Memorial deemed UWSP Foundation donations will go to the University Library. Olenka's husband was a professor of history at the University, while she earned honors for more than 20 years of service on the staff of the University Library. The Soroka family had been part of the Polish military resistance in Poland during the World War II. Acquisitions continue to use donated funds to acquire books on polish history, education, and culture for the Library's stacks and Reference collections. All purchased titles are identified with Soroka Memorial Book Plates.

Collection Development/Acquisitions

(Goals remain relevant, are updated and ongoing)
Goal 1: Develop, advance and support innovative collection development initiatives and strategies.
1.1 Optimize collection development financial resources.
  Review of library allocation system for relevance in today's environment.
    o Ongoing evaluation of allocations and creation of new allocations for growth
    o Extend cooperative program of matching funds for new faculty to two-year FY cycle
  Gather and analyze available usage statistics to identify high and low use resources.
    o Ongoing throughout renewal processes
  Pursue additional opportunities for UW System resource sharing.
    o CDC consortium efforts are currently involved in strategic assessment of SEC
  Pursue alternate funding opportunities.
    o Ongoing budget planning with Library Administration
    o Ongoing annual assessment of acquisitions budget, making adjustments within acquisitions fund lines, shifting funds toward e-resource lines
    o Participate in campus forums and initiatives;
1.2 Assess collections for support of curriculum, currency and coverage.
  Drafted policy and procedures for collection assessment, organization and maintenance
    o Collection Assessment Policy now in place and evolving with
    o Est. FYS allocation/fund line
    o Est. Core Collection Fund Line (RCL) directly funding the acquisition of core titles - superseding department allocations for identified core titles
  Emphasis on collection assessment and weeding, develop timeline, policy and procedures.
    o Collection Assessment underway – projected minimum two to three-year plan.
    o Initial two-year license for three part Bowker Book Analysis System
    o Acquisitions/Cataloging are collaborating on facilitating collection assessment project

- o Ongoing involvement with academic departments/faculty; building on liaison and library representative network.
- o Acquisitions refinement of ordering, receiving, and processing workflows
- o Enhanced electronic item request form and fund reports
- o Enhanced gift processing and assessment
- o Enhanced ongoing Book Sale for varied pricing and to incorporate select withdraw titles
- o Worked toward revival of annual Book Sale (unfortunately dismissed by Outreach)
- o Now working toward agreement with Better World Books for withdrawn titles and select gift items

1.3 Enhance access to collections with the use of technology.
    Pursue opportunities to digitize unique resources.
- o E-thesis project; Campus Yearbooks, Museum Reports

    Continue to transition appropriate collections from print to electronic
- o Est. eBook fund line (annual allocation)
- o eBook Demand Driven Acquisitions (DDA) project with YBP/ebrary/EBL/EBSCO
- o Firm order select eBook titles
- o Collaboratively adding and evaluating e-Reference Collection

1.4 Promote and increase the accessibility and inclusivity of collections such as videos/DVDs
- o Employing "Replacement Funds for upgrading VHS to DVD/Streaming
- o Increase e-Reserve allocation. Pilot eBook project for e-Reserve
- o Addition of Films on Demand and Alexander Street Streaming Video collections
- o Numerous other digital streaming licenses for curricula needs and growth initiatives

Goal 6: Create a forward thinking, dynamic organization that is responsive and flexible.   6.2 Foster an organizational culture that promotes fluid staffing.

    Assessed/enhanced acquisitions workflow patterns, developed collaborative workflow with cataloging unit, and in support of eBook DDA program and collection assessment project. Retooled LSA Senior job description; now doing S&S to fill position.

Nelis R. Kampenga Archives and Area Research Center

Changes in staffing
Lee Steiner is our new Records Manager/Assistant Archivist. She began working here March 2013.
- Full time LTE Diane Lang, who worked in the Archives for five years assisting with reference and projects, left to take a permanent position at the Portage County Public Library in May 2013. She continues to work a few hours a week in the Archives.

Community Outreach/Events
- **Presentation & Genealogy Session,** "Using ArCat and Other Online Genealogical Tools, Waupaca County," Waupaca Area Genealogical Society, UWSP, 9 August 2012
- **Presentations & School Preservation Survey**, "Basic Preservation for Paper and Photographs," two age appropriate sessions for K-2 & 3-5, Maplegrove Elementary School, Athens, WI, 18 September 2012
- **Presentation & Genealogy Session,** "Overview of the Genealogical Resources of the Area Research Center Network," St. Paul's United Church of Christ, Wausau & Stevens Point Area Genealogical Society, UWSP, 7 November 2012
- **Presentation,** "The Area Research Center Network: Its Resources and How to Find Them," Wisconsin State Genealogical Society, Gen-O-Rama, Wausau, WI, 5 April 2013
- **Genealogy Session,** Langlade County Genealogical Society, UWSP, 10 June 2013
- **Genealogy Session,** Northern Pines Genealogy Society (Lincoln County), UWSP, 20 June 2013

Reference and Related Area Research Center Network Transfer Service
- Provided on-site reference service to 1193 researchers.
- Provided email and mail reference service to 1339 researchers.
- Provided reference service over the phone to 420 researchers.
- One-on-one scheduled student reference appointments, 84 appointments (65 hours), 2012-13 academic year.
- Transferred 233 collections for our researchers. Undergraduate research requests comprise the majority of transfers from the Wisconsin Historical Society and other Area Research Centers to the UWSP ARC.

Collection Development
- Accessioned 152 linear feet (LF) of manuscripts and records.
- Deaccessioned 185.5 LF of records. UWSP records were deaccessioned using existing state approved Records Disposition Authorizations and UW-System General Schedules.
- Arranged, cataloged and created finding aids for 154 LF of material.
- Records Management
  o Submitted 31 closed or superseded Records Disposition Authorizations (RDAs) for approval by the Wisconsin Public Records Board.
  o Weeded duplicate and obsolete RDAs in both hard copy and electronic formats.
  o Organized electronic and hard copies of RDAs by status (active, closed/superseded).
  o Assisting another UW Records Officer with the updating of the UW-System Motor Fleet General Records Schedule.
  o Created spreadsheet of all RDAs to keep track of life cycles and current dispositions.
  o Created spreadsheet of all records series for intellectual organization.

- Special Collections
  o Unorganized assassination & fascism material from Assassination Collection Room was converted into archival collections. These collections are arranged and finding aids completed:
    ➢ James & Jenifer White Collection (UWSP Coll. 93)
    ➢ Clayton Ogilvie Collection (UWSP Coll. 95)
    ➢ Assassination Periodicals Collection (UWSP Coll. 96)
    ➢ Ted Gandolfo Collection (UWSP Coll. 97)
    ➢ David Wrone Collection (UWSP Coll. 98)
    ➢ Arranging, preserving & describing:
    ✓ Harold Weisberg Collection (UWSP Coll. 94 – first phase was completed as an internship project, fall 2012. Projected completion summer 2013.)

- Digitization & Web Projects
  o *Pointer* digitization project, Summer 2012 to date
  o Yearbook digitization project, core component completed 2012 (supplements to be added)
  o University of Wisconsin Archives Council / University of Wisconsin Digital Collections Center Historic Photo Project, *History of UW-Stevens Point,* January 2012 – August 2012
    - Added 2 text sources, 104 photographs and corresponding metadata.
    - http://digicoll.library.wisc.edu/UW/subcollections/UWSPAbout.html

- Area Research Center

- House the David Obey Papers for the Wisconsin Historical Society, 476 linear ft. Transfer to the UWSP ARC was completed in June 2013.
- Obey photo collection will also be housed here in the future.

- LibGuides created or updated for History 300, English 150, Communications 192 and genealogy. Completed fall
- Worked with Building Manager Heather Springer to insure that all deselected materials were properly recycled.
- Waushara County Naturalization Indexing Project, September 2012 to date
  Coordinate joint Waupaca Area Genealogical Society – UWSP Archives volunteer indexing of the county's naturalization records.

UWSP ARCHIVES AND AREA RESEARCH CENTER STATISTICS

Period covered: 1 July 2012 to 30 June 2013

1. Hours   Average hours *open* per week: school year   38.75   summer   38.75
Average *staff hours* per week: professional   40 (L. Steiner started on 3/4/2013)
LTE   48 (D. Lang left FT 5/2013)
classified   0
student assistants   39 (varies during semester)
interns   7 (L. Kurth, H399, fall 2012)
TOTAL   134

2. Collections	Last year's total		Additions		New total	
	linear ft.	reels	linear ft.	reels	linear ft.	reels
ARC public records	2005	271	9	0	2014	271
ARC manuscripts	674	57	490	0	1164	57
UWSP archives	5747	2098	87	10	5834	2108
UWSP manuscripts	221	3	56	0	277	3
Portage Co. Historical Society collections	1188	50	11	0	1199	50

3. Accessioned material   UWSP linear ft. 151   PCHS linear ft. 1   Total linear ft. 152

  Deaccessioned material[1]   UWSP linear ft. 185   PCHS linear ft. .50   Total linear ft. 185.5

  Processed material   UWSP linear ft. 143   PCHS linear ft. 11   Total linear ft. 154

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[1] **Deaccessioning** of UWSP material was accomplished through ongoing records management efforts, including state approved Records Disposition Authorizations and UW-System General Schedules.

4. Daily patron data

Total daily registrations[2]   1193

July	61	Oct	219	Jan	58	Apr	116
Aug	71	Nov	140	Feb	58	May	79
Sept	146	Dec	36	Mar	163	June	46

Type of patron (daily count)

UWSP students   576
UWSP faculty & staff   84
Non-campus researchers   533

Reason for use[3]

UWSP administrative   35   Local history, misc.   234
Scholarly   104   Business/commercial   48
Class assignment   566   Legal   4
Genealogy   202

5. Collections used by patrons during visits[4]

ARC   428
UWSP   597
PCHS   168

6. Offsite reference requests

(list only substantive requests)[5]

Email/fax/mail 1339

Phone   420
TOTAL   1759

Reasons for substantive requests:

UWSP class assignment   472
UWSP administrative   302
Genealogy   353

Other[6]   632

TOTAL   1759

7. Tours, presentations, events

	No. of events	No. of participants	Hours
UWSP BI sessions	13	294	12
UWSP 1-on-1 appointments	84	84	65
Non-BI Presentations[7]	7	240	11
Genealogy research nights	4	34	12.5

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[2] **Daily patron count** Individuals are counted once each day they visit and makes use of collections. Do not count tour participants unless they use collections. Do not count class presentations unless the students use collections or complete an exercise during the presentation. Do not count students in the archivist's classes when they meet in the Archives. When UWSP staff calls or emails for material and then pick it up to use at their unit, it is counted in the offsite request's category (no. 6). Patrons checking out microfilm to use elsewhere in the library are counted as a normal daily patron visit.

[3] **Daily patron count – reason for use** Each patron is entered in only one category per day.

[4] **Usage of materials** Counted once per visit based on which institution owns the primary collection that is used. Some researchers may use collections from all three collections during a visit. Staff decides which institution's collection is the primary focus of the visit for statistical purposes.

[5] **Reference requests** Substantive requests include looking up information, or discussing holdings, research methodologies or class assignments. Pulling personnel files, student health records, and other UWSP records for staff are also counted here. Substantive requests do *not* include answering simple questions about hours or how to find the facility.

[6] **Other** category includes scholarly, legal, business/commercial and local history off site requests.

[7] **Non-BI Presentations** includes presentations given to National History Day and other K-12 groups, genealogical and local history groups and non-BI UWSP groups.

	TOTALS	108	652	100.5

8. Transfers8

Collections transferred **from UWSP to other ARC's**		233
Collections transferred to our ARC from **other ARC's**[9]		34

Interlibrary Loan

1. Highlights/Major Accomplishments

   - Addition of Sue-Marie Rendall to provide borrowing services and Jennifer Huffman to coordinate Interlibrary Loan (ILL) with Periodicals.
   - Transition of ILL into a new service unit that includes ILL and Periodicals.
   - Reduction of IFM debit to credit cost ratio, thereby reducing library costs.
   - Replacement of outdated hardware, additions of new hardware, upgrades in software, and enhancements of forms and workflows resulting in reductions of the number of backlogged requests, decreased turnaround times for borrowing and lending, and increased staff productivity.
   - Development of the on-campus document delivery service leading to increased library services.
   - Upgrade to *ILLiad* 8.4.0.
   - Attendance at the annual CUWL conference.

2. Progress on Goals/Action Plans for 2012-13

   The 2012-13 action plan for ILL identified the need to train and support the new Serials/ILL librarian, which has occurred over the course of the year. Lin Vogel and Sue-Marie Rendall have been instrumental in Jennifer Huffman's training. Sue-Marie Rendall has continued her training on the borrowing side of ILL and she has become a key member in the Unit. Lin Vogel has been instrumental to the successful training and coordination of everyone in the unit including all students and staff. Finally, the ILL Unit was merged with Periodicals so that work could be integrated where possible resulting in more efficient workflow and improved library services. Monthly unit meetings are held with ILL and Periodicals staff to increase awareness of services and opportunities for collaboration.

   The 2012-13 action plan identified the need to evaluate and implement the recommendations of the WiLS workflow analysis. Much of this was dependent on the replacement of outdated hardware via cascaded hardware, installation of new hardware, software upgrades, and form/workflow enhancements. For hardware, a new ILL scanner was purchased resulting in two scanners in ILL. With two scanners, we have increased staff productivity, reduced the number of backlogged requests, and decreased turnaround times. The new scanner also facilitates scanning of tightly bound and odd sized items, resulting in fewer request cancelations. It has also helped staff prepare for the new on-campus document delivery service that will be provided by Periodicals in 2013-2014. We also upgraded the main scanning station PC as well as the OS software on the main and student scanning station PCs. Finally, the *Odyssey Helper* software was added to Jennifer Huffman's PC, the main scanning station, and the student station so that it can be used in the batch delivery of

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8 Transfers Collections sent are counted, not the number of boxes transferred. Count one transfer each time a request is made, even if involving different parts of the same collection for the same patron, but do not separately count multiple shipments for the same request. Do not count registers.

[9] **Transfers to UWSP** are nearly all incoming collections supporting undergraduate research projects.

articles requested through the on-campus document delivery service. A major *ILLiad* upgrade to version 8.4.0 occurred in June.

Lin Vogel identified the need to eliminate *Ariel* from the ILL workflow and add the *Article Exchange* software. Lin also saw the need to make changes to many of the *ILLiad* templates including the addition of copyright statements, redesigning book straps, and automating over dues, all of which led to smoother workflows and decreased turnaround times for both borrowing and lending.   Because of the elimination of many of commercial document delivery options through WiLS, the *Get It Now* software add-on was installed and tested. This software will allow Sue-Marie to obtain articles directly from the Copyright Clearance Center at low cost and it is expected to be used at full scale beginning on July 1, 2014. Sue-Marie and Lin also recommended adjusting our IFM charges which resulted in balancing the borrowing/lending charges and a reduction in the IFM debit to credit ratio (average ratio pre-IFM adjustment was 1.82 while the post-IFM adjustment is 1.00). Finally, all ILL staff attended the annual CUWL conference.

Periodical Services

Highlights/Major Accomplishments
- Microfilm weeding project completed.
- Continued training of Acquisitions staff in quality binding of print journals, updating serial bibliographic records, and maintenance of bindery records for online and print journals.
- Updated Periodicals Desk Student Manual.
- Continued migration of print to online journal access.
- Voyager upgrade.
- Preparation to receive microforms from Government Documents.
- Initiation of Compact project.
- Transition of Periodicals into a new service unit that also includes Interlibrary Loan.
- Addition of Jennifer Huffman to coordinate Periodicals with ILL.
- Replacement of outdated hardware, additions of new hardware, and upgrades in software resulting in increased staff productivity and provision of a new service.
- Development of the on-campus document delivery service leading to increased library services.

Progress on Goals/Action Plans for 2012-13
1. Explore opportunities resulting from closer relationship between Periodicals and ILL. *Completed.* During the year, Periodicals merged with ILL into one unit so that work could be integrated where possible.   To increase awareness and collaboration on services, monthly unit meetings have been held and have resulted in more efficient workflows and improved library services.

2. Review and discuss Periodical Photocopy Request service. *Completed.* The on-campus document delivery service (i.e. the periodical article copy service project) is being piloted during the Summer Semester 2013 and will be fully implemented in Fall 2013.

3. Review claiming procedures for efficiency, especially the use of EDI and the number of staff involved. *Delayed to 2013-2014 Action Plan.*

4. Review appropriateness of titles on the bindery list. *Ongoing and still under review.*

5. Begin development of procedures to gather and analyze usage statistics of online periodicals. Utilize functionality of USTAT. *Delayed to 2013-2104 Action Plan.*

6. Continue to work with Acquisitions staff on the bindery. Train new acquisitions staff person when hired to completely take over the process. *Partially complete and partially delayed to 2013-2014 Action Plan.* Sara continued to train the new Acquisitions staff person in quality binding of print journals, updating serial bibliographic records, and maintenance of bindery records for online and print journals. The backlog of journals needing binding, that had been created when Periodicals lost one FTE in the March 2011, has now been eliminated.

7. Learn and implement Primo (and possibly Alma) into the Periodicals workflow. *Completed for Primo. Alma, or comparable ILS, has not yet been selected.*

Access Services

Partnerships:
-Continued collaboration with IT to continue to provide laptops for checkout by students.
-Piloted collaborative staffing model with 3rd floor IT student lab workers.

Student success/First year initiatives:

Participated in the annual Student Involvement Fair; provided informational materials and support for residence hall staff to provide for 1st and 2nd year students.

Outreach/marketing activities:
Provided ongoing support for Library's outreach programming, including the Hootenanny, Jazz and Poetry Night, Faculty Scholarship and Creative and other events and displays.

Short reaction statement to progress on last year's action plan:

Mark and Denise assisted with the training of our new interlibrary loan staff person and the Serials/ILL librarian. Mark continues to advice and provides hands-on support as needed. Denise also serves as a back-up for ILL staff on request, and her students assist ILL during slow periods.

ALMA implementation was postponed to allow for CUWL to do an RFP process. Primo implementation has been ongoing, however.

The Access Services staff continued to provide support for outreach and marketing planning and program support, including the Hootenanny, Jazz and Poetry night, and the Faculty Scholarship event. Andy and the students create posters and signage, send out MOD and SMOD's, email notices, etc.

Reference Services

Finished weeding Reference collection summer 2012 - Project started in 2010, was suspended in 2011 while Reference Room was renovated and the collection put in temporary storage, then finished in summer 2012. This was the first major review of the collection in over 20 years.

Reference statistics - We are now collecting more frequently using Gimlet. We used to collect only in one "typical week" per year using a manual tally. From Jan. 1, 2013, until the end of the semester on May 17, 2013, we recorded 1491 reference questions. This does not include directional or IT questions. Of this total, 1268

required 0-20 minutes to answer and 223 required more than 20 minutes to answer. Participating desks include Reference, Archives, and occasionally Periodicals. Circulation and sometimes Periodicals still rely on manual tallying. This year the circulation desk recorded 131 questions in April, which I did not include in the above totals which represent activity over a much longer period of time. Gimlet and year-round collecting is a good match, but it still does not accurately capture the level of reference activity throughout the library. Because this is the first year we have collected statistics over an entire semester there is no comparable data.

Jennifer Huffman joined the Reference staff fall 2012

Library Faculty supervised four LRES380 internships 2012-2013 - Nerissa Nelson, Terri Muraski, and Patti Becker supervised the interns. Projects included transferring information from the Virtual Reference Desk to LibGuides, creating LibGuides from scratch, assisting with/shadowing at Reference, updating a Career Services list of library resources, assisting with weeding, and helping grant seekers who are setting up a charter school.

Scott Piepenburg joined LR101 teaching rotation spring 2013

Progress on Goals/Action Plans for 2012-13

2012-2013 Reference unit plan and progress:
- relocate NYT indexes and Contemporary Authors to Ref (done)
- assist as needed with relocation of indexes and abstracts currently shelved in third floor south (underway, spearheaded by Yan)
- use Gimlet to gather reference questions and provide data for staffing and assessment (ongoing). We agreed that if time is short, it is more important to record the questions than the answers.
- finish review of reference standing orders (ongoing)
- add new faculty member Melissa Engleman to reference rotation (will do next fall)
- address assessment (not done)

2012-2013 LRES unit plan and progress:
- Promote LR101 more (ongoing)
- Work on all-online option (Terri is doing this)

Marketing and Outreach – Marketing and Outreach continues to be a priority. This emphasis this year has been on standardizing all communication tools and written promotional materials through a collaboration with campus design faculty and students. A new brand was developed and all promotional literature was evaluated and edited for content and design.

Through a collaboration with Deans, Academic Departments and faculty, a student scholarship promotional digital display was designed and installed on 2nd floor.

The library continues to collaborate with the Art Department and several new student art installations were installed this year.

Outreach to faculty and students continues to be a priority. More emphasis has been put on seeking student marketing for living units and student organizations.

We continue to offer opportunities to faculty to participate in workshops and informational sessions as well as the annual Scholarship and Creative Activity Reception.

Goals for 2013-14

1. Continue to assess and weed the book, media and periodical collections.
2. Continue to work with campus administration to plan for future LRC renovation.
3. Participate in the selection and implement the new state-wide Library Information System.
4. Continue to collaborate with campus instruction and first year programs to provide support and instruction.
5. Hire two library faculty positions to replace Patti Becker and Scott Piepenburg.
6. Fill Assistant Archivist position.
7. Continue to refine and revise instruction materials and services.
8. Continue to implement and enhance Primo user interface.
9. Continue to enhance the library web site and ensure the website is responsive to a variety of devices and complies to accessibity standards.
10. Transition VHS to DVD or streaming where possible.
11. Continue to work with IT to use D2L to make access to library resources more prominent.
12. Further develop eBooks@UWSP and Mobile Access to Library Resource LibGuides.
13. Work with UWDC to add collections such as the UWSP Yearbooks to their site.
14. Continue to transition appropriate collections from pint to electronic.
15. Continue to develop funding strategies and alternatives as the cost of materials and services continues to increase.
16. Pursue opportunities to convert resources and collections to a digital format for better access.
17. Continue to work with Deans, Departments and faculty to pursue collaborative opportunities to promote resources, services and facilities.
18. Continue to evaluate and upgrade equipment, facilities and services.
19. Continue to evaluate and revise services policies and procedures as needed.
20. Investigate new ways to engage students and faculty in the use of library facilities, services, and collections.
21. Continue to participate and contribute to campus-wide priorities and initiatives to meet the overall goals and objectives of the university.