

2007-
2008

Annual Report

Gerald R. Sherratt Library



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LIBRARY PERSONNEL

Library Administration	Diana T. Graff Vik Brown Sheri Butler Ellen Chalmers
Access Services	
Circulation, Reserve and Media/Curriculum Collections	Philip Roché Tammy Buehler Susan Bussio Susan Christopher Linda Liebhardt Trecia Loveland Karen Wais
Copy Center	Naomi Bond Trecia Loveland
Interlibrary Loan	Philip Dillard
Reference	Scott Lanning Reece Summers
Special Collections	Janet Seegmiller Paula Mitchell Linda Lokovic
Technical Services	
Cataloging	Randall O. Christensen Linda Ahlstrom Jill Stucki
Collection Development	Vik Brown Loralyn Felix
Digitization	Naomi Bond Scott Knowles
Serials and Government Documents	Susan Christopher
Systems	Julie Wood
Academic Support	
Library Instruction.....	Richard Eissinger
Special Projects	Matthew Nickerson
Library Web Pages	John Eye
Faculty Center	Diana Graff Matt Nickerson Ellen Chalmers
Archeology Repository.....	Barbara Frank

STATISTICAL SUMMARY

ACCESS SERVICES

Circulation

Items circulated.....	*29,276
Renewals	655
In-house items used (books = 13,538 and serials= 6,285)	19,823
Reserve items used	6,133
Electronic reserve uses.....	22,938
Media in-house use total	<u>447</u>
Total items used	79,272
*Media materials check out (included in items circulated)	8,416
*Self check-outs (included in items circulated)	2,518
*Circulation data incomplete – new system installed during the year	
Patrons in the library—yearly total.....	420,179
Patrons in the library—monthly average	2,661
Students FTE—Fall Semester 2007	6,935
Student use of collection (average)	11.43
Number of hours open per week	92
Reader stations	1,200

Copy Center

Copies made on copy machines & printers.....	410,357
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Interlibrary Loan

Lender

Copy requests filled.....	448
Book request filled	<u>2,055</u>
Total requests filled.....	2,503

Borrower

Copy requests filled.....	935
Book requests filled.....	<u>1,205</u>
Total requests filled.....	2,140

Reference Desk

Reference questions.....	9,248
Directional questions	<u>1,252</u>
Total questions.....	10,500

Special Collections

Patrons	9,080
Items used.....	1,104

INTERNET USAGE

Library Website

Library Website visitors.....	81,813
Library Page views.....	991,181
Library Web total hits.....	3,838,967
Library Web total sessions	446,801
Total Database searches	663,785

SUU Catalog (Unicorn)*

Visitors.....	674
Page views.....	12,899

Total hits.....	51,853
Total sessions	97,280
*Incomplete data – new system installed during the year	
ContentDM	
Visitors.....	28,728
Page views.....	7,612,190
Total hits.....	7,947,914
Total sessions	97,280
Special Collections	
Website visitors.....	5,608
Website page views	31,530
Total hits.....	63,959
Total sessions	5,266
TECHNICAL SERVICES	
Cataloged volumes June 30, 2007.....	268,936
Volumes added (includes e-books)	30,530
Volumes deleted	<u>(28,222)</u>
Cataloged volumes in the collection June 30, 2008	271,244
Volumes per FTE student (including electronic books).....	39.11
Books, serial backfiles and other paper materials	224,446
E-Books.....	8,150
Microforms.....	30,333
Audiovisual.....	15,395
Serials titles (print and microform)	1,010
Serial titles (electronic full text)	<u>25,990</u>
Total serial titles.....	27,000
Serial volumes (print, microform and indexes).....	18,762
ERIC titles	480,977
Digital Collections	
ContentDM collections.....	20
ContentDM images	20,884
EAD collections.....	43
EAD images.....	10,951
ACADEMIC SUPPORT	
Library Instruction	
Groups.....	197
Students instructed	4,486
LM1010 students.....	2,387
Personnel (FTE)	
Faculty.....	9.40
Professional staff.....	7.90
Classified staff	5.06
Non-Contract staff.....	0.58
Library students	5.67
Copy Center students	1.60

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Administration

ADMINISTRATION REPORT

Resignation, Open Positions, and Retirement

The Library was granted its first new faculty position since the new Library was opened 12 years ago. It was needed as the University enrollment had increased dramatically during those same years. An associate dean position was advertised nation-wide twice during the year and both searches failed. The position was then redesigned into a faculty position and Thomas Ricks was hired to fill the position. He will begin Fall 2008.

In August 2007 John Bryner resigned to accept a position with the Utah Education Network. The initial search for his replacement was also unsuccessful. Faculty members



covered his job responsibilities for the entire academic year. Ralph Turner accepted this position also beginning in the Fall 2008.

Dean Diana Graff announced her retirement effective June 2008. Spring Semester a nationwide search for her replacement failed to find a qualified replacement. John Eye was named interim dean for the 2008-09 academic year.



Staff Changes

Alisa Peterson accepted a position with the Iron County School District. Karen Wais was hired to replace Alisa as media and curriculum collections assistant. Naomi Bond resigned as copy center assistant to move to northern Utah. Trecia Loveland transferred into this position which left her position as circulation assistant vacant. Tammy Buehler was hired as circulation assistant. Linda Lokovic was hired as an archive specialist for the next 18 months to assist researchers working with the Leavitt Collection.

Corinthian Problems Lead to Migration to Unicorn

A year after the Library's migration to the Corinthian integrated library system, SirsiDynix announced that it would no longer continue to develop the software. Clearly the software had not been adequately tested before release to the beta sites. The problems were so numerous and the frustration level so high that the Library staff members made the decision to migrate to SirsiDynix's Unicorn system during the Summer of 2007. Staff members were involved for the second time in a year in profiling, data testing and implementation.



As a result of the cost and inconvenience to the Library, SirsiDynix waived two years of maintenance fees. The Library staff worked hard to become acquainted with Unicorn although the new system's features were substandard to those they had used in the Horizon system.

Learning Commons Completed

The two-year Learning Commons project was completed during the summer of 2008. Additional compact shelving was added and a large number of serials were moved to the new shelves. This provided more room for group study on the first floor which includes learning stations to foster collaboration. An open computer lab for library instruction was organized with a large projection screen and computers were clustered in such a way to allow group instruction. This has become an effective way for faculty and librarians to conduct group hands-on library research. During the Summer of 2008 the reference desk was moved to a more central location on the main level and more small group study rooms were mediated.



Naming of the Howard R. Driggs Room



As a part of the 2008 graduation celebration, the library named a room in Special Collections in honor of Howard R. Driggs. Dr. Driggs was one of the first four faculty members and lectured in English. During his distinguished career Dr. Driggs was a Professor of English and Education as well as a historian of the American West. He was active in documenting and preserving the stories of the American West and marking the pioneer trails. Dr. Driggs wrote over 50 books and received many honors and awards, as both an educator and historian.

After his retirement from New York University he continued to serve as President of the American Pioneer Trails Association.

SUU honored him for his legacy which is reflected in the Howard R. Driggs Collection now being archived by the library. The extensive collection includes his papers, correspondence, diaries, honors, awards, photographs, memorabilia and poetry. The collection also contains information about the American Trails Association.



Michael O. Leavitt Rolls Out Project Prologue

Mike Leavitt announced the Project Prologue Initiative during which 50 members of his gubernatorial administration will review the material in the Leavitt Collection and respond to the major events of his administration. Mike and two of his staff members are planning to work on Project Prologue in the Library for six months beginning in January 2009.

Grants Awarded

The Library received a grant from the Marriner S. Eccles Foundation for the purchase of material to improve our main collection. For over fifteen years this foundation has supported the library by providing funding to purchase library material in new curriculum areas and areas of critical need.

Grants have been awarded to the Sherratt Library from the Utah State Historic Records Advisory Board (USHRAB) and the National Park Service to support projects in the Special Collections and Archives Department. Two projects were funded to support the preservation and digitization of records and images unique to southwestern Utah which may be accessed on the Special Collection web page. As a recognized Regional Repository, SUU will continue to receive financial support from USHRAB for three years.

The National Park Service awarded a grant for development of a GPS interpretive tour at Cedar Breaks National Monument. Faculty and students from English, Communication, the GIS/GPS Lab, Outdoor Recreation, Special Collections, and Geology have been involved in this project over a period of two years. Partners in this grant include Southern Utah University, the Iron Mission State Park, Cedar Breaks National Monument, and community specialists. These partners worked in association with Bar Z Adventures of Austin, Texas.

SUU Press

The two remaining department histories of the *SUU Centennial Series* were completed this year. *The History of Theatre* was written by Diana Graff and edited by Janet Seegmiller. Much of the historical information was contributed by Fred Adams and Michael D. Eaton. *The History of the Library* was written by Tom Challis and Diana Graff.

Exhibits

Six exhibits were displayed on the third level of the library this year beginning with *Historical Cedar City: A Photographic Display of Historical Cedar City*. The exhibit, provided courtesy of the Iron Mission State Park, featured an array of images of buildings and community activities that provided a glimpse into our past.

SUU's Presidents. Over the past 110 years, Southern Utah University has grown and evolved under the leadership of fifteen presidents. As part of the inaugural celebration of the fifteenth president, Michael T. Benson, the Library featured an exhibit of historic photographs and texts of these leaders and the contributions they made to the development and history of this institution.

Landscapes from the Permanent Collection. Twenty landscapes from the Braithwaite Fine Arts Gallery demonstrated the breadth of their collection.

People, Places & Things on US 89. An exhibit from the Utah Arts Council contained thirty black and white photographs in John Telford's 503-mile photo tour of US Highway 89 in



Utah. John Telford, a native of Utah, has been taking photographs of the landscape and the people for more than 35 years. His work has been widely published, with more than 50 magazine cover photographs.

Weaving Lives, Friendships, and Carpets: Nepali Women Carpet Weavers. A photo exhibit by Dr. Shobha Hamal Gurung, SUU assistant professor of sociology, was exhibited as part of SUU Women's Week. The photos were taken during Dr. Gurung's doctoral research in Nepal when she took pictures to capture Nepali women's lives in work, family and community context.



This is My Mexico. The 40 drawings in this display were chosen by the Mexican Department of Foreign Affairs who conducts an annual drawing contest. The contest is open to children of Mexican origin who live in the U.S. and Canada and each year they have over 6000 entries.

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Access Services

ACCESS SERVICES

2007-2008 was another banner year for Access Services as significant changes and highlights brought new energy and growth to the department. Naomi Bond resigned her position as copy center assistant in August and was replaced by Trecia Loveland, who transferred from her position as library assistant in October. In the interim period, Bobbie Castro served admirably as interim copy center assistant. Tammy Buehler joined the staff, replacing Trecia as circulation library assistant.

In the circulation department the major change has been the migration to the SirsiDynix Unicorn library system. This new system has proven better than the previous library utility, but has created new challenges as the staff has endeavored to learn full functionality.

The Copy Center witnessed many modifications and upgrades to equipment, all designed to improve service to customers. The Copy Center purchased a new color copier, a more economical folding machine, an easier to operate padding machine, and a larger and faster laminator. A state-of-the-art die cut machine was donated by Roberts Crafts. The Copy Center was completely reorganized with a new service desk which created improved functionality to better assist library patrons.

The media and curriculum collections have, under the guidance of Karen Wais, become more relevant to students as Karen has diligently deselected many older, out-of-date items as new materials have become available.

Interlibrary Loan (ILL) usage has again been on the rise, especially requests from the SUU community. ILL reached a milestone this year as the 15,000th transaction was processed via ILLiad Interlibrary Loan software, which was installed in 2005.

Although all of the above-mentioned gains are significant, Access Services' strong point continues to be the reliably exceptional service provided by all members of the department.

CIRCULATION AND RESERVE

August 2007 was the "Go Live" date with Unicorn, yet another integrated library system from SirsiDynix to replace the previous Corinthian product. Corinthian was pulled from the market, so our frustrations were not without validation. The product was simply not ready for release when we went live in 2006. Unicorn promises to be functional and stable, but has required extra training for the circulation staff. Nearly one year after migration, some aspects of the system are still problematic,

but overall the product is meeting our needs. The August 2007 data load required some

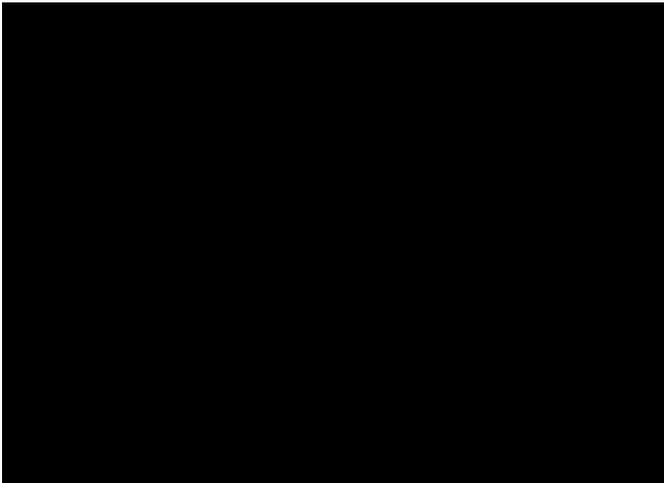
Circulation Statistics			
	2005-06	2006-07	2007-08
Books In-House	22,610	19,789	13,538
*CKO Media	15,015	6,383	8,416
CKO Reserve	8,766	8,692	6,133
Electronic Reserve	18,516	21,978	22,938
Items Circulated	40,536	35,364	29,276
Laptop CKO	1,184	916	863
Media In-House	860	1,312	447
Patrons	405,737	377,743	420,179
Renewals	9,792	6,367	655
Serials cko	1,594	791	777
Serials In-House	3,196	4,879	6,285
*Special Collections	1,027	1,007	1,503
Tests Proctored	58	47	66

*Included in items circulated total

adjustments resulting in lost data again. There have also been lapses in reporting. These problems have lead to incomplete and inaccurate yearly statistics

In April of 2008 overdue and billing notices were switched from paper to e-mail. This has been a positive improvement as most users have e-mail addresses and the student e-mail addresses were uploaded from the campus-wide Banner system. SirsiDynix has been very good about having to do extra “hand-holding” as each challenge has been faced.

Digital camcorders, a new addition to our reserve items, have become increasingly popular with both students and faculty. As the word gets out, the mediated study rooms saw more use this year and more rooms are scheduled to be mediated. The laptops, courtesy of the IT department, have consistent use by students even though IT did re-claim five of the laptops this year, leaving just ten.



Use of electronic reserve continues to increase. The materials are scanned by the staff in a timely manner often making them available the same day they are revised.

Media reserve items still receive heavy use by our students. Several classes required a large amount of film viewing and the media and curriculum collection’s viewing rooms and carrels are great assets for those classes and instructors.

The library purchased a new curbside book return that was installed this past year as the old one was battered by wayward vehicles. The new one is smaller, set back further from the curb, and will hopefully be more durable.

Since the exterior brick entry way had settled unevenly, it was replaced with textured concrete in June 2008. Settlement problems around the building were corrected and landscaping updated at the same time. Accessibility to the library was minimally affected during the construction.

COPY CENTER

The Copy Center had another successful year, albeit one filled with transition and transformation. The following changes improved customer service.

- A new point-of-sale (POS) system for improved management and tracking of payments, finances, and accounts.
- A new, more cost-effective color copier.
- A new folding machine, which is

Copy Center			
	2005-06	2006-07	2007-08
Patrons		19,690	39,380
Days Open		318	315
Copies Made			
Black & White Copiers (4)	421,002	377,224	390,241
Color Prints	4,270	7,508	13,286
Laser Printer	23,153	11,661	6,830
Total number of copies	448,425	396,393	410,357
Number of machines	7.5	6	6.5
Letter Die-Cut Usage	n/a	101 hrs	24
Letter Die-Cuts sold	n/a	5,238	4,083
Faxes (Pages sent & received)	2,017	2,869	2,645

faster, quieter and more economical.

- A new padding machine, which is easier to operate and capable of handling larger projects.
- A new 27-inch laminator which has up-to-date functions making it easier to use and the customers are happier since this one does not crinkle the pages being laminated.
- A new Cricut die cut machine, which the Copy Center won from a local business. Not only much faster and easier than our old die cut machine, the Cricut is also the latest craze amongst the scrap booking community.
- A new, completely redesigned service desk area for assisting customers and conducting other work.

In addition to new products, the Copy Center has also implemented a more customer-friendly approach. New signage such as posted hours and price listings, a more user-friendly layout designed to encourage student collaboration, and regular offerings of sale items, pre-made packets, and a “free” table with giveaways have helped reinforce this new approach. Customer feedback regarding these changes has been extremely positive.



INTERLIBRARY LOAN

On June 30 ILL processed transaction number 15,808 (the number attained since going on ILLiad in October, 2005). The number of transactions in the past year totaled 6,238. Not every transaction resulted in an item being sent or received but did nonetheless require processing. This total number represents **borrowing** and **lending** requests through ILLiad.

Borrowing:

Borrowing consists of processing requests from SUU patrons to obtain books, videos, journal articles, etc. from other libraries when these items are not available in SUU collections. ILL processed 2,846 requests from faculty, students, staff and community patrons for such items. Of this number some 2,210 items were received and 636 requests went unfilled. Reasons for unfilled requests included: (1) all possible sources were exhausted; (2) requests could not be verified as cited; (3) the items were available in our collection; or, (4) the order was cancelled by the patron. Of the total items borrowed, 1,375

came from Utah Academic Libraries and the rest from Utah public libraries and out-of-state libraries.

For the 955 journal articles which were borrowed, the Odyssey electronic delivery system averaged 1.54 days from the time the request was sent to the time the article was received by the patron. This

Interlibrary Loan			
	2005-06	2006-07	2007-08
Books loaned	2,512	1,975	2,055
Books borrowed	1,012	1,394	1,205
Copies sent	734	462	448
Copies received	690	1,059	935
Totals:	4,948	4,890	4,643

speed is a great improvement over previous methods of delivery. The most frequently requested journal is still the SUU Press publication, *The Journal of the Wooden O Symposium*, which received 120 requests during the academic year.

Lending:

ILL loaned books, videos, scores, and journal articles to 590 libraries across most of the states, including Alaska and Hawaii. Requests were received from Canada, South Africa, Israel, Sweden and Turkey, but books were only shipped to Canada. 2,055 items were loaned and 448 articles filled. The fill rate for loans remains about 74%, a number which is difficult to increase due to requests for items which are checked out, non-circulating, not owned, not on the shelf, or poorly cited by the requesting library.

The ILLiad system and its components, Ariel and Odyssey, have worked well all year and make for an operation that is both efficient and enjoyable.

MEDIA AND CURRICULUM COLLECTIONS

The primary focus was weeding the curriculum collection material. This was a necessity as approximately 16 pallets of new curriculum materials arrived at the library this year and a thorough, careful deselection of materials had not been done recently. As a result the collection is now manageable.

Another major change was the implementation of a new system for adding materials to the curriculum collection. In the past, all curriculum items were automatically cataloged for the curriculum collection. However, this was not practical since there is not enough shelf space to accommodate all the new curriculum materials that are received. Now the library assistant evaluates each section to see what is needed and examines the new curriculum items and selects what needs to be added. This has saved countless work hours for the library’s catalogers and resulted in a more manageable collection.

The number of recorded patron visits to the media and curriculum collections has increased this year 34.5%. One of area’s ongoing goals is to provide excellent patron service in order to

Media and Curriculum Collection Statistics				
	2005-06	2006-07	2007-08	% Change
Use of Equipment	2,023	1,691	1,456	-14%
Patron Visits	7,757	7,203	9,688	34.5%
Media Materials Holdings	13,071	14,672	15,395	5%
Media Materials Checked Out	15,132	7,942	8,416	18.5%
Curriculum Materials Holdings	18,070	18,018	8,995	-50%
Curriculum Checked Out	824	851	1,220	43.3%
Number of items in Audio format	2,023	2,619	2,676	2.2%
Number of items in Video format	7,002	8,875	9,582	8.0%
Number of items in graphic collection	280	280	280	0%
Number of items in cartographic coll.	2,826	3,045	3,290	1%

increase usage. This effort has proved successful in that media check-outs have increased by 18.5% and curriculum checkouts have increased by 43.3%. Concerning holdings, media collection material holdings have increased by 5%. On the other hand, due to the extensive weeding process curriculum collection material holdings have decreased by 50%.

During this past year, seven tours have been given to campus classes and one was given to the South Elementary School faculty.

As the collections continue to grow there will be areas of concern to accommodate growth and change. Inter-filing of DVDs and VHS tapes might streamline the search process for patrons. Also, the shelf space for DVDs, CDs, and CD-ROMs has nearly reached its capacity. Other areas of concern will be replacing the aging VHS and audio tapes and weeding the oversized curriculum and curriculum kits.

SPECIAL COLLECTIONS AND ARCHIVES

Special Collections in the Gerald R. Sherratt Library is the physical center for rare book and music collections, the university archives, the Michael O. Leavitt Collection, and other

collections of historical value. Its website hosts digital collections and provides internet access into those collections. The area also serves as a regional repository under the Utah State Historical Records Advisory Board to preserve and provide access to historical and photograph materials. The Special Collections staff provides excellent service to the community, students, and researchers that use the resources located in Special Collections.

Resources from Special Collections and University Archives were involved in several campus events this year including the inauguration of President Michael T. Benson, the restoration of Old Main, and the naming of the Howard R. Driggs Room in Special Collections.

A ceremony was held May 2 in conjunction with commencement exercises to name the Howard R. Driggs Room in Special Collections. Members of the Driggs family traveled from California, Colorado, Utah, and Virginia to attend this event. Howard R. Driggs was the institution's first English faculty member from 1897-1905. Since 2004, his archives has been a significant collection of manuscripts, research notes, correspondence, photographs, and memorabilia from his work with the American Pioneer Trails Association, Oregon Trails Memorial Association, historical and creative writings, personal and family records, and his profession as a teacher. His collection dovetails nicely with the William R. Palmer Collection.

During this past year, Special Collections and Archives hosted several events.

Special Collections Statistics			
	2005-06	2006-07	2007-08
Attendance (Door Count)	11,922	8,702	9,080
Number of materials/collections used	1,272	1,034	1,104
Patron Reference Statistics	1,557	2,218	2,255
Linear feet of manuscripts & archives	1,689	1,709	1,756
Photographs, slides, negatives	89,788	89,813	

Special Collections Materials Accessible through Online Catalog			
	2005-06	2006-07	2007-08
Special Collections, (incl. Palmer, Matheson & Driggs books)	13,126	13,359	13,856
Dalley Scores	2,808	2,840	2,840
John Seymour Collection	3,924	3,924	3,922
Textbook Collection	1,287	1,287	1,287
Burch Mann Collection	1,852	1,852	1,859
Performance Library	298	298	298
Special Collections Serials	82	82	82
Oral History Collection	316	337	336
SUU Archives	293	293	293
Maps	434	433	433
Tanner Books	2,165	2,394	2,594
Other	271	271	n/a
TOTAL	26,856	27,370	27,800

- A regional basic archival training workshop presented by the Utah State Archives for librarians, archivists and records center personnel in Southern Utah.
- *Protecting Library & Archive Collections: Disaster Preparedness, Response & Recovery*, a two part workshop conducted by Randy Silverman, Preservation Librarian from University of Utah. This was sponsored by WESTPAS (Western States and Territories Preservation Assistance Service) and funded by the National Endowment for the Humanities.
- The Conference of Intermountain Archivists (CIMA) annual spring conference held May 8-10. It opened with an evening reception in Old Main, sponsored by the Howard R. Driggs Collection. Other events included keynote and luncheon speakers, Lyman Platt and Michael Benson, respectively, break-out sessions for papers, a dinner at Zion Lodge in Zion National Park, and a closing business session.

The Michael O. Leavitt interns continue to gather items to be added to a unique online database which will be used as an informational resource for "Project Prologue." Persons who were involved in the governorship of Michael Leavitt have been invited to write on the important events in Utah between the years 1993-2005. Linda Lokovic has been hired part time to help with this project.

Additional highlights during 2007-2008

- Provided a display of Paiute artifacts from the William R. Palmer Collection for the Native American Summit held on campus.
- Participated in the filming of a documentary of local Paiute women describing and demonstrating basket weaving.
- Acquired a unique collection of book on Death Valley donated by Cornell and Arlene Rylaarsdam.
- Contributed to the Cedar Livestock Festival, the Henry Lunt statue unveiling, Cedar Breaks National Monument interpretive projects, and Utah Parks Company history.
- Hosted many community groups: book clubs, Cub Scout dens, SUU Preschool, church groups, and hundreds of campus visitors brought by the SUU Ambassadors.

Providing quality reference and research for increasing numbers of patrons continues to occupy many staff hours in Special Collections. The Christopher/Mann Reading Room is open to patrons from the University and the community from 1 to 5 p.m. daily and at other times by appointment.

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Reference Services

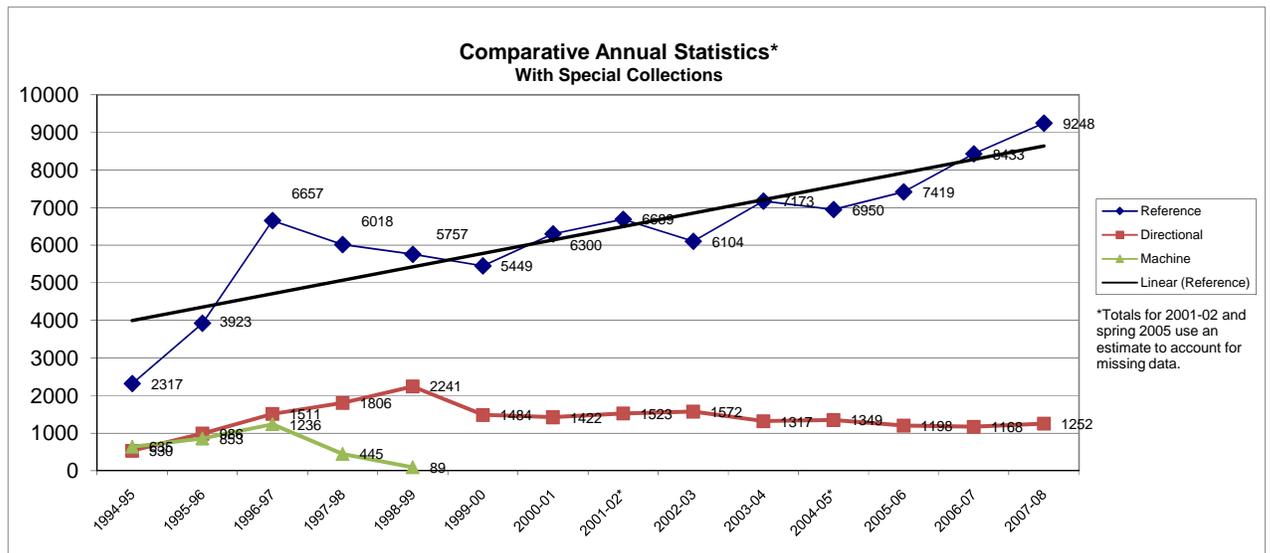


REFERENCE SERVICES

Reference statistics increased for the third year in a row. The number of reference questions rose to 9,248 for an increase of 20% over last year. Directional questions increased 4% over the previous year, posting the first increase in three years. This may be attributed to an increase to the library's marketing efforts, the increase in student enrollment and/or more coursework research requirements.

The number of LM 1010 questions dropped by 4% this year to 2,434. These questions represent 26% of all reference transactions. Reference questions answered by Special Collections totaled 2,251 which accounts for 24% of the reference total, the same percentage as last year. Special Collections is up by 10 reference transactions over last year.

Wednesdays were the busiest day of the week this year with 24% of the reference questions, edging out Tuesday and Thursday with 22% and 21% respectively. The busiest times were 10:00 a.m. to 11:00 a.m. and 8:00 p.m. to 9:00 p.m. The busiest months continue to be September and November with Spring Semester showing much less activity than fall semester. The academic college with the most questions continues to be Humanities.



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Technical Services

TECHNICAL SERVICES

CATALOGING

During the summer and fall of 2007 SirsiDynix's Unicorn Online Library System was implemented. It replaced Horizon 8.0 (Corinthian), which will no longer be developed. This will position the Library for easier implementation of SirsiDynix's merged product line in the future.

Among the technical changes this year were the switch to the CoLibri Cover System for plastic book covers and the conversion from dot matrix to laser printer labels.

Activities included cataloging the Death Valley collection gift from Cornell and Arlene Rylaarsdam, cataloging the music CDs provided by the music department, cataloging over half of the music department and Dean Eggertsen scores, and processing a large amount of discarded curriculum materials.

DIGITIZATION

Four new digital books were added to our digital collection.

John S. Boyden: Three Score and Ten in Retrospect. The life story of John S. Boyden includes his participation in the Utah Democratic Party, his advocacy for Indians, his law practice, family life, and church involvement, as well as Coalville, Utah history.

Henry Lunt: Biography and History of the Development of Southern Utah and Settling of Colonia Pacheco, Mexico. This biography includes the history of the early settlement of Cedar City, Utah and the establishment of the Iron Works.

Lehi Willard Jones: Biography. This biography includes the history and development of Southern Utah, centering in Cedar City, from 1854 to 1947.

Mayors of Cedar City. The biographies of the mayors of Cedar City include examples from the city minutes for each administration. It also contains histories of Cedar City written by three men at different times.

COLLECTION DEVELOPMENT AND GIFTS

After reviewing the current subscription costs of the serials and databases in the collection, library subject specialists decided to cancel many of the library's print serial subscriptions. The decisions were based on the availability of the journals in full text databases as well

Gifts			
Type	2004-05	2005-06	2006-07
Hardback	2,298	1,286	712
Paperback	11,793	6,979	1,592
Magazines	1353	373	662
Miscellaneous	6,144	2,091	508

as usage statistics. Since library patrons seem to prefer electronic access to journal articles rather than the hard copy version, there will likely be more cancellations of print serial subscriptions in the future. Standing orders for eight reference titles were also discontinued now that online access is available to SUU library patrons for these same titles in the *Literature Resource Center* database.

Several of the departments on campus chose to spend the majority of their allotted library budgets to purchase media items for the library rather than books again this year. Because of this trend and numerous donations of media materials, the library's media collection has grown considerably during the last five years. A few of the departments also decided to contribute a portion of their monies to the cost of new library database subscriptions as have some of the library subject specialists. As a result, seven additional databases were made available to library patrons.

The number of gifts received by the library this past year increased significantly mainly due to the fact that the Sherratt Library was put back on the Utah State Office of Education public school textbook adoption sample recipient list. Materials the library receives through this program cover a wide variety of subjects and encompass all grade levels. These donations make it possible for the library to maintain an up-to-date curriculum collection that supports the education related courses taught by the College of Education as well as other departments on campus.

In October, the library received a contribution of 575 music scores and records from the estate of Dean Eggertsen. Mr. Eggertsen was a long time friend of the university as well as an ardent music lover, and the library benefited from his generosity several times during his lifetime.

Dr. Rodney D. Decker donated 456 books to the library directly related to his field of study of political science. Prior to his current appointment as interim provost, Dr. Decker served as dean of the College of Humanities and Social Sciences at SUU for 23 years.

The family of the late Cedar City resident John J. Browne donated 396 books to the library. Mr. Browne was an avid reader and collected books on a wide variety of topics.

SERIALS AND GOVERNMENT DOCUMENTS

Print weeding continued this year using the JSTOR titles and the rolling window to weed issues added to JSTOR.

Print indexes that were pulled and placed in storage last year will be discarded this year.

The total number of print titles is down slightly again this year, while the number of electronic titles has increased once again. Database vendors continue to add more resources to their products while our print collections appear to become less desirable to students.

Serials Statistics			
	2005-2006	2006-2007	2007-2008
Serial Titles (print and microform)	1,041	1,025	1,010
Serial Titles (electronic full text)	21,705	24,270	25,990
Total Serial Titles	22,746	25,287	27,000
New Titles Added	3	5	1
Serial volumes – print	16,798	15,496	16,275
Serial volumes – microform	2,395	2,417	2,272
Serial volumes – indexes	447	338	214
Total Serial Volumes	19,643	18,256	18,762
Government Documents – all formats, all collections			
United States (new adds)	2,345	3,026	1,701
Utah (new adds)	72	115	132

SYSTEMS

The major development in systems this year was the migration from the Corinthian 8 bomb to Sirsi's Unicorn Integrated Library System. Once again, the library staff felt upheaved and befuddled as they started over again in learning a new ILS. It was a challenging process that required a great deal of time, training and patience. After the fiasco of going live on Corinthian, SirsiDynix promised a dedicated project management team to make the transition easier, unlimited, free on-line training for all staff for eight months, and a hosted system on one of SirsiDynix's servers to allow continued access to SUU's data on in-house servers. After much preparation and training, Sherratt Library went live on the new software August 8, 2007. While this is a more stable, efficient product than Corinthian 8 ever was, it does not compare to the intuitive, effective ILS in Horizon 7.x that was migrated from two years ago.

During December, the Unicorn software was migrated to the library's own in-house server. It was installed on the Dell PowerEdge 2850, running Red Hat Linux 5. This software does run entirely on one server freeing up the server that housed WebReporter and the online Catalog.

The Illiad server experienced two failed hard drives this year. The first time the hard drive failed, it was rebuilt without incident, however when it failed a second time nine months later, it was replaced with a new hard drive.

Software updates were made on the EZproxy, Sawmill and ContentDM servers.

Our Proxy server was replaced this year and we went live on the new machine in August 2007. Many problems were encountered when ColdFusion was updated on this server as ColdFusion was not compatible with the 64 bit hardware/software running on this server. The operating system had to be reinstalled as 32 bit in order for ColdFusion to operate smoothly.

Multiple new printers were purchased, configured and installed in the library in the following locations: cataloging, circulation, the copy center, library faculty, and the Dean's, Department Chair's, and Honors' offices.

WEB SERVICES

The use of electronic resources offered through the Library increased significantly this past year. *Academic Search Premier*, our most popular research database, had increased usage of five percent over the previous year. Other highly used databases such as *Proquest Newspapers* and *Communication and Mass Media Complete* also showed considerable increase in usage. In an effort to make even better use of our electronic resources, the Sherratt Library through the Utah Academic Library



Consortium (UALC) initiated the use of *WebFeat*, an electronic search tool used to search more than one database at a time. Another resource recently added is Safari Books Online which is a collection of e-books in the fields of business and technology.

Resource Usage

The following chart shows the breakdown of searches performed on the SUU library databases. This is just one way to track access to these resources.

Subscription Database Usage Statistics 2007-08			
Subscription Database	Searches	Subscription Database	Searches
Academic Search Premier	193,247	MAS FullTEXT Ultra	4,406
ProQuest Newspapers	59,117	Vocational & Career Collection	4,399
Opposing Viewpoints Resource Center	49,105	Middle Search Plus	4,388
CQ Researcher	35,563	CINAHL (Pre-CINAHL)	4,321
Communication & Mass Media Complete	21,680	Military & Government Collection	4,310
PsycINFO	19,034	MEDLINE	4,127
Business Source Premier	14,995	Fuente Academica	4,094
Education Full Text	10,855	MedicLatina	4,026
Serials Solutions (Full Text Journal Finder)	10,401	LexisNexis Congressional	3,816
ERIC	9,280	ACS Publications**	3,321
Psychology & Behavioral Sciences Collection	9,211	Library, Information Science & Technology Abstracts	2,789
ALT-HealthWatch	8,442	America: History & Life	2,408
Health Source Nursing Academic	8,394	Historical Abstracts	2,304
Health Source Consumer Edition	8,089	WorldCat	2,227
Biomedical Reference Collection: Basic	7,940	CREDO reference	1,557
Oxford Reference Online	7,884	Theatre in Video	995
Lexis Nexis Academic	7,759	Dissertations@UofU	949
Newspaper Source	7,428	BNA Online	875
MathSciNet	7,426	Art Museum Image Gallery	719
Ethnic News Watch	7,224	EBSCO Animals	653
AGRICOLA	6,958	NetLibrary	405
Gender Watch	6,778	BioOne	341
Regional Business News	6,772	Gale Virtual Reference Library	193
SIRS Knowledge Source	6,683	Arts & Humanities Search	147
MorningStar.com	6,515	Wildlife & Ecology Studies Worldwide	134
MLA Bibliography	6,462	EconLit	93
CINAHL	6,274	Biography Reference Bank	83
Funk and Wagnalls New World Encyclopedia	6,049	BasicBIOSIS	76
Computer Source	6,020	GEOBASE	51
Literature Resource Center	5,126	Digital Dissertations	48
Professional Development Collection	5,027	AccessScience (started Mar. 2008)	45
Art Full Text	4,927	Dissertation Abstracts	38
TOPICsearch	4,921	CRC Handbook of Chemistry and Physics	36
Religion & Philosophy Collection	4,813	SciFinder (partial year)	24
Legal Collection	4,789	FORENSICnetBASE (start 2/08)	19
GeoRef	4,767	Auto Repair Reference Center	13
MasterFILE Premier	4,700	Media Review Digest	3
Primary Search	4,697	Total searches	663,785

Another way to measure access to electronic resources is to count the number of clicks on each respective link. The following table describes how many times SUU's top resources were accessed through our links.

Most Accessed Resources			
Resource	Clicks	Resource	Clicks
Academic Search Premier	50491	FirstGov	1674
Library Catalog	37928	Utah's Catalog	1490
Safari Books Online	12841	Education Full Text	1291
Proquest Newspapers	11568	WorldCat	1166
WebFeat	9539	Oxford Reference Online	1150
CQ Researcher	6002	Cedar City Public Library	958
Lexis Nexis Academic	4573	Pioneer	920
JSTOR	3873	Psychology & Behavioral Sciences Collection	885
Opposing Viewpoints	2949	ERIC	832
Communication & Mass Media Complete	2919	Cinahl	791
SIRS	2316	MorningStar	746
Business Source Premier	2279	Sage Journals Online	727
PsychINFO	2096	Associations Unlimited	724

The Sherratt Library web site continues to be the access point for all electronic resources on campus. During the last academic year, over 81,000 users visited the web site totaling over 3.8 million hits. Tuesday is the most active day of the week and 11 a.m. to noon is the hour with the most activity. In general, 25 percent of the access to resources comes from off-campus users.

2007-
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Academic Support

ACADEMIC SUPPORT

LIBRARY INSTRUCTION AND ORIENTATION

Library faculty conducted a total of 197 library orientations, reaching 4,486 students during the academic year. Instruction ranged from basic library orientation for new students to subject specific instruction for several senior and graduate level library research classes. This is a slight increase in the numbers experienced during the 2006/2007 academic year (187 tours to 4,424 students).

Library Instruction Sessions			
	2005-06	2006-07	2007-08
Sessions	184	187	197
Students	4,278	4,424	4,486

English Department writing classes, ENGL 1010 and 2010, and orientations and workshops for LM1010 classes continue to draw the greatest number of classes and students into the library for research orientation. Library instruction requests from the

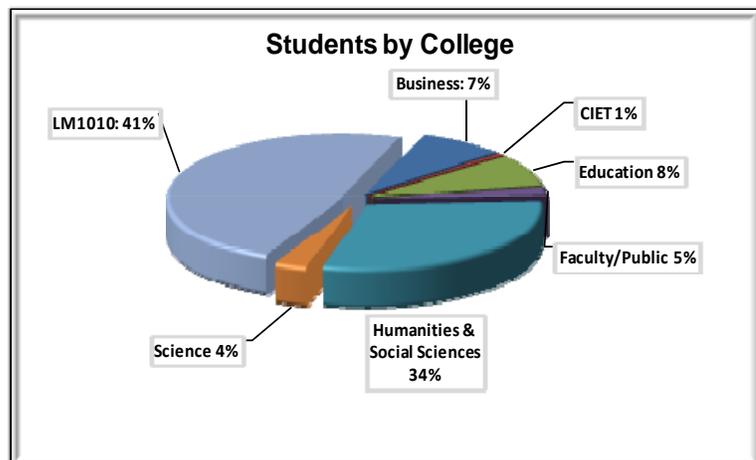
Library Instruction by College		
Subject	Tours	Students
Business	16	404
CIET	1	15
Education	16	335
Faculty/Public	4	4
HSS	59	1,166
Science	6	189
LM1010	96	2,387
TOTAL	198	4,500

School of Business remain high. Library instruction requests from many academic departments continue to be lower than one would expect and continues to be a focus of librarian liaison effort.

The LM1010 Information Literacy course completed its eighth year as a general education, one credit, online course. This year 1,949 SUU students in 74 classes enrolled in LM1010 for their information literacy general education requirement. This is an increase from 2006-2007 where 1,460 students enrolled in 69 classes.

During Fall 2007 and Spring 2008 courses, the majority of LM1010 classes were cohorted with UNIV1000 classes.

Changes and improvements in the LM1010 course for this academic year included several online textbook updates, the use of assignment templates to encourage improved student completion rates, and the transition to WebCT Campus Edition 6.0.



LIBRARY MEDIA PROGRAM

For the fiscal year 2007-2008, 62 applicants were accepted into the LM Program, exactly twice the number of the previous year. This is an indication of the value and quality of the program and the need to continue offering the convenience of on-line courses that fill a niche in the Library community. With nine students completing their programs this year and inquiries at an all-time high, the library media program continues to grow and to exceed expectations. Three librarians attended the UELMA State Conference in Ogden to promote the LM program to high school librarians throughout the state.

Also during the year all of the LM courses were converted to WebCT Campus Edition 6.0. LM 3170/6170 *Technology for Library Media Teachers* was approved as a replacement for EDUC 3170/6020.

MARKETING

Now in its third year, the marketing committee continued its mission to promote the library and its services. The committee members this year were Phil Roché, Trecia Loveland, Paula Mitchell, John Eye, Karen, Wais, Ellen Chalmers and Scott Lanning, chair.

John Eye and Scott Lanning attended the University Academic Showcase and answered questions about the library and the LM program. The showcase's format and time frame changed from the previous Freshman Academic Showcase and as a result, it was a much smaller event.




FREE BOOKS! 
Just bring them back in two weeks and there's no charge!
(Plus you get to keep what you learned.)
If there's a better deal in town, we'd like to see it.

New ads were generated this year for both the library web page and the campus newspaper. An unscientific study was conducted by the committee by running two different ads in one week one in the newspaper and one on the library web home page. The ad on the web site directed students to the copy center for a free treat. The ad in the newspaper instructed students to visit media collections for a free treat. The candy in the copy center was gone by mid-day while media collections had some left at the end of the day. This reinforced the opinion that the newspaper ads are not as effective as those on the library web page. In light of this, newspaper ads will only be used

for advertising special events to the entire campus.

Marketing's biggest activity this year was preparing, disseminating and analyzing the results of a large student survey. Library staff submitted questions for possible inclusion in the survey resulting in 50+ questions which Scott edited. John designed the web site to disseminate these questions and store answers. To encourage students to participate, an iPod Touch was awarded to one lucky survey taker.




Want one?
Take the library survey for your chance to win.*
Click on this ad to get started, now!

*Must be a currently enrolled student with a valid email address.
One entry per student.

Four hundred surveys were completed. Two of the major findings were that students are not aware of Special Collections materials and they are frequently afraid to ask reference questions.

SPECIAL PROJECTS

Special Projects office, staffed one-half time, was involved in a number of successful projects during the past academic year.

The Michael O. Leavitt Collection and Online Archive. Special Projects continued to work with Special Collections to develop the MOL Archive. Special Projects worked as liaison with Monte Charlton to upgrade the existing SUUper search engine and to create several new additions specifically for the MOL Archive. Two important projects that are currently underway are perfecting the presentation of audio/video artifacts and the ability for individual researchers to create their own working folders for storing and organizing MOL materials.

Library Services and Technology Act Grant (LSTA). A LSTA grant was funded for \$5,200 for ongoing improvements to the Michael O Leavitt Online Archive.

Marriner S. Eccles Foundation. The grant submitted for 2007-08 funding was awarded in August 2007 for \$20,000. A new grant request for 2008-09 was submitted to the Marriner S. Eccles Foundation for \$20,000 for ongoing improvement of the library collection.

Wooden O Symposium. Thirty-four presenters participated in this year's Symposium which included an actor's roundtable featuring the director and select actors from the USF production of *Hamlet*. The Symposium opened both the actor's roundtable and the keynote address to the Cedar City community and USF patrons.

Journal of the Wooden O Symposium. Volume 7 of the journal was published with nine scholarly papers chosen by the review board.

FACULTY CENTER

In the spirit of the mission to support SUU faculty in the pursuit of excellence, the Faculty Center sponsored two faculty members to attend the 16th Annual Intermountain Great Teachers Summit and four to the Red Rock Great Teaching Retreat. The popular *Lunchbytes* presented five diverse presentations included the characteristics of Gen Y students, technology in the classroom, fitness, international partnerships for study abroad and the standing-room-only presentation by President Benson.

Use of the multimedia lab grew and the hours were expanded. Both individual student use and faculty requests for

Program Usage	
	2007-08
Photoshop	54
Scanning	22
Digital Recording	26
Vegas Video	108
Garageband	13
Mac computers	22
Burn CD's	18
Aidop Recording	7
Dreamweaver	9
Not specified	208

STA assistance increased. For the six-month period from January to June, 397 students and 60 faculty signed into the lab. Use of the lab's sound recording capabilities has increased.

The latest addition to the Faculty Center's tool box is *Lynda.com*, an online training library covering all the latest computer techniques. *Lynda* has 30,157 video tutorials, 449 training courses on a huge variety of software, design and even Word, Excel and eBay. This subscription resource benefits everyone on campus interested in improving his or her computer application skills.

ARCHEOLOGY REPOSITORY AND LABORATORY

The repository has primarily been involved in fulfilling requirements to meet the federal standards required for the storage and upkeep of current and anticipated cultural collections. This is being done with the aid of monies received from the Utah State Bureau of Land Management and is based on the assessment made in 2003 by Ms. Kathy Kankainen, Anthropology Collections Manager at the Utah Museum of Natural History in terms of its present conditions and the efforts necessary to begin to meet federal standards.

One of the primary concerns of the report involved the conditions of the collections (items not in archivally stable bags and boxes, and the packing methods), thus with the aid of two student hires in the spring, this procedure is a continuing project. Approximately 34 cubic feet of artifacts, not including the ceramics in the wooden cabinets, have been repacked using new plastic bags and acid-free paper labels. Non-renewable supplies for the Repository for repacking, processing and storing the collections presently housed here have also been acquired. In addition 35.5 cubic ft. of ceramic materials and 13.5 cubic feet of lithic materials in the wooden storage units have also been repackaged and redistributed in the drawers. This leaves only 10 cubic feet within the wooden drawers which still need to be repacked. Re-packaging materials in their boxes aided in consolidating the collections and freeing up more shelf space in the repository. Two new shelving units were added creating additional, and much needed, storage space.

The Repository continued supplying accession numbers and relevant records to archeological contractors and federal agencies, primarily Brigham Young University and HRA of Las Vegas, and the Cedar City and Salt Lake Bureau of Land Management (BLM) Field Offices. Only a small amount of processed collections have been received this year, all associated with contract excavations conducted in southwestern Utah. This included a total of roughly 14 cubic feet of collected archeological materials, including some materials from the Parashonts National Monument.

The principal ongoing activities within the repository will concentrate on repackaging of the remainder of the collections in approved plastic bags with acid-free labels. Although progress has been made in regard to this effort, approximately 40% of the collections still need to be repackaged. All of the boxed collections are now stored in the requisite acid-free boxes and 95% of the wooden storage unit drawers have been cleaned, lined with ethafoam and the materials contained within have been redistributed.

Research, Curator Activities and Public Use of Facility

SUU students enrolled in Anthropology classes visited the Repository once this year in association with the course. The curator spoke at one class about careers in cultural resource management. This year the curator also presented a talk at the local Utah Statewide Archeological Society chapter on Virgin Anasazi architecture.

Students from the Three Peaks Elementary Summer School Program visited the Repository for a discussion about archeology and the purpose of the Repository. This is the eighth year that elementary students have visited the Repository to learn about archeology and the conservation of artifacts. In addition, the curator spent three days on an archeological dig with the students and one day in the repository teaching them how to process artifacts for the collections.

A graduate student in Archeology at the Brigham Young University visited the repository this summer to study sandals in the collection for his thesis.

In a continuing effort with Brigham Young University, the repository has loaned Fremont cultural materials from excavations conducted in the 1960s to that institution for analysis in conjunction with their study of archeological work conducted in the Parowan Valley.

Archaeology Field School students from a Pacific Community College, California program excavating in Milford, also visited the repository as part of their course for the third time.

2007-
2008

Faculty & Staff Activities

FACULTY ACTIVITIES

Diana Graff, Dean of Library Services

Teaching

- Taught three sections of LM 1010 *Information Literacy*.
- Taught reference skills two hours a week at the reference desk.

Scholarship

- Completed *The History of Theater Arts at SUU*. Began the writing of the last history in the series the *History of the Library at SUU*.
- Selected/deselected art, agriculture and nutrition materials for the library.

Service

- Oversaw production of the fall Academic Showcase multimedia presentation.
- Presented the Distinguished Service Award by the Utah Library Association.
- UALC Award for an outstanding career and contribution to UALC.
- Selected to carry the mace at the 2008 graduation ceremony.
- Attended two American Library Association meetings.
- Member, LAMA/BES Library Interiors and Equipment Committee at ALA.
- Chair, Utah Academic Library Consortium and presented the UALC requests to the Utah State Legislature.
- Chair, Academic Standards Committee.
- Chair, Library Committee.
- Chair, Michael O. Leavitt collection committee.
- Chair, SUU Press Board.
- Member, Academic Dean's Council.
- SUU Academic representative
 - Government Records Advisory Board
 - GRAMA
- Member, Friends of the Gallery Board.
- Member, New student orientation committee.
- Member, SUU Master Planning Committee
- Supervised the Archeology Repository.
- Chair, Cedar City Rotary Dictionary Project.
- Member, Cedar City Taskforce on Historical Preservation—Envision Cedar City.

Vik Brown, Department Chair, Collection Development Librarian

Teaching

- Taught eight sections of LM 1010 *Information Literacy*.
- Taught LM 4200/6200 *Library Technical Services—Collection Development*.
- Taught reference skills four hours a week at the reference desk.
- Taught nine library instruction sessions to a total of 213 students.

- Taught one section of UNIV 1000 *University Success*.

Scholarship

- Completely revised curriculum for 4200/6200 *Library Technical Services* including syllabus, assignments, and textbook.
- Presented *A Collaborative First Year Experience: Student Success Personnel, Librarians and General Education Faculty* at Annual Conference on The First-Year Experience, San Francisco, Feb. 2008. (peer reviewed, 52% acceptance rate)
- Selected/deselected music, French, anthropology, world and military history materials for the library.
- Edited the *Library Annual Report* and numerous other library policies and publications.
- Received Provost's Faculty Development Grant for \$1,419.
- Approved to become a member of the graduate faculty.

Service

- Supervised collection development department and network specialist (see departmental reports).
- Chair, Dynix Corinthian Implementation Committee.
- Chair, Dynix Unicorn Implementation Committee.
- Member, SUU Curriculum Committee.
- Member, SUU Library Committee.
- Member, Information Commons Implementation Team.
- Member, M. O. Leavitt Committee.
- Member, Copy Center Committee.
- Member, Library Budget Committee.
- Member, seven search committees.
- Attended ALA Midwinter and Annual Conferences.

Collegiality

- Posted and maintained consistent office hours throughout the year.
- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.

Randall O. Christensen, Associate Professor, Technical Services Librarian

Teaching

- Taught LM 4160/6160, *Library Computer and Reference Skills*.
- Taught LM 4200/6200, *Library Technical Services – Cataloging*
- Taught five sections of LM 1010, *Information Literacy*.
- Taught reference skills four hours a week at the reference desk.
- Conducted eight library instruction sessions to a total of 165 students.

Scholarship

- Presented *Teach Me More! Fun & Gaming in Libraries* at Internet Librarian 2007, October, 2007, Monterey, California (68% acceptance rate).
- Co-Chair of the local arrangements committee for the 2008 Conference of Inter-Mountain Archivists (CIMA), May 8-10, 2008, Cedar City, Utah.
- Selected/deselected political science, physical science, mathematics, and computer science materials for the library.
- Approved to become a member of the graduate faculty.

Service

- Assisted with implementation of the data load and the cataloging module for the Unicorn Online Library System.
- Supervisor, Technical Services Department.
- Supervisor, SUU Digitization Center.
- Chair, Library College Leave, Rank and Tenure Committee.
- Member, UALC Cataloging Committee.
- Member, UALC Digitization Committee.
- Member, Library Web Committee.
- Member, SUU Outstanding Educator Committee.
- Attended the UELMA Southern Utah Regional Workshop to promote the SUU Library Media Program.
- Co-presented a poster session at the UELMA Conference to promote the SUU Library Media Program, Ogden, Utah.
- Attended. Utah Library Media Supervisors' Cataloging Training, Feb 2008, Brigham City.
- Evaluated LM 1010 professors and reference librarians.

Collegiality

- Posted and maintained consistent office hours throughout the year.
- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.

Richard A. Eissinger, Associate Professor, Instructional Services Librarian

Teaching

- Taught 12 sections of LM1010 *Information Literacy*.
- Coordinated and scheduled 197 library instruction sessions for 4,486 SUU students and faculty.
- Conducted 44 library research orientations to 1,026 students and faculty.
- Conducted faculty/staff training classes in the use of the *Turnitin* and *GroupWise*.
- Taught reference skills 5-6 hours a week at the reference desk.

- Taught LM 3170/6170, *Technology for School Librarians*, a new online course in the School Library Media Endorsement program.
- Approved to become a member of the graduate faculty.

Scholarship

- Created a new 3-credit online course, LM3170/6170, *Technology for School Librarians*, which was delivered the first time Spring 2008. This course takes the place of EDUC 3170, *Instructional Technology for Educators*.
- Wrote library research chapter with Phil Roche for SUU English 1010 Fall 2008 textbook.
- Received a Provost's Faculty Development Grant for \$880.
- Presented *Library Research Skills of College Freshmen*, in two workshops to 63 Utah school librarians, April 2008.
- Received an UPLIFT Professional Excellence Grant from the Utah State Library for \$400 to enroll in the Fall 2007 online class INLS 890-03W, *Evidence-based Medicine and the Medical Librarian*, at the University of North Carolina School of Information and Library Science.
- Revised and rewrote several chapters, quizzes, and the assignments for LM1010, *Information Literacy*.
- Presented several faculty workshops on use of *Turnitin* plagiarism prevention software program.
- Selected/deselected life sciences, law, medicine/nursing, and building and trades materials for the library.
- Prepared several online and print library guides and handouts for English, marketing, nursing, and psychology classes.

Service

- Member, American Library Association, American Association of School Librarians.
- Member, Mountain Plains Library Association.
- Member, SUU Academic Computer Users.
- Member, SUU Distance Education Faculty Advisory Committee.
- Member, SUU Distinguished Faculty Lecturer Committee.
- Member, SUU Institutional Review Board.
- Member, SUU Library Department Leave, Rank, and Tenure Committee.
- Chair, SUU Library LM1010 Committee.
- Member, SUU Library Strategic Planning Committee.
- Member, SUU Library Web Committee.
- Member, SUU Sexual Harassment Committee.
- Utah Academic Library Consortium: Learning Object Clearinghouse Team.
- Utah Academic Library Consortium: Reference/Instruction Committee.
- Utah Educational Network: Regional Pioneer Advocate.
- Member, Utah Library Association.
- Utah Library Association: Library Instruction Round Table.

Collegiality

- Posted and maintained consistent office hours throughout the year.

- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.

John Eye, Associate Professor, Web Librarian

Teaching

- Taught seven sections of LM 1010, *Information Literacy*.
- Taught one section of UNIV 1000, *First Year Seminar*.
- Taught one section of LM 4190/6190, *Managing a Media Center*.
- Taught reference skills 6 hours a week at the reference desk.
- Conducted 19 library instruction sessions to a total of 472 students.

Scholarship

- Presented *The Use of Electronic Communication Technologies within Amateur Radio to Inspire and Motivate* at the 2nd International Multi-Conference on Society, Cybernetics and Informatics 2008, Orlando, Florida. [peer reviewed]
- Presented *Access to Information vs. Copyright Law: My Right to Know* at the annual 2008 UELMA conference, Ogden, Utah.
- Co-presented a poster session at the UELMA Conference to promote the SUU Library Media Program, Ogden, Utah.
- Co-presented *Copyright vs. Access*, Utah Library Association/Mountain Plains Library Association Conference, Salt Lake City, UT (peer reviewed, 71% acceptance rate).
- Co-Presented *Frequently Asked Questions Regarding Copyright for Educators*, Utah Rural Schools Association Conference, Cedar City, UT.
- Received Provost's Faculty Development Grant for \$1,283.
- Selected/deselected library material for the education, curriculum, and technology for the library.
- Attended ULA annual conference.
- Attended 2 teleconferences.

Service

- Chair, Library Web Committee.
- Member, LM 1010 committee.
- Member, SUU Institutional Effectiveness and Assessment Committee.
- Member, SUU Program Review Committee.
- Member, SUU Web Advisory Committee.
- Library liaison, SUU Web Services Committee.
- Member, SUU Faculty Senate.
- Member, UALC Collection Development Committee.
- Member, ALA/AASL.
- Member, ULA.

- Member, UELMA.
- Member, Rainbow Canyons Amateur Radio Club.

Collegiality

- Maintained office hours and worked to provide prompt feedback for online students.
- Garnered input and suggestions from students, faculty, and staff to address the needs and future services of the library.
- Did not plagiarize others' work or commit academic misconduct.

Scott Lanning, Associate Professor, Reference and Strategic Planning Librarian

Teaching

- Taught nine sections of LM 1010, *Information Literacy*.
- Taught one section of LM 3120/6160, *Utilization of Literature in the Classroom*.
- Taught thirty-one library instruction sessions to a total of 755 students.
- Taught reference skills 7 hours a week at the reference desk.

Scholarship

Presentations

- *Managing the Research Process with Zotero*, 2008 ULA/MPLA Joint Conference, May 2008, Salt Lake City, Utah. (71% acceptance rate)

Scholarship of Teaching

- Converted LM 3120/6160 course to new WebCT environment and made all necessary changes to ensure course continued to work.
- Updated course to reflect new editions of text books.

Scholarship of Application

- Selected/deselected materials for the reference collection, the business collection and the juvenile collection.

Service

- Attended EBSCO training.
- Attended WebCT 6 training.
- Attended the UELMA conference on March 6 to promote the LM program.
- Attended Sirsi/Dynix institute webinar on *Twenty Five Technologies to Watch and How* presented by Stephen Abram.
- Attended the Majors Fair on campus with John Eye to promote the LM program.
- Attended a demonstration of the Follet system.
- Attended the convocation on storytelling presented by Dr. Marilyn Izzard.
- Participated in a peer teaching circle.
- Conducted performance evaluations for colleagues teaching LM 1010 and librarians at the reference desk in the spring semester.
- Member, library search committee that hired Thomas Ricks.
- Member, University hiring committee for Dean of the Library.
- Head, reference department.
- Head, government documents program.

- Head, serials program.
- Chair, library strategic planning committee.
- Chair, library marketing committee.
- Chair, Library IRB.
- Member, UGRASP.
- Member, University Faculty Review Board.
- Member, Utah Library Association.
- Chair, ULA Bylaws committee starting in June.
- Member UALC Professional Development Committee.
- Member, UALC PR Committee.
- Member, University LRT Committee.
- Member, American Library Association.
- Member, Association of College and Research Libraries.
- Member, American Association of School Librarians.
- Member, Reference and User Services Association.

Collegiality

- Posted and maintained consistent office hours throughout the year.
- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.
- Sent official letters of thanks to colleagues that serve with me to recognize and document their work.

Matthew Nickerson, Professor, Special Projects Librarian

Teaching

- Taught seven sections of LM 1010 *Information Literacy*.
- Taught reference skills 4 hours a week at the reference desk.
- Conducted eight library instruction sessions for a total of 203 students.

Scholarship

- Member, Editorial Board, *Journal of the Wooden O Symposium*, Southern Utah University Press.
- Presented *Synthetic Agents that Speak and Listen* as an invited speaker, at *SpeechTEK*, August 2007.
- Presented "Beyond Paper," *Lunchbytes*, Southern Utah University October 2007.
- Reviewer, *2008 Education and Information Systems, Technologies and Applications Conference*.
- Reviewer, "Multimedia Streaming," *The Handbook of Computer Networks*, John Wiley & Sons.

- Wrote, *Marriner S. Eccles Foundation* grant request, \$20,000 for ongoing improvement of the Sherratt Library Main Collection. 2008 (submitted)
- Awarded Provost Faculty Development Grant for \$933.
- Conference chair, *2007 Wooden O Symposium*.
- Ongoing development of the Michael O. Leavitt Online Archive.

Service

- Member, Theater Arts and Dance Department LRT Committee.
- Member, Art Department LRT Committee.
- Member, Library College LRT Committee.
- Member, SUU General Education Committee.
- Member, SUU Service Learning Committee.
- Member, SUU Undergraduate Research Committee.
- Member, SUU Convocations Committee.
- Member, SUU Faculty Senate
- Provided storytelling activities promoting reading and libraries for schools in Iron County and the Cedar City Public Library.
- Judge, 2007 USF High School Shakespeare Competition.

Collegiality

- Posted and maintained consistent office hours throughout the year.
- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.

Philip Roché, Assistant Professor, Access Services Librarian

Teaching

- Taught 15 sections of LM 1010 *Information Literacy*.
- Taught LM 1010 Final Exam Workshop.
- Taught one section of UNIV 1000 *First Year Seminar*.
- Taught reference skills 6 hours a week at the reference desk.
- Taught library instruction to a total of 830 students in 44 courses.

Scholarship

- Accepted for publication "Copy That! Reaping the Potential Benefits from Incorporating a Copy Center within Access Services." *Journal of Access Services* 5 (2007).
- Attended Utah Library Association/Mountain Plains Library Association Conference.
- Co-presented *Copyright vs. Access*, Utah Library Association/Mountain Plains Library Association Conference, Salt Lake City, UT (peer reviewed, 71% acceptance rate).
- Co-Presented *Frequently Asked Questions Regarding Copyright for Educators*, Utah Rural Schools Association Conference, Cedar City, UT.

- Selected and deselected materials for the American & English Literature and Psychology for the library.

Service

- Managed, evaluated, and provided guidance to Library Access Services.
- Revised Access Services guidelines and procedural documentation.
- Member, Ad Hoc Sherratt Library Reference Desk Committee.
- Member, Sherratt Library Associate Dean of Library Services Search Committee.
- Chair, Sherratt Library Copy Center Assistant Search Committee.
- Member, Sherratt Library Marketing Committee.
- Member, SUU Faculty Senate.
- Chair, SUU Faculty Senate Publications and Student Scholarship Committee.
- Member, SUU Institutional Review Board for Research on Human Subjects.

Collegiality

- Posted and maintained consistent office hours throughout the year.
- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.

Janet Seegmiller, Associate Professor, Special Collections Librarian

Teaching

- Taught nine sections of LM 1010, *Information Literacy*.
- Taught one section of LM 3120, *Children's Literature*
- Taught reference skills at the reference desk and Special Collections reference desk 12 hours per week.
- Taught 15 library instruction sessions to a total of 303 students.

Scholarship

- Refereed scholarly articles for the *Journal of Mormon History*.
- Presented *Zion National Park: A View from the SUU Archives* at the Conference of Intermountain Archivists annual conference, May 9, 2008, and was a co-chairman of the conference on the SUU campus in Cedar City.
- Presented *Melissa Burton Coray Kimball: Washing her way West* at the Mormon History Association annual conference at Sacramento, California, on May 22-25, 2008.
- Selected/deselected materials for U.S. history, communications, religion, language and literature, and German collections.
- Principle Investigator, Challenge Cost Share Grant (\$60,000) from the National Park Service for a *Cedar Breaks National Monument Multi-Media Tour*.
- Prepared manuscript *I Would to God: A Personal History of Isaac C. Haight* for publication.

Service

- Administered the Special Collections and University Archives Department.
- Member, Old Main Art Committee which prepared the photo and artifacts exhibits for the restored Old Main Building.
- Chair, Department Leave, Rank and Tenure Committee.
- Member, Library Web Committee.
- Member, Library Strategic Planning Committee.
- Member, Michael O. Leavitt Center Committee.
- Member, Provost's Faculty Development Grant Committee.
- Member, College of Education Leave, Rank and Tenure Committee.
- Member, Utah State Historical Records Advisory Board. Serving second term.
- Member, ULA Genealogy Round Table (GenRT), representing Southern Utah.
- Secretary-Treasurer, Iron County Historical Society.
- History project coordinator, Cedar Livestock and Heritage Festival, 2007-08.
- Co-chair, Utah Parks Company History project.
- Member, subcommittee for the Iron Mission Museum Foundation, to raise funds and restore the Hunter House in the Iron Works Homestead at the Iron Mission State Park.
- Spoke on the life of Henry Lunt at the unveiling of his statue in downtown Cedar City, Nov. 11, 2007.
- Member, Cedar City Master Planning committee, *Neighborhood Identity and Community Design*.

Collegiality

- Posted and maintained consistent office hours throughout the year.
- Maintained a friendly and professional relationship with students treating them fairly and with respect regardless of their attitudes, ethnic background, GPA or other outside considerations.
- Participated in my SUU committee assignments doing my best to fulfill committee obligations.

STAFF ACTIVITIES

Linda Ahlstrom, Technical Services Specialist

- Supervised and trained a volunteer, Thomas Christianson.
- Completed cataloging the Death Valley gift books given by Cornell and Arlene Rylaarsdam.
- Participated in cataloging, reports, and serials training for the new Unicorn system.
- Investigated two other book buying companies. Started following the Unicorn listserv.
- Upgraded to OCLC 2.0.
- Trained students to do the inventory.
- Trained students to add microfiche to item records.

Sheri Butler, Dean's Secretary, Library Administration

- Conducted brief Groupwise training in Faculty Meeting on how to use calendars.
- Redesigned Patron Card for circulation.
- Created PowerPoint presentation for Rotary Dictionary project.
- Began learning to make pdf forms.
- Helped design presentation display for poster session for Vik Brown at the 1st Year Experience Conference.
- Attended accounting training which included banner, use of forms and the new online travel authorizations, etc.
- Attended training for project year accounts.
- Attended EPAF (Electronic Personnel Action Form).
- Member, T-Bird Awards 2008 committee for Outstanding Male and Female Athlete and Outstanding Scholar.
- Member, committee to create campus training manual for secretaries.
- Member, search committee, Dean's Secretary College of Humanities & Social Sciences.
- Co-captain, SUU Employee Giving Campaign.
- Completed layout for *Journal of the Wooden O Symposium* Volume 7.

Ellen Chalmers, Library Assistant Secretary, Faculty Center

- Trained for back-up on new POS for Copy Center.
- Updated new LM Handbook and posted it on the web.
- Researched and initiated *Lynda.com*.
- Coordinated and published *Interlink Newsletter*, Fall 2007.
- Learned how to and created interactive pdf on-line forms for LM Program.
- Recording member, Library Marketing Committee.
- Updated Special Collections, Copy Center, SUU Press brochures.
- Designed on-going Library information and events via table-top displays.
- Coordinated survey/contest with ads, table-tops. Researched and purchased prize.
- Planned and advertised five *Lunchbytes* events.
- Attended 22 hours of training including Banner, EPAF, *Lynda.com* and others.

Susan Christopher, Serials Specialist and Stacks Manager

- Completed LM 4160: *Library Computer/Reference Skills*.
- Attended Unicorn training for serials, cataloging, circulation and reserve book room.
- Worked with SirsiDynix in solving call number issues for serials, set up the holding records for all currently received serials and cleaned up serial records to have a clean, uniform look and make it easier to see what issues are available.
- Participated in gathering information for the book inventory.
- Attended 3 *LunchBytes* and 3 sessions of the Women's Week Conference.
- Attended ULA Conference in Provo, May 2008.
- Co-chair, Sunshine Committee.
- Member, search committee for the evening library assistant position.
- Member, Utah Library Association.
- Volunteer, Utah Summer Games.
- Volunteer/participant, Cedar City Livestock and Heritage Festival.

Philip Dillard, Interlibrary Loan Coordinator

- Trained Karen Wais as a back-up for ILL.
- Cross-trained in circulation.
- Participated in three on-line workshops: *WorldCat Local: Planning for Success*, *Getting the Most Out of Odyssey*, *Using Excel to Produce Statistical Reports*
- Member, UALC Resource Sharing Committee.

Loralyn Felix, Collection Development Coordinator

- Member, SUU Insurance Committee.
- Member, SUU Staff Association Executive Board.
- Co-captain, SUU Employee Giving Campaign.
- Applied for and received an Uplift Professional Excellence Grant from the Utah State Library Division.
- Prepared estimated cost lists for serials and database titles for subject specialists to review.
- Continued working with librarians in making additions and deletions to the serials and database collections.
- Began process of deleting all duplicate and outdated "On Order" entries on Corinthian that the SirsiDynix upgrade didn't eliminate.
- Reviewed and updated *Gift Procedure Handbook*.
- Completed three online MLS classes (nine credits) through Texas Women's University.

Linda Liebhardt, Circulation Coordinator

- Member, American Library Association.
- Member, Utah Library Association.
- Member-at-large, Utah Library Association Library Para-Professional and Support Staff Round Table.

- Member, search committee for night circulation staff.
- Member, Library Disaster Planning Committee.
- Attended Utah Library Association Conference, Salt Lake City, May 2008.
- Attended hours of training on Unicorn modules, regular training, SureStart calls, reporting to on-line Client Care “incidents”.
- Implemented Unicorn Integrated Library System from SirsiDynix.
- Attended four *LunchBytes* presentations.
- Viewed from SirsiDynix Institute Webinar, *25 Technologies to Watch*, by Stephen Abrams.
- Audited Art 3420 (Watercolors), Fall 2007.
- Co-chair, SUU Women’s Week.
- Co-captain, SUU Employee Giving Campaign.
- Volunteer, Utah Shakespearean Festival.

Trecia Loveland, Copy Center Assistant

- Researched, selected and purchased new equipment for copy center including: color copier, folding machine, padding machine, laminator, new desk.
- Updated the look and feel of the copy center, added more work space in the printing areas, created signage for the copy center hours and services.
- Gave tours of the copy center.
- Attended training: Excel, Banner, and purchasing.
- Member, library marketing committee.

Paula Mitchell, Archivist

- Received certification from the Academy of Certified Archivists.
- Attended *Introduction to Encoded Archival Description* and *EAD 2 HTML* (online classes offered by Amigos).
- Attended Fall and Spring CIMA Conferences.
- Attended ULA in Salt Lake City, Utah.
- Planned and hosted a Regional Archival Training Session.
- Hosted Disaster Training for Libraries and Museums.
- Co-captain, SUU Employee Giving Campaign.
- Member, committee for local arrangements for CIMA Conference held in Cedar City.
- President, Utah Manuscripts Association.
- Board member, CIMA.
- Member, SAA (Society of American Archivists).
- Member, ACA (Academy of Certified Archivists).
- Member, ULA (Utah Library Association).
- Member, CIMA (Conference of Intermountain Archivists).
- Member, UMA (Utah Manuscripts Association).
- Member, Old Main Art Committee.
- Member, Library’s Marketing Committee.

- Member, Michael O. Leavitt Library Committee.
- Member, Special Collections Committee.
- Volunteer, hostess for Utah Shakespearean Festival.

Jill Stucki, Technical Services

- Attended ULA Conference Salt Lake City.
- In process of becoming Independent NACO participant.
- Submitted 30 NACO authority records on OCLC.
- Switched from Corinthian to Unicorn Integrated Library System.
- Upgraded to OCLC Connexion 1.7 and 2.0.
- Cataloged 172 Tanner books.
- Mended 100 books and received “brush-up” instruction.
- Applied for MLS program.

Karen Wais, Library Assistant, Media/Curriculum Collections

- Completed Unicorn WorkFlows Training on-line and Reserves on-line.
- Trained in ILL and Illiad in order to be able to substitute in ILL as needed.
- Conducted tours for Education classes and South Elementary School, as requested.
- Reorganized media/curriculum area to make it more user-friendly to the public and more work efficient.
- Member, library marketing committee and created the Yellow Submarine with student workers for national contest.
- Supervised Thomas Christianson, a student volunteer twice a week.
- Attended several *Lunchbytes* and one convocation.
- Presented story hour for *Week of the Young Child*.
- Developed a more efficient method of determining what curriculum items would be added to the collection.
- Member, Sunshine Committee.

Julie Warren-Wood, Network Specialist

- Attended CODI Conference, Pittsburgh, PA.
- Attended UEN Tech Summit, SLC, UT.
- Attended an on-line course, *Preventing Hackers, Viruses and other Security Threats* at the HP Learning Center.
- Attended multiple trainings on Unicorn System Administration, iBistro configuration, and various other Unicorn offerings.
- Rebuilt failed hard drive in Illiad server and then replace it when it failed again.
- Configured new copy machine in Copy Center.
- Installed Drupal & modules for testing as possible replacement for various library webpages.
- Upgraded EZproxy to version 5.0c, Sawmill software to Version 7.2.15, and ContentDM to version 4.3.

- Resolved problems with Proxy server and went live on new Proxy server 8/07 – (includes EzProxy and ColdFusion)
- Member, Unicorn Committee to migrate Horizon 8 system to Unicorn system.
- Member, MOL Committee.
- Member, UALC Systems Committee.