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Annual Report for Academic Year

2009-2010

McKee Library Year in Review

Annual reports have value both as historical documentation and as an instrument for administration and personnel to see progress made as the department continuously strives to serve a diverse constituency with more and better information resources. Some of the major highlights at McKee Library during the 2009-10 school year include:

- **General Usage:** The gate count increased 10.2% in comparison with 2008-09 year from 240,249 to 264,983; circulation for books/media increased 51.8% from 15,053 to 22,851; number of database downloads increased 29.7% from 237,435 to 308,051.
- **Information Literacy:** For the first time this school year all incoming freshmen received library instruction as a part of the Southern Connection class. There was also an increase of 26.9% in the number of information literacy sessions taught from 104 to 132 and an increase of 25.5% in the number of individuals attending the sessions from 2,364 to 2,968.
- **Digitization:** McKee Library spearheaded institutional digitization initiatives to preserve and provide access to Southern's publications by completing digitization of *Southland*, *Triangle*, *Legacy*, and *Columns*. Digitization of *Southern Accent* is currently in process.
- **Events:** Library Lecture Series and other promotional events continued to attract a large audience. The Friends of McKee Library group has been established to bring arts and cultural experience on campus and to reach out to the community by providing "extras" that would not otherwise be possible.
- **Donation:** McKee Library received a significant donation of the Mark Twain collection, which includes books and other items and has the potential to put our institution on the map as a significant research center for the study of Mark Twain. A considerable monetary donation has been made to support the renovation of the library which will afford us a much needed increase in space available for student learning activities.

On behalf of the McKee Library team, I would like to thank the university administration for support this academic year. We look forward to refining and enhancing the services and resources for all students, faculty, and staff.

Josip Mocnik, Ph.D.

Director of Libraries

July 15, 2010

Eresources

<i>eResource Usage Statistics</i>					
<i>Database Title</i>	<i>Consortium</i>	<i>Discipline</i>	<i>Cost</i>	<i>Searches</i>	<i>Downloads</i>
ABI/Inform	ALICE	Business - General	\$4,938.00	2,688	3,067
Academic OneFile + General OneFile				25,792	25,936
Academic Search Premier	ALICE	General	\$16,790.00	54,070	22,306
Access Science	Lyrasis	Science	\$792.00	585	
ACM Digital Library		Computing	\$13,662.92		
AICPA Professional Standards		Business	\$395.00		
American Chemical Society Web Editions	Lyrasis	Chemistry	\$5,606.84	397	217
American National Biography	Lyrasis	General	\$786.00	1,167	1,613
Ancient and Medieval History Online		History	\$691.56		
Annals of American History Online		History	\$275.00	215	332
Annual Review of Biochemistry		Chemistry	\$257.87		
Annual Review of Ecology, Evolution, and Systematics		Biology	\$235.83		
Annual Review of Genetics		Biology	\$235.83		
Annual Review of Microbiology		Biology	\$235.83		
Annual Review of Physiology		Biology	\$257.87		
Annual Review of Plant Biology		Biology	\$257.87		
ArticleFirst				1,623	
ArtStor		Art	\$3,180.00	732	1,877
ATLA Religion/ATLAS	ALICE	Religion	\$4,608.00	5,813	1,617
Bio One		Biology	\$3,001.50		
Biological Abstracts		Biology	\$5,779.00	3,701	
Birds of North America			\$256.00		
Britannica Online		General	\$1,222.32	1,193	4,693
Business Source Elite		Business	\$14,461.00	7,701	7,685
Choice Reviews Online		Library	\$425.00		
CINAHL Full-Text	ALICE	Nursing	\$5,408.00	23,191	12,143
Classification Web		Library	\$525.00		
Communication and Mass Media Complete	ALICE	Journalism	\$4,568.00	6,206	3,109
Computer Database	TEL			1,771	3,044
CountryWatch	TEL	History	\$509.25	563	864
CQ Researcher Online	Lyrasis	General	\$924.00	1,056	918
Dictionary of Art	Lyrasis	Art	\$2,125.00	890	281
Dictionary of Music	Lyrasis	Music	\$2,125.00	2,071	2,711
Ebrary				3,140	132
Education Research Complete		Education	\$4,494.00	7,583	4,643
Enciclopedia Universal en Espanol		Modern Lang.	\$460.60		

<i>Database Title</i>	<i>Consortium</i>	<i>Discipline</i>	<i>Cost</i>	<i>Searches</i>	<i>Downloads</i>
EJS Enhanced Version				2,149	638
ERIC Fulltext				9,004	533
Expanded Academic	TEL			2,173	10,594
Facts.com Reference Suite		General	\$3,060.84	2,073	7,532
FirstSearch	TEL			20,717	396
FASB		Business	\$150.00		
Funk and Wagnalls New World Encyclopedia				2,628	1,411
Gale Virtual Reference Library	TEL			1,524	1,614
General Business File ASAP	TEL			891	222
General Business File International	TEL			140	118
General Reference Center	TEL			2,260	12,069
GreenFile				2,886	244
Health and Wellness Resource Center	TEL			11,580	11,634
Health Reference Center	TEL			6,774	9,782
Hoovers		Business	\$1,540.00		
IBISWorld		Business	\$8,000.00	1619	
Informe	TEL			1,249	1,037
IEEE		Computing	\$6,575.00		
International Encyclopedia of the Social...		Social Work	\$1,939.17	993	1,083
JSTOR		General	\$4,596.66	8,015	3,856
Junior Edition	TEL			2,387	7,497
KCDL		Education	\$800.00	54	153
Kids InfoBits	TEL			1,136	3,028
Lexis-Nexis Academic	Lyrisis	General	\$4,041.73	2,663	2,664
Lexis-Nexis Statistical	Lyrisis	General	\$929.04	902	483
Library, Information Sciences Abstracts				2,828	13
Literary Resource Guide		English	\$350.00		
Literature Resource Center	TEL	English	\$3,000.00	2,116	6,809
MAS Ultra - School Edition	TEL			3,120	7,888
Medline				9,077	2
Military and Government Collection	TEL			3,105	4,957
Military and Intelligence	TEL			2,409	11,285
National Newspaper Index	TEL			853	3,673
NetLibrary				1,907	1,856
OCLC Base Package + WorldCat		Library	\$3,827.88	13,945	
Opposing Viewpoints		English	\$3,952.46	11,144	10,112
OVID Nursing		Nursing	\$7,000.00	2,214	1,782

<i>Database Title</i>	<i>Consortium</i>	<i>Discipline</i>	<i>Cost</i>	<i>Searches</i>	<i>Downloads</i>
Oxford English Dictionary (OED)	Lyrasis	English	\$570.25	2,813	2,450
Oxford Reference Online Premium Collection Unlimited	Lyrasis	Library	\$1,976.00	3,479	638
Points of View				3,964	14,673
Primary Search				2,495	2,741
Pro & Con On-line		English	\$300.00		
Professional Collection	TEL			3,184	13,080
Proquest Dissertations and Thesis		General	\$10,350.00	2,147	1,409
ProQuest Historical Newspapers		History	\$9,330.00	1,992	826
ProQuest Religion				1,210	835
PsycARTICLES	ALICE	Psychology	\$5,105.25	19,549	19,255
PsycBooks	ALICE	Psychology	\$2,472.00	5,637	484
PsycINFO	ALICE	Psychology	\$4,975.00	10,973	4
RIA Academic Advantage		Education	\$3,060.00		
Religion and Philosophy	TEL			4,298	8,837
Research Starters - Business				12,639	38
Research Starters - Education				12,710	72
Research Starters - Sociology				65,574	774
Sage Premier -- Book Budget		General	\$20,000.00		
SciFinder Scholar		Chemistry	\$6,540.00	792	3
SDA Periodical Index		Religion	\$6,846.00		
Social Work Abstracts	ALICE	Social Work	\$1,886.00	3,915	673
SocIndex + Fulltext		Social Work	\$4,810.00	8,505	4,890
Student Edition				2,296	11,123
What do I read Next?				1,574	2,337
WilsonSelectPlus	Lyrasis	General	\$9,918.00	2,386	756
Totals 2009-10			\$237,391.37	460,815	308,051
Last Year				242,224	237,435
Research Starters (Not tracked last year)				90,923	

In the tables, a blank value in the “Consortium” column indicates that we subscribe to that database directly. A blank value in the “Price” column means that we have free use of that resource.

Circulation

2009-2010 Annual Report Circulation

The primary focus of the Circulation Department has continued to be customer service. The goal is always to provide the best quality assistance possible to all patrons and visitors of the library.

The Circulation Manager, student assistants, and evening supervisors have assisted patrons with checking out, renewing and returning library materials, accessing the library catalog, locating library materials, using the database and reference materials for research, as well as general information about the library. During the 2009-2010 school year there were 12 students who worked with the Circulation Manager. The statistics for the year reflect that there were 22,851 books/media items checked out at the library, which includes items on reserve at the Circulation desk. Circulation also recorded 18,680 books used in-house and laptops checked out 2,733 times. All 860 items received for Interlibrary Loan were picked up and returned at the Circulation Desk. Circulation workers were also responsible for supervising proper reservation of, sign-in, and providing access to Study Rooms 7,508 times during this year.

All requests to have materials placed on reserve are processed by the Circulation Manager and the student assistants trained in this process. As part of the Aleph system upgrade this year, the primary part of the reserves process was streamlined.

In order to improve services or meet new needs, several processes were added or changed:

1. The library purchased a Kindle, so the policy and procedures for its check out were formulated by the Public Services Team and put into effect by the Circulation workers.
2. The method of checking out reserve materials was changed from a manual card system to checkout by scanning in the Aleph system to facilitate the correct keeping of statistics.
3. The form for use of Lincoln Library materials was modified to better record the items used by each patron and to ensure the proper return of these materials to the TMC.

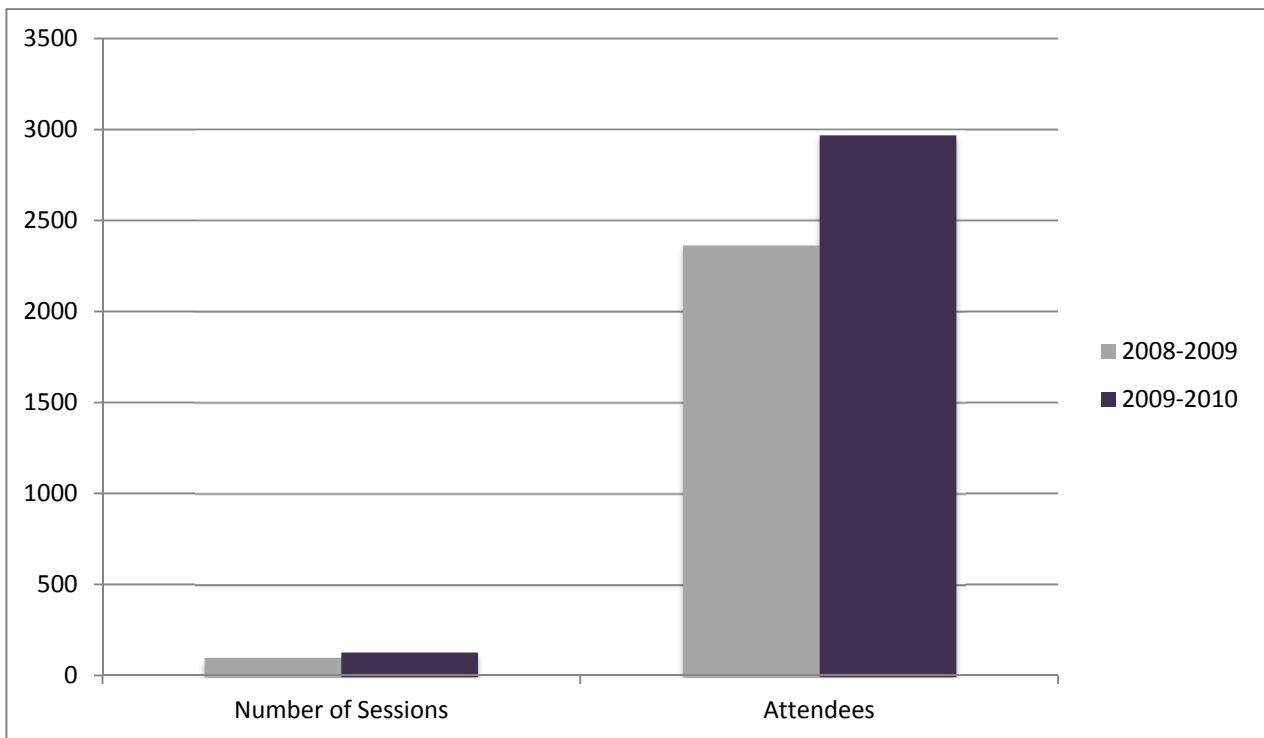
2009-2010 Circulation Loan Statistics							
2009-2010	Books/Media ¹	Laptops ²	Books used in-house ³	Periodicals used ⁴	Reference Questions ⁵	Study Room Reservations ⁶	Patron Count ⁷
June	736	13	839	452	467	135	5,100
July	763	12	1,039	497	655	87	9,102
August	1116	57	1,160	516	1,150	233	14,496
September	2296	344	2,679	1317	1,922	938	42,340
October	2972	343	2,415	1111	948	982	31,821
November	2984	374	3,050	1375	834	908	27,739
December	1262	260	816	488	554	586	20,687
January	1566	216	1,104	916	1,186	801	23,650
February	2340	312	1,776	953	1,028	980	26,588
March	3710	402	1,865	855	695	868	21,364
April	2279	382	1,540	815	708	937	37,930
May	827	18	397	401	240	53	4,166
Totals	22,851	2,733	18,680	9,696	10,387	7,508	264,983

1. Books refer to loans of book materials from the regular shelves upstairs. Media includes videos, DVDs, and any mixed media items or audio items.
2. Laptops are checked out on a four-hour basis for use inside the library.
3. In-house books are materials that are not checked out, but used inside of the library.
4. Periodicals are used in-house, as no periodicals can be checked out unless special circumstances permit.
5. Reference questions include the total numbers of questions answered from all departments combined.
6. Reservations for study rooms are made online through the library website.
7. The library records a gate count of all people entering and leaving the library. The numbers reflect, as accurately as possible, the number of people physically coming into the library.

Reference and Instruction

Instruction

The Reference/Instruction librarians are very happy to work with faculty members in providing instruction sessions either in the library or in the classroom. A variety of disciplines have benefitted from this service including all English Comp 102 classes, all Southern Connections classes, many speech classes and a number of upper division classes. The total number of sessions taught for the 2008-09 school year was 104 with a total of 2,364 individuals attending the sessions. This year, 132 sessions were taught to 2968 individuals.



Periodicals

Periodical Department Annual Report - FY10

The periodical department handles print, microform, and single subscriptions to online journals. Permanent collections of periodicals such as IEEE, OVID, and BioOne are ordered and paid for from the Electronic Resources Budget as well as the non-permanent titles that come in databases.

This year's major project was reviewing the microfiche titles. Schools/departments were contacted, permanent online collections were reviewed, and print/microform titles were studied. As a result 45 microfiche titles were deleted. Online or print titles were ordered as requested by schools/departments. This project will continue for FY11.

Other projects:

- Digitization of Legacy, Columns, Southern Accent and early yearbooks
- Addition of online SDA periodicals to the Journal Locator
- Funded and purchased Elsevier document delivery service to use in place of purchasing expensive Elsevier titles
- Purchased the LWW Nursing & Health Professions Premier Collection, which adds 41 full text titles (total of 61 titles) with unlimited access. Before we had only 20 titles and only 2 people could access at one time.
- Reviewed standing orders and upon the recommendation of the reference librarians, canceled 8
- Funded the Sage periodical collection by the cancelation of online/microfiche titles
- Bound Southern Scholars papers

Periodical Statistics – June 1, 2009 to May 31, 2010

Print/microform periodicals usage	9988
Online periodical usage	740*
Current number of titles received (print, micro, online) paid and free	827
Print	523
Online**	218***
Microform only	86
Current number of free titles	186
Current number of paid titles (all formats)	641
SDA Current titles	117
Titles dropped (includes title changes)	89
Titles added (includes titles changes)	25
Total number of titles – current and non-current	2,256
Total number of bound volumes	16,182
Bound volumes added	138
Total number of microfiche/film	390,279
Standing orders	68

*Jan.-Dec. 2009

** Includes online only titles; print plus online; microfilm plus online

***Additional ejournals available in packages

Media

Media

The media department contains audio recordings, mixed media materials, VHS tapes, and DVDs. The total number of media holdings is 4457. Below are a few of this year's media department highlights.

- **Media Collection:** Orders for this year totaled \$18,769. Added to the collection were: 283 DVDs, 72 mixed media items, 52 audio books, and 6 VHS tapes.
- **Recordings:** 364 programs were recorded off-air.
- **Language Programs:** The mixed media section features the following new language programs: Eastern Arabic, English for Vietnamese, French, German, Italian, Mandarin, Portuguese, Russian, and Spanish.
- **Table Toppers:** 300 table toppers were created and placed in 40 locations throughout the library.

The media department provides a transfer and copying service to the campus and community including graduation ceremonies for the year. The following chart records these sales.

<i>Media Sales Statistics 2009-2010</i>	
Non-graduation Sales	\$1,740.50
Graduation Sales	\$2,169.15
Grand Total	\$3,909.65

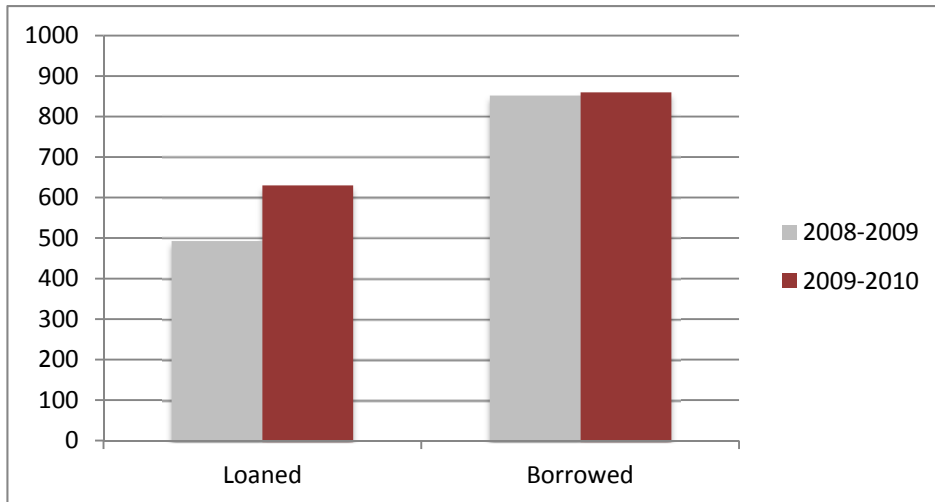
Non-graduation sales include reproductions or conversions to alternate formats from personal media items or school programs besides graduation.

Interlibrary Loan

2009-10 Annual Report Interlibrary Loan

Interlibrary loans are books or articles that we send to or request from other libraries. Loans can be free or paid depending on whether the lender or borrower is in one of our reciprocal lending groups.

<i>Interlibrary Loan 2009-2010</i>		
<i>Month</i>	<i>Items Loaned</i>	<i>Items Borrowed</i>
June 2009	49	40
July 2009	47	53
August 2009	6	27
September 2009	112	126
October 2009	101	132
November 2009	80	110
December 2009	39	25
January 2010	50	72
February 2010	12	41
March 2010	22	143
April 2010	68	64
May 2010	44	27
Totals	630	860

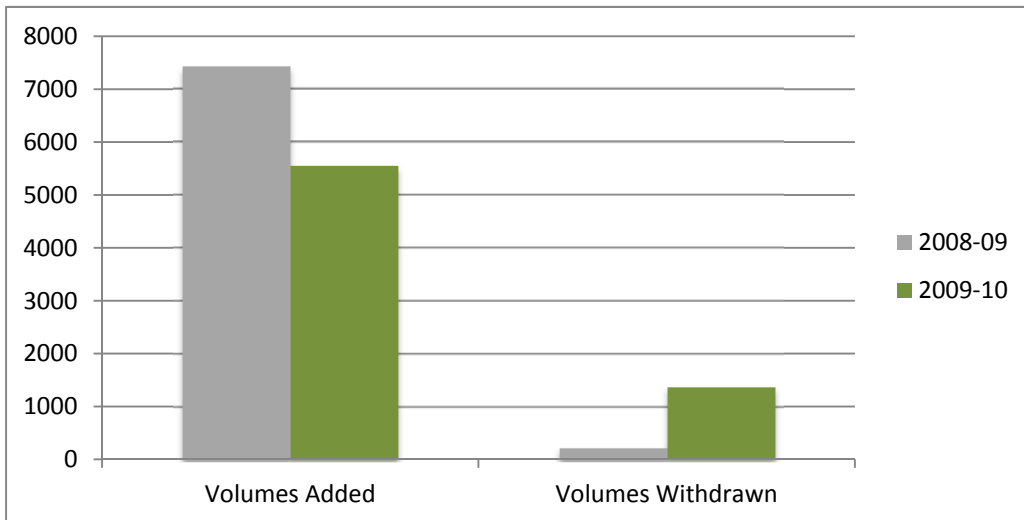


Cataloging and Acquisitions

Cataloging

Titles added are the total number of titles entered into the catalog for the year by the cataloging department, not the number of items purchased. Volumes added are the total number of physical volumes or items added to the collection by the cataloging department, and are again not the number of items purchased.

<i>Cataloging 2009-2010</i>	
Titles added	
• Books	4557
• Music library	645
Titles withdrawn	
	1208
Volumes added	
• Books	4883
• Music Library	664
Volumes withdrawn	
	1381
Books in Library (Volumes)	170,176



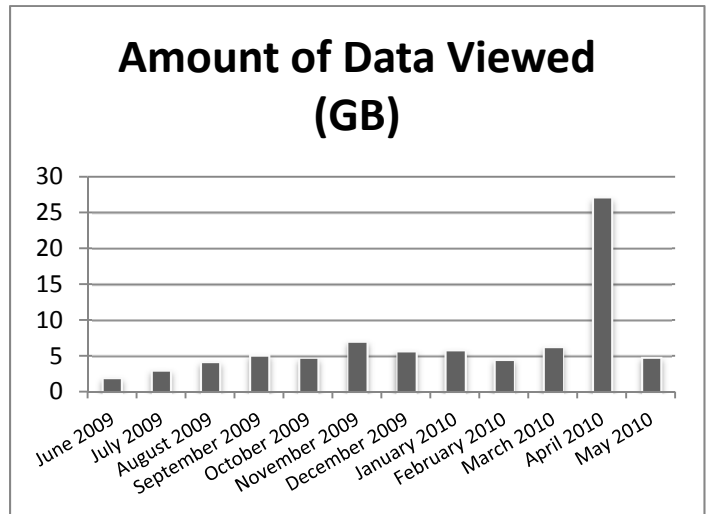
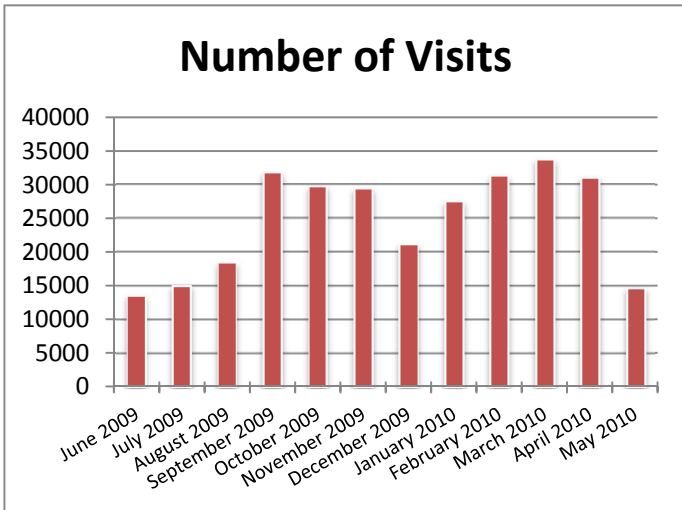
Volumes added reflect both regular library volumes and music library volumes.

Website

Website Usage

The following statistics relate to the visits and viewed data of McKee Library website users. For this report, a visit is defined as web access from a unique computer within a 15-minute time period. No matter how many individual web pages on our site were accessed from that unique computer within that time frame, it is all counted as one visit.

Total Usage Statistics for Library Website		
<i>Month</i>	<i>Visits</i>	<i>Amount of Data Viewed (GB)</i>
June 2009	13494	1.962057
July 2009	15008	3.076922
August 2009	18490	4.197349
September 2009	31817	5.145445
October 2009	29699	4.771987
November 2009	29463	7.07909
December 2009	21171	5.810212
January 2010	27533	5.886719
February 2010	31233	4.626446
March 2010	33649	6.379562
April 2010	31038	27.110128
May 2010	14686	4.879556
Totals	297281	80.925473



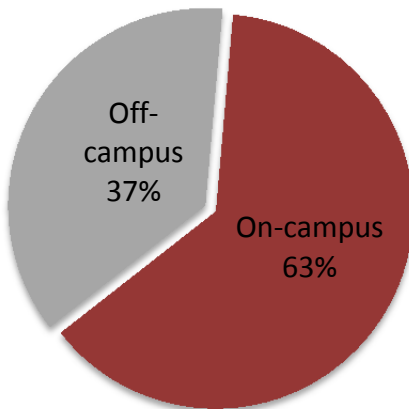
On-Campus VS. Off-Campus Computers

The following charts show the breakdown of website visits and data viewed between on-campus and off-campus users.

Usage Statistics for Website with <u>On-Campus</u> Computers 09-10		
<i>Month</i>	<i>Visits</i>	<i>Amount of Data Viewed (GB)</i>
June 2009	5445	0.662015
July 2009	6671	0.869053
August 2009	10376	1.571699
September 2009	23092	3.025986
October 2009	20429	2.461419
November 2009	20354	3.9325
December 2009	12713	2.65935
January 2010	18122	2.298332
February 2010	21496	2.356046
March 2010	22146	2.339151
April 2010	21561	22.128769
May 2010	5080	0.670701
Totals	187485	44.975021

Usage Statistics for Website with <u>Off-Campus</u> Computers 09-10		
<i>Month</i>	<i>Visits</i>	<i>Amount of Data Viewed (GB)</i>
June 2009	8048	1.299957
July 2009	8336	2.207571
August 2009	8113	2.625522
September 2009	8725	2.119182
October 2009	9270	2.310483
November 2009	9109	3.146505
December 2009	8458	3.150819
January 2010	9410	3.5878
February 2010	9743	2.270283
March 2010	11502	4.03968
April 2010	9532	4.981975
May 2010	9609	4.208879
Totals	109855	35.948656

Website Visits



Public Relations

**PR ACTIVITIES
2009-2010**

<i>Month</i>	<i>Event</i>	<i>Attendance (approximate)</i>
May 2010	CALA Banquet (13)	25
April 2010	One Day Without Shoes (8)	350
	Bruce Coston (21)	80
	Library Week (15-21)	
	Book Sale (18-30)	
	Research Day (20)	
Mar 2010	Sherry Boettcher (21)	85
	Recitation (22)	60
Feb 2010	Jim Ogden (10)	170
Jan 2010		
Dec 2009	Painting Unveiling (1)	25
Nov 2009	Tom Kunish (4)	180
Oct 2009	Richard Hinsley (6)	150
	Recitation (30)	40
	Southern Scholars (31)	20
Sept 2009	View Southern (21-23)	
Aug 2009	Scream (24)	(Part of amazing race)
	Organizational Show (26)	
July 2009		
June 2009		
Mar 2009	An Evening of Storytelling	250

Art Galleries and Display Cases

<i>Month</i>	<i>Main floor</i>	<i>2nd floor Gallery</i>	<i>Stairwell</i>	<i>Cabinet</i>	<i>Case 1</i>	<i>Case 2</i>	<i>Case 3</i>	<i>Other</i>
May 2010	Boettcher	Hambridge	JesusPainter	Film Club	Shells	Shells	Shells	JesusPainter Shaffer
April 2010	Boettcher	Emily Ford	JesusPainter	Howard Film Club	Shells	Shells	Shells	JesusPainter Shaffer
Mar 2010	Boettcher	Emily Ford	JesusPainter Humanities	Howard Film Club Brain Aware	Shells	Shells	Shells	JesusPainter Shaffer Hefferlin
Feb 2010	Boettcher	Emily Ford	JesusPainter Valentine Making	Howard JIUR/SIFE	Shells	Shells	Shells	JesusPainter Shaffer Hefferlin Black History
Jan 2010	Boettcher	Emily Ford	Sch. of Grad	JIUR/SIFE	Shells	Shells	Shells	Shaffer Hefferlin
Dec 2009	Mirande	Emily Ford	Native American	Christmas	Shells	Shells	Shells	Technology
Nov 2009	Mirande	Emily Ford	Native American	L. Howard	Shells	Shells	Shells	
Oct 2009	Mirande	Emily Ford	Fire Prevention	L. Howard	Shells	Shells	Shells	
Sept 2009	Mirande	Emily Ford	Technology	L. Howard	Shells	Shells	Mirande	
Aug 2009	Mirande	Emily Ford	Technology	L. Howard	Shells	Shells	Mirande	
July 2009	Mirande	Emily Ford	Technology	L. Howard			Mirande	
June 2009	Mirande	Emily Ford	Technology	L. Howard			Mirande	
Mar 2009	Mirande	Emily Ford	Technology	L. Howard			Mirande	