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Annual Report: 1998-1999

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Annual Report 1998-1999

General

- In January the library migrated to a new integrated, automated system ("GIL"), thanks to funding through a cooperative University System-wide initiative
- Library faculty continued to play key leadership roles in the development of the GALILEO and GIL projects; Library Director Callie McGinnis was elected to the statewide GIL Steering Committee
- Members of the library faculty participated in a full-day retreat off campus in August, and a half-day retreat in January on campus; both sessions focused on strategic planning issues>
- The library's Display Committee mounted four large displays during the year; selected previous displays are also mounted on the library's webpage
- Eileen Kramer was hired as Science Liaison Librarian and Terri Townsend was hired to fill the Humanities Liaison Librarian position.
- The library strove to improve its physical environment:
 - A response to the Master Planners' request for information on the status and projected future of the library and campus instructional/information technology resources and services was written
 - new stacks were added to the Bound Periodicals and Reference collections
 - the New Books shelving was relocated and "dressed up" with accessories
 - the Current Display alcove was repainted
 - four Technical Services cubicles were enhanced with wiring modules
 - new ergonomically-correct chairs were ordered for five staff members
 - a proposal for a new library (high tech) addition was written
 - a study room formerly used for archival storage was renovated
- The library strove to improve its technical environment:
 - Ten PCs were obtained from DCRES and installed in the Reference Area for use as GIL public terminals
 - Six new staff PCs were obtained through GIL funding
 - Replaced PCs were redistributed so that all staff terminals run on Windows 95

International Travel

- Information Services Librarian Pamela Howard attended a two-week seminar entitled "British Libraries and Librarianship," Oxford, England, May 1999

- Erma Banks, Coordinator of Information Services, made a presentation at the September meeting of AAUW on her experiences at Oxford in May of 1998

Special Recognitions

- Systems Librarian Diana Lomarcán was promoted to Assistant Professor
- The positions of five staff members, Pennie Arrington (ITS), Becky Boswell (Acquisitions), Cynthia Fears (Circulation), Rachel Horne (Cataloging) and Chuck Smith (ITS) were upgraded to professional/administrative status to reflect an expansion of responsibilities
- Pennie Arrington was selected the CSU Staff Woman of Achievement for 1999
- In the June 1998 survey of graduating students, the library received the highest satisfaction rating (3.15 on a scale of 4) of the twenty-two service areas rated
- During the SACS exit interview, the library was cited as a "star" for its efforts in providing resources and services for distance learners

Publications and Significant Presentations

- Archivist Craig Lloyd's manuscript on Eugene Bullard was accepted for publication by the University of Georgia Press
- Coordinator of Instructional Technology Services Sandra Stratford presented a session entitled "Surviving a SACS Distance Education Visit" to library directors in the University System at the Spring RACL meeting
- Callie McGinnis participated in a panel discussion of the new statewide automated library system at a meeting of the Georgia Library Association, Macon, October 1998; her focus was cataloging issues
- Diana Lomarcán made a presentation at the Rock Eagle University System of Georgia Annual Computing Conference entitled "Developing a Web-Based Interactive Library Tutorial"; she also moderated a "Birds of a Feather" session for librarians
- An article written by Diana Lomarcán is currently being used as outside reading for a library school course at Catholic University

Collaborative Work with Businesses and Schools

- Erma Banks and Pamela Howard met with local high school media specialists to demonstrate GALILEO and to discuss collaborative efforts
- Diana Lomarcán continued to assist the Springer Theater's Library in its preservation activities and in the development of a mission statement and goals

Collaborative Work with Faculty and Students

- The 22nd annual Term Paper Clinic was held in February at the Turner Center
- Library faculty taught 117 bibliographic instruction classes during the year, reaching a total of 2572 students; the majority of these sessions were taught in a lab setting
- Library faculty continued their pro-active approach to the library-faculty liaison program
- Pamela Howard prepared the library portion of the NCATE accreditation report; she also assisted with organizing syllabi and student projects for the NCATE Committee
- ITS purchased two computers and data projectors to circulate for student classroom PowerPoint presentations
- ITS purchased two cameras for the primary Communication Lab (Library 005) to allow for continuation of the practice of videotaping alternating views of the speaker and the audience

Faculty/Staff Development Activities

- Members of the library staff attended numerous staff development workshops which focused on both technology-related and customer service topics
- Callie McGinnis attend the mid-Winter meeting of the American Library Association in Philadelphia and the ALA annual conference in New Orleans in June; she serves as intern on the ALCTS Media Resources Committee
- Sandra Stratford attend the annual conference of AECT in February in Houston
- Callie McGinnis and Diana Lomarcu attended the Voyager User Group Meeting (VUGM) in Chicago in May
- Diana Lomarcu represented the library at the annual SOLINET meeting in May in Atlanta
- Erma Banks and Pamela Howard attended the Spring meeting of BIGGER, held in Fort Valley in March
- Pamela Howard was elected President of CALA (Columbus Area Library Association)

Distance Learning

- Sandra Stratford chaired the CSU Distance Learning Committee that created CSU's distance learning goals; she also revised the Working Guidelines for Distance Learning

- Sandra Stratford served on the campus committee that planned for the SACS visit to evaluate distance learning, and met with the NCATE accreditation team to discuss distance learning
- Sandra Stratford and Diana Lomarcán created a webpage for "Library Services for Distance Learners;" they also created the CSU DL webpage, with links to campus services
- Schwob librarians collaborated with librarians at the Medical College of Georgia to provide library services to MCG students at CSU
- Schwob librarians collaborated with librarians at Georgia Southwestern, Flint River Technical Institute and Griffin Technical Institute to provide library services for CSU students taking courses at those sites
- ITS personnel designed distance learning facilities for Illges Hall for MCG/CSU programs, including planning layout, selecting equipment and arranging relocation of Stanley Hall GSAMS equipment
- ITS purchased a twelve-month Web CT license for 6400 student accounts, and arranged for faculty training; Web CT is the software that facilitates the creation of web courses

Technology

- The number of times the library's webpage was accessed during FY99 is estimated at just under 50,000
- ITS Coordinator Sandra Stratford developed and submitted a proposal for expending \$90,000 in the Connecting Teachers and Technology Initiative and \$6000 in ITS support. Subsequently she oversaw expenditure of those monies on the following:
 - Five video monitors/VCRs
 - A high quality fax/copier for a distance learning classroom
 - A film processor to enable continued in-house rapid turn-around for faculty slide and print requests
 - A microform reader/printer making the 10,000 items in the Library of American Civilization microfiche collection accessible
 - Two Ethernet hubs
 - Over \$10,000 worth of Office 97 licenses for computers across campus, including laptops
- ITS provided audio/video support for numerous non-academic events such as Visitation Day, Orientation, Honors Convocation, Adopt-A-Stream Program, etc.
- ITS staff provided one-on-one training and instruction to faculty, staff and students in the use of laptops and desktop computers, various software programs, and data/video projectors

- Diana Lomarcu oversaw the library's Y2K compliance check; she also served on the campus Y2K Committee

Semester Conversion

- Spring Semester, the first section of LIBR 1105, Introduction to Library and Information Science, was taught by Pamela Howard; this Area B one-hour seminar is an updated version of the former LIS 105 course

Anticipated Significant Events/Activities in 1999-2000

- More attention will be paid to the development and maintenance of library-related webpages
- The Acquisitions and Serials modules of the new integrated system will be implemented
- The review of periodical holdings will be completed
- Plans for the Performing Arts Center Library will be completed
- A Head of Cataloging/Periodicals and a Business Liaison/Government Documents Librarian will be hired during Summer/Fall
- A new Performing Arts librarian will be hired by January 2000, bringing the total number of library faculty to 10
- More support will be provided for distance learning (via GSAMS and the web)