

# GERALD R. SHERRATT LIBRARY

Annual Report 2008-2009



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# LIBRARY PERSONNEL

<b>Library Administration</b> .....	John Eye Vik Brown Sheri Butler Ellen Chalmers
<b>Access Services</b>	
Circulation, Reserve and Media/Curriculum Collections .....	Philip Roché Tammy Buehler Susan Bussio Susan Christopher Linda Liebhardt Trecia Loveland Karen Wais
Copy Center .....	Trecia Loveland
Interlibrary Loan .....	Philip Dillard
Reference .....	Scott Lanning David Staheli
Special Collections .....	Janet Seegmiller Paula Mitchell Linda Lokovic
<b>Technical Services</b>	
Cataloging .....	Randall O. Christensen Linda Ahlstrom Jill Stucki
Collection Development .....	Vik Brown Loralyn Felix
Serials and Government Documents .....	Scott Lanning Susan Christopher
Systems .....	Julie Wood
<b>Academic Support</b>	
Web Services .....	Richard Eissinger Scott Lanning
Library Instruction .....	Richard Eissinger
Library Media Program .....	Ralph Turner
Special Projects .....	Matthew Nickerson
Faculty Center .....	Matthew Nickerson Ellen Chalmers

# STATISTICAL SUMMARY

## ACCESS SERVICES

### Circulation

Items circulated.....	41,950*
Renewals .....	9,438
In-house items used (books = 19,292 and serials = 6,930).....	26,222
Reserve items used .....	8,907
Electronic reserve uses.....	21,275
Media in-house use total.....	<u>920</u>
Total items used .....	108,712

\*Media materials check out (included in items circulated) ..... 7,904

\*Self check-outs (included in items circulated)..... 2,639

Patrons in the library—yearly total.....	438,532
Patrons in the library—monthly average .....	36,544
Patrons in the library—typical week .....	8,433
Students FTE—Fall Semester 2008.....	7,030
Student use of collection (average).....	15.46
Number of hours open per week .....	92
Reader stations.....	1,200

### Copy Center

Copies made on copy machines & printers.....	314,825
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### Interlibrary Loan

#### Lender

Copy requests filled.....	373
Book request filled .....	<u>2,134</u>
Total requests filled.....	2,507

#### Borrower

Copy requests filled.....	875
Book requests filled.....	<u>1,080</u>
Total requests filled.....	1,955

### Reference Desk

Reference questions.....	8,568
Directional questions .....	<u>1,009</u>
Total questions.....	9,577

### Special Collections

Patrons .....	9,414
Items used .....	993

## INTERNET USAGE

### Library Website

Library Website visitors.....	217,498
Library Page views.....	960,104
Library Web total hits.....	3,486,851
Library Web total sessions .....	446,801
Total Database searches.....	663,785

### SUU Catalog (Unicorn)

Visitors.....	3,234
Page views.....	69,860
Total hits.....	84,610
Total sessions .....	10,968

## ContentDM

Visitors.....	36,518
Page views.....	21,348,540
Total hits.....	22,044,411
Total sessions.....	258,395

## Special Collections

Website visitors.....	5,946
Website page views.....	65,686
Total hits.....	99,963
Total sessions.....	13,009
Leavitt Collection visitors.....	1,967
Leavitt Collection page views.....	8,755
Leavitt Collection total hits.....	42,387
Driggs Collection visitors.....	1,546
Driggs Collection page views.....	4,630
Driggs Collection total hits.....	17,773

## TECHNICAL SERVICES

### Collections

Volumes added (includes e-books).....	22,640
Volumes deleted.....	9,300
Cataloged volumes in the collection June 30, 2009.....	278,259
Volumes per FTE student (including electronic books).....	39.58
Books, serial backfiles and other paper materials.....	8,350
E-Books.....	8,346
Microforms.....	31,960
Audiovisual.....	15,849
Serials titles (print and microform).....	1,005
Serial titles (electronic full text).....	<u>36,270</u>
Total serial titles.....	37,275
Active titles.....	569
ERIC titles.....	480,977
Databases (Electronic reference sources and aggregate services).....	230

### Digital Collections

ContentDM collections.....	24
ContentDM images.....	23,126
EAD collections.....	50
EAD images.....	11,047

## ACADEMIC SUPPORT

### Library Instruction

Groups.....	160
Students instructed.....	4,775
LM1010 students.....	2,714

### Personnel (FTE)

Faculty.....	7.2
Professional staff.....	7.2
Classified staff.....	4.09
Non-Contract staff.....	.49
Library students.....	3.89
Copy Center students.....	1.65



# LIBRARY ADMINISTRATION







## ADMINISTRATION 2009

### Budget Cuts

SUU and the Library faced significant state mandated budget cuts. In October, four percent was cut from the library budget resulting in eliminating the Faculty Center, the evening reference librarian position, and 1½ student positions. Collection monies allocated to University departments were cut 10% and print serial budgets were cut 20%.

An additional five percent will be cut July 2009. As a result, the open faculty position vacated by Thomas Ricks will not be filled, five student positions will be cut as well as reduction to travel, supplies and materials budgets.

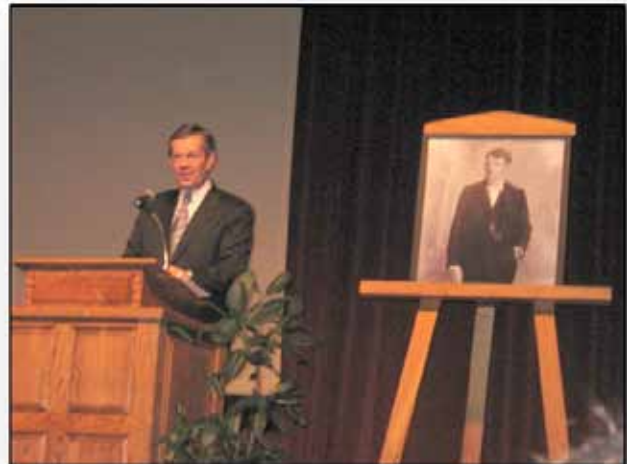
### M.Ed. with Library Media emphasis

A Master of Education degree (M.Ed.) with a Library Media License emphasis was approved by the Board of Trustees and Board of Regents. Students completing this degree will simultaneously complete the M.Ed. and the Utah Library Media Endorsement. The new degree requires 42 credit hours which includes six LM courses (18 hours). Students will be able to begin the degree Fall 2009.

### Howard R. Driggs Memorial Lecture

Former Health and Human Services Secretary Michael O. Leavitt delivered the inaugural Howard R. Driggs Memorial Lecture on March 11<sup>th</sup> as part of SUU's Founders' Day Celebration. He spoke on *Health Diplomacy: From the American People*. The lecture was sponsored in part by a generous donation from the Howard R. Driggs Memorial Foundation and may be viewed or downloaded at <http://www.li.suu.edu/driggscollection/lectures.htm>. An endowment has been established to perpetuate the lecture

series into the future and Pulitzer Prize winner Daniel Walker Howe has agreed to give the lecture next year. A lecture committee, chaired by Janet Seegmiller, planned the event. Other committee members include Camille Bradford, Allen C. Christensen, John Eye, Wayne Hinton and Mark Miller.



### Capital Campaign

A Friends of the Library Advisory Committee was formed to assist the Library in raising funds for the University's internal campaign goals. An organizational meeting was held May 27, 2009 and an enrollment plan will be rolled out Fall Semester. Members of the

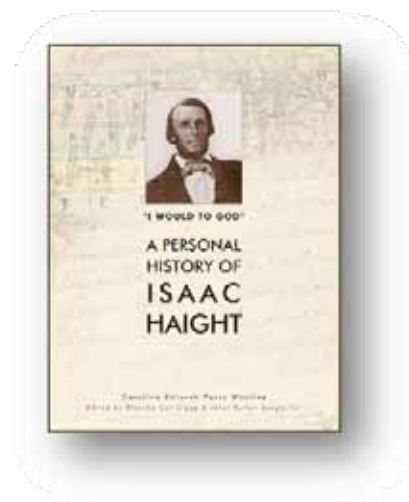
Committee include Randall Allen, Douglas G. Bonzo, Camille Bradford, Helen Englehart, Diana Graff (chair), Anne Leavitt, Barbara Matheson, Clayton Petty (vice chair), Gerald Sherratt, Evan Vickers and Lorraine Warren.

In addition to founding the Friends of the Library Advisory Committee, the Library has been involved in other campaign activities. Library personnel have met regularly with Directors of Development Michael Anderson and Jeff Fisher to identify funding possibilities. The Library participated with the Development Office and the College of Performing and Visual Arts in funding The Foundation Center database and print collection. This collection which is housed in the Library will be used by campus entities in researching funding opportunities. For the second year in a row, 100% of the library employees donated to the internal campaign.

### **SUU Press**

The Press published *I Would to God: A Personal History of Isaac Haight* by Caroline Keturah Parry Woolley. Woolley, a Cedar City native, taught at the Branch Agricultural College in 1914-15. In 1966 she gave the College of Southern Utah Library her manuscript collection most of which concerned the founding of the Branch Normal School. Her collection also included her manuscript of *I Would to God* which was edited by Blanche Cox Clegg and Janet Burton Seegmiller.

Also published this year was Volume 8, 2008 of *The Journal of the Wooden O Symposium*.



### **Grants**

The Library received two grants from USHRAB (Utah State Historical Records Advisory Board) to digitize 1,500 photographs into our online collections and support our role as a regional repository.

### **Personnel**

John Eye was appointed Interim Dean of Libraries July 2008 following the retirement of Diana Graff. Thomas Ricks resigned his faculty position in September and was not replaced as his position was part of the Library's budget cuts.

Linda Lokovic completed her 18 month contract to assist with former Governor Leavitt's Project Prologue.

### **Awards**

Sheri Butler and Richard Eissinger received significant University awards as part of University Commencement Week activities. Sheri was named the Outstanding Female Staff Member and Richard was named Distinguished Faculty Member.

The Utah Academic Library Consortium (UALC), of which the Sherratt Library is a member, received the Utah Best of State award in May of 2009. The award recognizes organizations that:

- Excel in their endeavors

- Use innovative approaches or methods
- Contribute to a better quality of life in Utah

### Historic court records presented to SUU

Historic records from the modern-day Fifth District Court and the territorial Second District Court were microfilmed by the Utah State Archives and are now accessible to local researchers at the Sherratt Library. Grant funds from the National Historical Publications and Records Commission (NHPRC) allowed the Utah State Archives to archivally process, microfilm, and create finding aids for the historical records of Utah's Fifth District Court (Washington, Iron, and Beaver Counties) from statehood in 1896 to 1955 and for the Territorial Second District Court which was seated in Beaver County from 1870 to 1896. These southwestern Utah court records are a valuable resource for research into the lifestyles and challenges of the people in this area.

### Exhibits

The Library sponsored four exhibits in the Library's gallery.

*Early Utah Masterpieces*, sponsored by the *Utah Arts Council*, was a series of twenty-six reproductions of paintings from the "Alice Art Collection". The historical significance of these early paintings tells the story of the early Utah pioneers, the era in which they lived, and the places and people they knew. The pieces displayed in this exhibit were giclee reproductions of the original paintings.



The College of Humanities and Social Sciences cosponsored the *Hiroshima Peace Memorial Exhibit* in conjunction with convocation speaker Shigeko Sasamori, a Hiroshima bomb survivor. The exhibit will be shown in all 50 states and SUU was granted hosting privileges for Utah.



*Art Meets History with the Powell Expedition* highlighted one of the most important events of exploration in the West. In 1964, the United States Bureau of Reclamation commissioned Utah artist William Dean Fausett to record the pioneer spirit of Major Powell and the majestic grandeur of the country he explored. The exhibit included 22 sepia drawings.

The Library celebrated Zion National Park's centennial year with an exhibit of photos entitled *Celebrating Zion's Centennial: Historical Photographs from Sherratt Library's Archive*. It featured 23 enlargements of photographs highlighting the Park's beauty as well as its historical contribution to the development of southern Utah. Photographs include activities such as logging, trailblazing, housing, recreation and tunnel building.



### **UALC Webcasts**

Utah Academic Library Consortium (UALC) and the Sherratt Library sponsored five webcasts. Three were part of the Soaring to Excellence series: *Reversing the Ratchet: Basic Technology Adoption Strategies for Library Workers*, *Targeting the Ages: Programming that Hits the Mark*, and *An Ounce of Prevention: Health Reference Basics*. The other two were from the Library Challenges and Opportunities 2009 Series: *Information Literacy for Life*, and *Diversity Beyond the Obvious*.

# ACCESS SERVICES





## ACCESS SERVICES

During the past year, Access Services has continued to change and grow in an effort to improve services provided to all patrons who utilize Library resources and information.

Within the circulation department, operations stabilized as staff became more familiar with the SirsiDynix Unicorn circulation system. In addition, the staff carried out a database cleanup project and continued to update policies and user guidelines as needed. Moreover, an Alliance for Education agreement was finalized, thereby creating a pact between Bryce Canyon National Park, the National Park Service, the United States Department of the Interior, and SUU "in order to establish a cooperative and mutually beneficial working relationship" that includes loaning of library materials to these federal entities.

The copy center continued to acquire and update new equipment to improve efficiency and customer service; two new copiers were purchased and both the microfiche reader/printer and poster printer were upgraded. Also, product codes and price lists were simplified for ease of patron use. Unfortunately budget cuts on campus had a negative effect on the copy center revenue which could affect future services.

Interlibrary loan (ILL) continued to be a very active operation as over 6,100 borrowing and lending transactions were processed.

In the media and curriculum collections, space continues to be a concern. As a result, all potential additions were reviewed as per their value and potential usefulness. Technical Services assisted in creating a procedure that avoids processing every piece of material added to the Curriculum Collection which will save staff time. Additionally, several shifting and de-selection projects were undertaken in order to accommodate newer materials.

As with previous years, the highlight of Access Services continues to be the consistently exemplary service that all staff members provide to those who utilize Sherratt Library resources.

## CIRCULATION AND RESERVE

A year of stability on Unicorn's Integrated Library System was a pleasant change this year for the circulation department. Fewer calls and emails were submitted to SirsiDynix for support, and the online system is stable. It took considerable time to receive SirsiDynix's assistance to create accurate reports but the needed data is now available although the formatting is cumbersome and consumes a lot of paper.

Overdue notices have been sent via email for over a year and students and faculty can easily renew items via email. A marked savings in postage, paper and envelopes has resulted. It has also saved students from paying fines needlessly which resulted in a

Circulation Statistics			
	2006-07	2007-08	2008-09
Books In-House	19,789	13,538	19,292
*CKO Media	6,383	8,416	7,904
CKO Reserve	8,692	6,133	8,907
Electronic Reserve	21,978	22,938	21,275
Items Circulated	35,364	29,276	41,950
Laptop CKO	916	863	319
Media In-House	1,312	447	920
Patrons	377,743	420,179	438,532
Renewals	6,367	655	9,438
Serials cko	791	777	761
Serials In-House	4,879	6,285	6,930
*Special Collections	1,007	1,503	752
Tests Proctored	47	66	44**
*Included in total items circulated.			
**Campus testing center opened this year resulting in fewer tests proctored by the library			



dramatic decrease in fine money collected. Also, for those patrons who DO owe fines or have overdue materials, holds are being placed in a timelier manner as the overdue notices are monitored daily.

Many “expired” Utah patron records were deleted from the Unicorn database reducing the number from 305 Utah patron records to 182. Student records are being downloaded each semester which results in a larger database, but periodic cleanups of those records are completed by running a simple report to delete inactive users.

Students enjoy the three more study rooms which were mediated with a computer, projector and screen. Now, only three more need to be mediated.

A Datalogic “Pocket Circ” tool was purchased during the past year to facilitate in the inventory process, but the software is fraught with problems and we haven’t been able to produce usable inventory reports from this unit.

Some circulation policies were reviewed this past year, and the corporate/business privilege form was updated. Locker check outs were up the past two semesters, and Electronic Reserve received 21,275 hits this year.

## COPY CENTER

The copy center enjoyed another successful year. As a result of new products acquired this year, customer service was improved with faster delivery of products and or services. Some of the upgrades and improvements include:

- Updated microfiche software
- A new fax machine
- A new public printer
- Two new copiers
- Updated bulletin boards
- Upgraded poster printer
- A simplified price list and product codes for ease of patron use

Copy Center			
	2006-07	2007-08	2008-09
Patrons	19,690	39,380	29,535
Days Open	318	315	316
<b>Copies Made</b>			
Black & White Copiers (4)	377,224	390,241	279,938
Color Prints	7,508	13,286	23,963
Laser Printer	11,661	6,830	10,924
<b>Total number of copies</b>	<b>396,393</b>	<b>410,357</b>	<b>314,825</b>
Number of machines	6	6.5	6
Letter Die-Cut Usage Hrs	101 hrs	24	23
Letter Die-Cuts sold	5,238	4,083	1,127
Cricut Pages	n/a	n/a	210
Faxes (Pages sent & received)	2,869	2,645	3,116
<b>Employees</b>			
Classified Staff	0.75	1	1
# of Students Hired	5	7	5
Total student hours worked	3,425	3,330	3,425

The copy center continues to maintain a customer-friendly atmosphere by implementing a user-friendly layout designed to encourage student collaboration. Sale items (such as color copies and Scantrons), pre-made packets, and a “free” table with giveaways have all improved customer relations. Patrons continue to give positive feedback regarding these features. In spite of all these efforts, revenues are down as departments on campus were affected by the mandated budget cuts.

## INTERLIBRARY LOAN

The Interlibrary Loan Department processed over 6,100 transactions this year. Due to the unavailability of many items, not every transaction resulted in an item being sent out or received. Our fill rate for the year was about 72% for lending and 75% for borrowing.

Interlibrary Loan			
	2006-07	2007-08	2008-09
Books loaned	1,975	2,055	2,134
Books borrowed	1,394	1,205	1,080
Copies sent	462	448	373
Copies received	1,059	935	875
<b>Totals:</b>	<b>4,890</b>	<b>4,643</b>	<b>4,462</b>

### Borrowing:

Borrowing refers to SUU patrons requesting books, videos, journal articles, etc. which are not in our collection. Of the requests for both loans and journal articles, 75% to 85% were from students and the remaining from faculty and community patrons. Items were received from 310 libraries this year, with more than 60% of the transactions being done with Utah academic and public libraries. Requests for 2,495 items were sent, of which 1,922 were filled and 573 were cancelled. As for journal articles, 355 new patron accounts were created for articles that were to be electronically delivered by Odyssey or Ariel. Ariel continues to be a very unreliable and frustrating program that must be used as many libraries only have that system. Turn-around time from requesting the journal to its being delivered to the patron on the web is 2.57 days.

### Lending:

ILL sent out loans (books, videos, scores) and journal articles to 650 libraries in most of the fifty states, as well as Canada. Requests for electronically delivered articles were made from as far away as Brazil and several Far East countries. The number of requests totaled 3,568, of which 2,468 were filled and 1,100 were cancelled. Turn-around time for articles was 2.17 days. The journal most frequently requested from our library continues to be the SUU Press publication *The Journal of the Wooden O Symposium* with nearly 100 requests.

As ILL requests increase, the demand to improve turn-around time will be the most pressing need. Additional student workers will be required during the busiest times.

## MEDIA AND CURRICULUM COLLECTIONS

Weeding continues to be a priority in the media and curriculum collections. Each year an immense number of complimentary curriculum items are sent to the library. Due to lack of shelf space it is not possible to add all materials received to the collection. Therefore, each new curriculum item is now reviewed to decide whether or not it will enhance the collection. In an effort to be more efficient and cost effective barcodes and tattle tape are not used in every item in a series, however a spine label is placed on each item. The teacher and student editions of each series are cataloged and the other materials associated with that series are placed on the shelf and the call number is written on each item by a student worker. If a patron wishes to check out an item which is not cataloged a "fast add" is used to add that item to the system. This method reduces cataloging costs by saving hours, using less cataloging materials and also saves time when de-selecting.

After a number of years, de-selection of government CD-ROMs was conducted this past year. This is now scheduled to be performed each July in order to keep the collection current. In addition, while curriculum materials, DVDs, CDs, and audio books are constantly added to the collection, this past year fifteen new anatomy models were also added. As the collection continues to grow, shifting of materials to accommodate this growth is a constant concern.

Faculty usage of the media reserves has doubled in the past year and additional shelf space will be needed if this pattern continues. Tours of both collections continue to be requested by professors. Nine tours were conducted this year.

The number of recorded patron visits to the media and curriculum collections has decreased this year. While increasing attendance has been an ongoing goal, the method for collecting statistics was changed this year to an electronic system.

<b>Media and Curriculum Collection Statistics</b>				
	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>% Change</b>
Use of Equipment	1,691	1,456	1,624	12%
Patron Visits	7,203	9,688	9,093	-6.1%
Media Materials Holdings	14,672	15,395	15,591	1.27%
Media Materials Checked Out	7,942	8,416	7,904	18.5%
Curriculum Materials Holdings	18,018	8,995	7,551	-50%
Curriculum Checked Out	851	1,220	1,280	5.0%
Number of items in Audio format	2,619	2,676	2,735	2.2%
Number of items in Video format	8,875	9,582	9,632	8.0%
Number of items in graphic collection	280	280	82	0%
Number of items in cartographic coll.	3,045	3,290	3,142	1%

One of the factors possibly contributing to the decrease in attendance may be that student workers were not as diligent about recording the number of patron visits. Staffing adjustments were made that took the media assistant out of the collections more hours a week. As a result the media/curriculum collection was not always staffed.

As with last year, there is still concern regarding growth and space issues in both collections. Moreover, the VHS and audio collections will need to be replaced with more current technology formats.

## **SPECIAL COLLECTIONS AND ARCHIVES**

Special Collections and University Archives continues on its upward path of growth in collections and service to SUU and community patrons.

<b>Special Collections Statistics</b>			
	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>
Attendance (Door Count)	8,702	9,080	9,414
Number of materials/collections used	1,034	1,104	993
Patron Reference Statistics	2,218	2,255	2,650
Linear feet of manuscripts & archives	1,709	1,756	1,831
Photographs, slides, negatives	89,813	91,813	1,291,813
The library received 1,200,000 negatives from Max Bonzo (local photographer)			

Special Collections welcomed the Michael O. Leavitt Center for Politics and Public Service, an expansion of the Michael O. Leavitt Collection. Doug Larson was hired as director of the center which oversees the placement of student interns and coordinates the work on Project Prologue. Special Collection staff members have been supporting Larson in his work by transcribing taped interviews, scanning documents, and digitizing photographs. In January, former

Secretary of Health and Human Services and past Governor of Utah, Michael O. Leavitt and two of his staff members, Rich Mckeown and Denise Schwarz became guest residents of Special Collections working on several projects.

Following the dedication in 2008 of the Howard R. Driggs Room, the Driggs family initiated an annual lecture series to honor Dr. Driggs and bring national attention to his life's work and collection housed in our Special Collections. Michael O. Leavitt presented the inaugural Howard R. Driggs Memorial Lecture on March 11<sup>th</sup>, 2009.

In June, long-time Cedar City photographer Max Bonzo donated his large commercial collection of images, mostly in the form of negatives. This represents 37 years of photography and contains approximately 1,200,000 images. As a professional photographer, he has documented weddings, family reunions, graduations, babies, and family groups from 1972 to 2009. The Max Bonzo Collection will be archived beside the Homer Jones Collection. A name searchable database will be created to enhance public access in the future.

Historic images from Special Collections and University Archives were featured at several campus and community events. Photographs from the University Archives were table decorations for Founders' Day Banquet in addition to adorning the walls of the President's home. To commemorate Zion National Park's Centennial, an exhibit of historical photographs was created and hung in the Sherratt Library. This exhibit will travel throughout the state during 2009 and 2010. Images of Cedar City were also used as center-pieces at the Hunter House Dinner and Auction held at the Iron Mission State Park Museum.

Utilizing a USHRAB grant for digitization of photograph collections in our region, over 1500 images were scanned, described and added to the Mountain West Digital Library. Collections added are those of the Iron Mission State Park Museum and the Iron County Extension Office photos from 1916-1948.

Additional highlights during 2008-2009

- Provided photographs to several different companies doing documentaries on Zion National Park.
- Contributed to the Cedar Livestock Festival, the Francis Webster statue unveiling, and several projects in conjunction with Zion National Park Centennial Celebration.
- Acquired additional books for "Concerning Women: The Barbara Treahey Matheson Collection of Books By, For and About Women."

<b>Special Collections Materials Accessible</b>			
	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>
Special Collections, (incl. Palmer, Matheson & Driggs books)	13,359	13,856	14,341
Burch Mann Collection	1,852	1,859	1,859
Dalley Scores	2,840	445	445
John Seymour Collection	3,924	3,922	3,921
Maps	433	433	434
Oral History Collection	337	336	336
Performance Library	298	298	298
Scores		2,395	2,490
Special Collections Serials	82	82	82
SUU Archives	293	293	293
Tanner Books	2,394	2,594	2,772
Textbook Collection	1,287	1,287	1,287
Other	271	n/a	n/a
<b>TOTAL</b>	<b>27,370</b>	<b>27,800</b>	<b>28,558</b>



# REFERENCE SERVICES





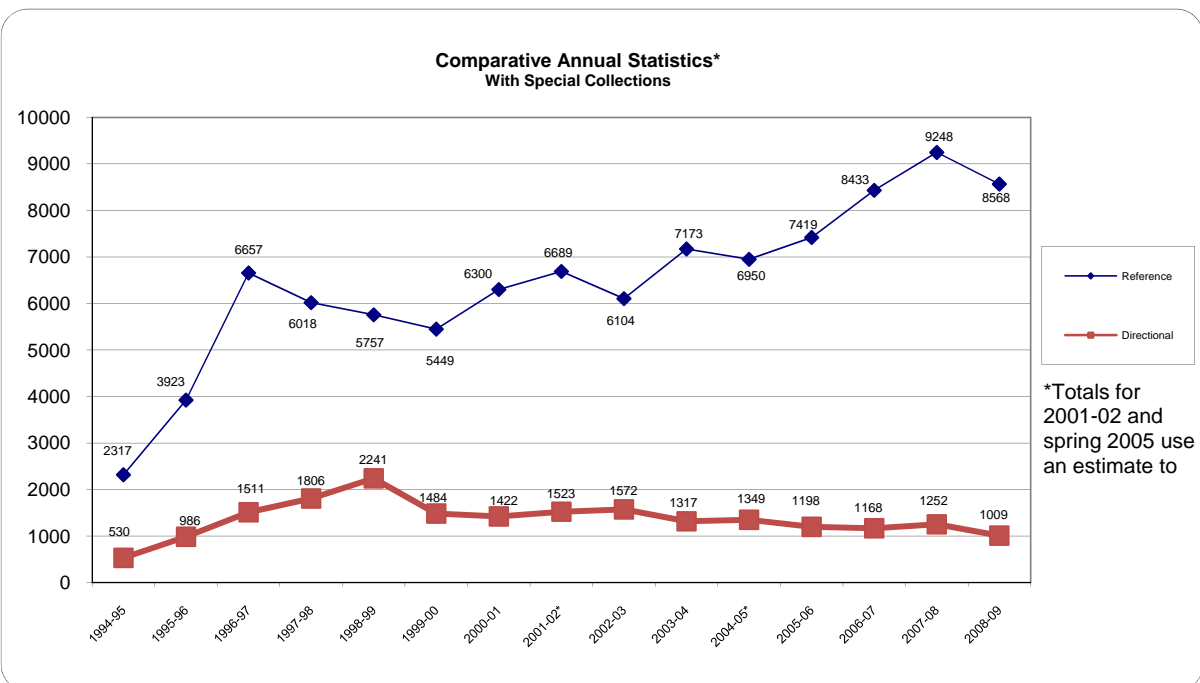
## REFERENCE SERVICES

Reference statistics were down this year for the first time in three years, falling 8% from 9,248 last year to 8568 this year. The largest drop came in the number of LM 1010 questions which were off by 18% from last year. Last year, they accounted for 26% of all reference transaction. This year, they accounted for 24%.

Discounting the LM 1010 transactions, reference questions were still down, but only 4.7%. This is the second year in row that the number of LM 1010 transactions fell. LM 1010 and Special Collections account for the bulk of our reference questions. Special Collections transactions are up 15% over last year from 2,251 to 2,650. The academic college with the most transactions continues to be Humanities.

The middle of the week, Tuesday, Wednesday and Thursday, continue to be our busiest days. The hours of 11:00 am to Noon and 1:00 pm to 4:00 pm are our busiest hours.

Reference Questions			
	2006-07	2007-08	2008-09
Reference	6,192	6,997	5,918
Directional	1,168	1,252	1,008
Special Collections	2,241	2,251	2,650
<b>Total Questions</b>	<b>9,601</b>	<b>10,500</b>	<b>9,576</b>







# TECHNICAL SERVICES





## TECHNICAL SERVICES

### CATALOGING

It is sometimes said that, "No news is good news." This describes Technical Services this year. Unlike recent years, Technical Services wasn't involved in a major online library system beta test, implementation, or version change. We remained

stable on SirsiDynix's Unicorn System, which reduced stress levels and provided the opportunity to concentrate on cataloging tasks rather than learning to use new software.

A major activity beyond the normal processing of books was the cataloging of the Fifth District Court microfilm. Records on Beaver, Iron, and Washington County from 1896 to 1990 were added from 548 reels of microfilm. Civil, criminal, general, naturalization, and probate cases are included.

Other unusual activities were cataloging posters from the Hiroshima exhibit and new anatomical models.

Cataloging Statistics			
	2006-07	2007-08	2008-09
Volumes added	15,038	30,530	22,640
Volumes deleted	3,022	14,141	9,300

### DIGITIZATION

The following collections were added to the Library's digital resources.

- *Allen Leigh*. This collection contains photographs of scenery and life in Southern Utah. Ashdown Gorge, Brian Head, Cedar Breaks, and Navaho Lake are featured. Also included are Utah Parks Company employee activities.
- *Southern Utah University Drama*. The SUU Drama Department Collection contains a sampling of photographs from theatre productions during the 1970's, 80's, and 90's.
- *Emery County History*. This collection contains photos showing the history of Castle Valley: towns, people, coal mining, the uranium boom, ranching, Fremont and Archaic Culture rock art, dinosaur fossils, the Huntington woolly mammoth discovery, in addition to unique geologic formations and the history of the San Rafael Swell.
- *Iron County Extension Office*. This collection has photographs taken from the annual reports submitted by the Iron County Agricultural Agent during the years 1916-1948.
- *College of Southern Utah*. Southern Utah University was known as the College of Southern Utah from 1953 to 1969. These photographs give an insight into college events and life during that time.



Photo from Allen Leigh Collection

### COLLECTION DEVELOPMENT AND GIFTS

The sluggish economy has affected collection development just as it has other areas in the library. State mandated budget cuts made it necessary to decrease the library materials

budgets allocated to University departments by 10%. Because of the reduced budgets and higher prices of scholarly resources, the library was only able to order approximately 85% of the number of new materials for the collection this year than during the previous fiscal year. Unless the economy improves significantly in the near future, additional cuts will likely need to be made to department library budgets during the 2009-2010 fiscal year, which will result in even fewer resources being added to the collection.

After reviewing usage reports, library subject specialists decided to cancel several databases rather than renew the library's subscriptions to them. Faculty felt the money saved on two of the databases could be used more effectively, and another one was a casualty of the budget cuts. Other databases will be examined and considered for cancellation as they become due for renewal. The librarians have also spent the last several months reviewing the print serials in the collection and have identified numerous titles that will be cancelled during the upcoming budget year. The decision for print serials to be cut was based on usage statistics and the availability of the journals in full text databases.

During tough economic times, funds awarded to the library through grants, and revenues realized from endowments prove to be especially helpful as do gifts received from individuals and organizations. A \$14,000 grant from the Marriner S. Eccles Foundation made it possible for the library to add 375 new books to the collection that support scholarly teaching, research, and learning. Additional important academic library materials were purchased with the interest received from the Huntsman, Lunt, Southwick, Hunter, and Palmer endowments.

The library continued to benefit from the receipt of public school adoption sample materials from various publishers although considerably fewer items were delivered during the last twelve months than in years past. The donation of the adoption samples makes it possible for the library to maintain an up-to-date Curriculum Collection, which is needed to support education related courses.

As a result of the closing of the weaving lab, the library received 374 weaving related books and serials. Fred Lohrengel, a professor of geology at SUU, donated 311 serials related to his field of study. The Iron County Engineer's Office gave the library 174 serials. Local artist and SUU alumnus Mary MacDonald contributed 54 books and serials about pottery from her personal collection.

<b>Gifts 2006 - 2009</b>			
<b>Type</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>
Hardback	712	1,693	832
Paperback	1,592	11,697	3,806
Magazines	662	269	967
Miscellaneous	508	3,533	1,036
<b>Totals</b>	<b>3,474</b>	<b>17,192</b>	<b>6,641</b>

## **SERIALS AND GOVERNMENT DOCUMENTS**

As part of our budget cuts \$20,000 in journal subscriptions were cancelled. In order to make the best decisions for the cuts, statistics were gathered for in-house use and check-outs of journals as well as pricing and full text database availability. The data was compiled in a spreadsheet to allow subject specialist to review journals in their subject areas and decide which to keep and which to cut. Colleges and departments were contacted with this information giving them the opportunity to have some input into the process. Most titles

cut had full text availability in one or more databases. This reduces the number of titles which are effectively paid for twice significantly; however, it does make the library more dependent on databases to provide for journal needs.

<b>Serials Statistics</b>			
	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>
<b>Titles</b>			
Serial Titles (print and microform)	1,025	1,010	1,005
Serial Titles (electronic full text)	24,270	25,990	36,270
<b>Total Serial Titles</b>	<b>25,287</b>	<b>27,000</b>	<b>37,275</b>
Active Titles	538	525	520
<b>Government Documents – all formats, all collections</b>			
United States (new adds)	3,026	1,701	2,554
Utah (new adds)	115	132	74

Most importantly was the information obtained from a UALC meeting which indicated that documents could be received electronically and count towards depository status. Since a large part of our documents collection receives little use, switching these documents to electronic format should help with issues of space and weeding. The switch will take place this summer. Finally, some CD-ROM's were pulled to be weeded and a problem with receiving maps that were not on our selection list was resolved.

## **SYSTEMS**

Systems enjoyed a relatively smooth sail this year. The library staff adjusted to the Unicorn Integrated Library System and became more efficient in using the available modules, running reports and accessing the needed data. The currently enrolled student database was acquired and uploaded successfully to the Unicorn server. Uploading current students at the beginning of each semester will now become standard practice. This ensures that when a student steps into the library to checkout materials, their user information is already loaded into the system.

The ContentDM server was configured for remote access, allowing Emery County employees the ability to upload pictures and data remotely to our digital collections. Wordpress, an online content management site, was configured and updated for the Honors program to host their Partners in the Park website. An available server was configured and installed with MediaWiki to host a new wiki site for the Michael O. Leavitt collection.

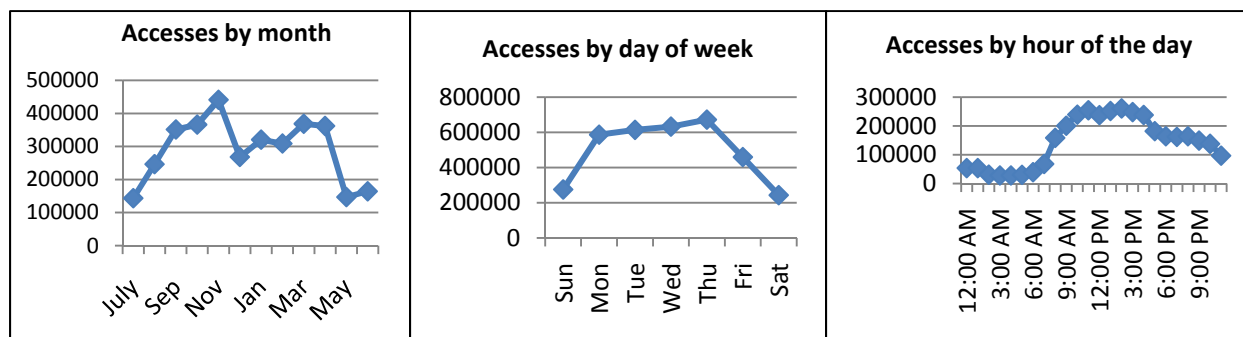
Various software updates were installed to the latest available releases. These included EZproxy, Cougar Mountain (point of sale in Copy Center), ContentDM, and Illiad. The Drupal site was also updated; however, this site is not currently in production.

After an IT/Network audit performed on campus last fall by UEN, it was discovered that the campus network had many security risks and holes that needed to be plugged in order to assure a safer network. UEN was successful in gaining access to the library's Unicorn server and carried out a SQL injection (inserting data and removing data from the database). This was due in part to the lack of network restrictions, and also due to a security vulnerability in the Unicorn software. In order to tighten up security, a firewall was placed between all library faculty and staff computers, the library lab, and the library servers. As part of this switch, library faculty and staff were placed on a different subnet from the servers, as well as the library lab being separated to its own subnet. This will enable IT to

view ALL attempts to access library servers and deny those attempts that don't have specific rights to access servers.

## WEB SERVICES

A review of the number of times the Library Web site is accessed by month, day of the week, and hour of the day illustrates that 24/7 online access to library electronic resources is a major resource to support this academic community.



One measure of use of library electronic resources is a count of the number of times library Web pages are accessed. The following table illustrates the SUU Library most access resources:

Most Accessed Resources			
Resource	Clicks	Resource	Clicks
Academic Search Premier	57,382	Sage Journals Online	941
Library Catalog	34,938	Education Full Text	881
Electronic Reserve	15,263	Psychology & Behavioral Sciences Collection	878
ProQuest Newspapers	13,823	CINAHL	858
CQ Researcher	7,610	Project Muse	816
JSTOR	4,229	Cedar City Public Library	812
CREDO reference / formerly Xreferplus	4,165	Academic Pioneer	749
Opposing Viewpoints Resource Center	3,990	MorningStar.com	729
Business Source Premier	3,641	BioOne	680
Communication & Mass Media Complete	3,056	ERIC	658
SIRS Knowledge Source	2,783	ILLiad	654
LexisNexis Academic	2,256	DOAJ -- Directory of Open Access Journals	627
PsycINFO	1,992	AccessScience	614
Webfeat	1,741	Safari Books Online	609
Naxos Music Library	1,673	SUU Press	556
Utah's Catalog	1,203	MEDLINE	543
WorldCat	1,006	Ethnic NewsWatch	487
EBSCOhost	969	Annual Reviews	485
Oxford Reference Online	953	Cochrane Library	439

Electronic resources such as databases and Internet resources continue to be an important library service to the students, faculty and staff at SUU. The following table

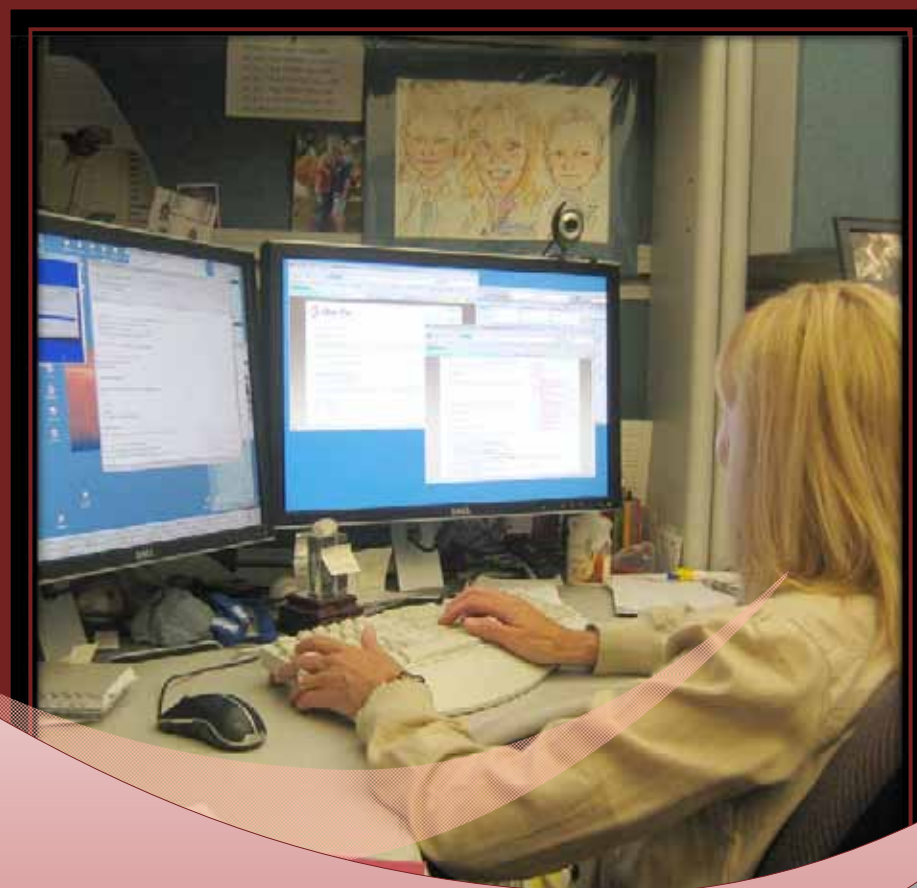
shows the breakdown of searches of subscription databases available through the SUU Library.

<b>Subscription Database Usage Statistics 2008-2009</b>			
<b>Subscription database</b>	<b>Searches</b>	<b>Subscription database</b>	<b>Searches</b>
Academic Search Premier	189,219	Fuente Academica	2,584
ProQuest Newspapers	36,211	AGRICOLA	2,581
Wall Street Journal	36,199	Teacher Reference Center	2,455
Opposing Viewpoints Resource Center	20,080	Library, Information Science & Technology Abstracts	2,201
JSTOR	17,045	GreenFILE	2,082
Communication & Mass Media Complete	15,967	SPORTDiscus	1,824
Business Source Premier	13,912	Art Full Text	1,657
PsycINFO	12,598	WorldCat	1,586
CQ Researcher	11,236	EBSCO Animals	1,556
Research Starters - Business	9,888	Dissertations @ the U of U	1,476
SIRS Knowledge Source	9,401	Research Starters - Education	1,475
LexisNexis Academic	7,215	Annual Reviews	1,459
Psychology & Behavioral Sciences Collection	6,983	Congressional Universe	1,454
CINAHL	5,824	EBSCOhost	969
ERIC	5,113	ComAbstracts	812
GeoRef	4,995	Academic Pioneer	749
Health Source Nursing Academic	4,738	American Mathematical Society Journals	749
MorningStar.com	4,524	MathSciNet	749
ALT-HealthWatch	4,479	Literature Resource Center	535
Health Source Consumer Edition	4,281	Art Museum Image Gallery	425
MLA International Bibliography	4,183	PubMed	406
Oxford Reference Online	4,022	PubMed Central	381
MEDLINE	3,944	Merriam-Webster Dictionary	355
Regional Business News	3,795	EconLit	338
Education Full Text	3,789	ERIC.ed.gov	312
Biomedical Reference Collection: Basic	3,739	Gale Virtual Reference Library	305
Newspaper Source	3,679	Project Muse	287
Ethnic NewsWatch	3,541	Criminal Justice Abstracts	273
Professional Development Collection	3,388	FORENSICnetBASE	267
America: History & Life	3,355	Childrens Literature Comprehensive Database	253
GenderWatch	3,307	Buros Institute of Mental Measurements	245
Funk and Wagnalls New World Encyclopedia	3,261	Merck	242
Primary Search	3,261	Arts & Humanities Search	234
TOPICsearch	3,120	EDGAR	219
Legal Collection	3,115	BioOne	205
Middle Search Plus	3,025	PubChem	163
Computer Source	3,015	Wall Street Journal Historical 1889-1989	148
MasterFILE Premier	2,954	Research in Dance Education	146
Religion & Philosophy Collection	2,911	BNA Online	122
Military & Government Collection	2,857	Sage Journals Online	110
MAS FullTEXT Ultra	2,834	GEODATABASE	79
Vocational & Career Collection	2,706	Auto Repair Reference Center	56
MedicLatina	2,596	Dissertations	45
CREDO reference / formerly Xreferplus	2,584		



Several databases were added this year to support academic department research efforts. These databases include *Footnote*, a database of full text historical documents, the *Foundation Directory Online* providing access to a grant and foundation directory, the *Research in Dance Education* database, the *SciFinder Scholar* database providing access to the *Chemical Abstracts* database, and the SPORTDiscus database covering physical education topics.

# ACADEMIC SUPPORT





# ACADEMIC SUPPORT

## LIBRARY INSTRUCTION AND ORIENTATION

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 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.

Library Instruction Sessions			
	2006-07	2007-08	2008-09
Sessions	187	197	160
Students	4,424	4,486	4775

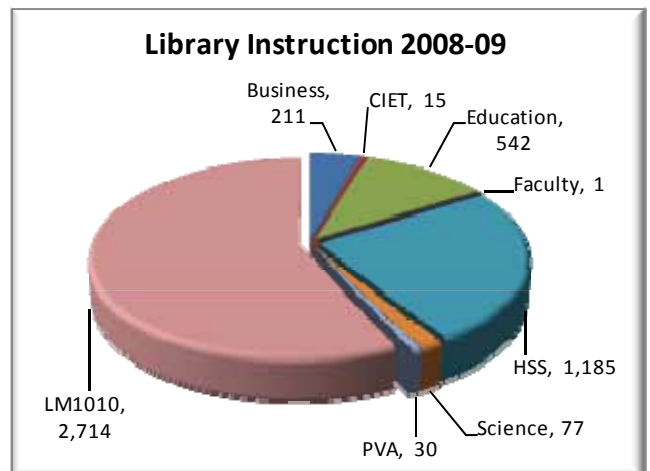
Library Instruction by College		
Subject	Tours	Students
Business	9	211
CIET	1	15
Education	20	542
Faculty	1	1
HSS	63	1,185
Science	4	77
PVA	2	30
LM1010	60	2,714
<b>TOTAL</b>	<b>160</b>	<b>4,775</b>

The LM1010 *Information Literacy* course completed its ninth year as a general education, one credit, online course. For the 2008-2009 academic year 1,923 students (75 class sections) enrolled LM1010 to complete their information literacy general education requirement. This continues the high enrollment numbers for this class: 2007-2008, 1,949 students (74 classes); 2006-2007: 1,460 students (69 classes).

For the academic

year, 62% of LM1010 students were freshmen, 24% sophomores, 7% juniors, and 7% seniors.

During Fall 2008 the majority of LM1010 students (80.3%) were also enrolled in a cohort UNIV1000 class; in Spring 2009 this number dropped to 52.3% of LM1010 students in cohort UNIV1000 classes.



## LIBRARY MEDIA PROGRAM

A Master of Education degree (M.Ed.) with a Library Media License emphasis was approved by the Board of Trustees and Board of Regents. Students completing this degree will simultaneously complete the M.Ed. and the Utah Library Media Endorsement. The new degree requires 42 credit hours which includes six LM courses (18 hours). Students will be able to begin the degree Fall 2009. In May 500 emails were sent out announcing the addition and value of this program including the following excerpt: *We believe this program will be of interest to you because it is unique in Utah and it supports the needs of future school library media professionals. As with our existing endorsement program, the courses are completely online and our tuition is unbeatable.*

This year 35 applications were accepted into the Library Media program and 13 students completed

Library Media Program			
	2006-07	2007-08	2008-09
Applicants	31	62	35
Graduates	9	9	13

their practica, four more than last year. The program has been promoted at a number of conferences. In addition, the LM webpage has been updated and includes the mentor handbook and online forms for both mentors and students. This will streamline the application and reporting processes.

## MARKETING

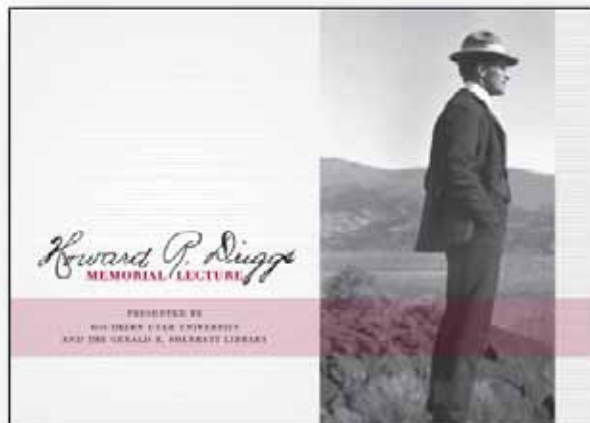


The Marketing Committee found its fourth year the most challenging one due to the campus-wide budget crisis. It struggled to find ways to promote the library and its services with fewer resources and money. As a result the McNaughton Leisure Reading program was not introduced. This is a program that the committee will continue to promote in coming years.

The Library celebrated its birthday with highlighters for patrons, and more students participated in the Halloween "Trick or Treat @ the Library". The Marketing Committee

also designed the web page ad for the Howard Driggs Memorial Lecture Series.

Plans to make General Education course texts available in the Library next year were finalized which will reduce costs for students as well as provide excellent PR for the Library. Student government, the bookstore and the library will provide the texts. A suggestion from circulation to promote the PAALs for student safety was implemented with table-top posters showcasing the availability of the personal alarms available for checkout.



## 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 Janet Seegmiller and Paul Mitchell in Special Collections to develop the MOL Archive.

**Marriner S. Eccles Foundation.** A \$14,000 grant was received from the Marriner S. Eccles Foundation for ongoing improvement of the Sherratt Library Main Collection. A grant for continuing support for next year was also submitted.

**Wooden O Symposium.** Thirty-two presenters participated in this year's symposium which included an Actor's Roundtable featuring the director and select actors from the USF

production of *Othello*. 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 8 of the journal was published in April of 2009 with nine scholarly papers chosen by our review board.

## **FACULTY CENTER**

As the year began the library had high hopes for the Faculty Center and multimedia lab. The use of the lab was growing and there were five student technology assistants employed to help students, faculty and staff with special projects. However, due to the budgets cuts, the funding for the multimedia lab was cut and it was closed at the end of fall semester. The five student positions were cut.

Also during fall semester the LunchBytes series was held monthly with lectures from faculty across campus and lunch was provided by the Faculty Center. In January, after the implementation of budget cuts, LunchBytes was continued but lunch was not provided.



# FACULTY/STAFF ACTIVITIES







## FACULTY ACTIVITIES

**Vik Brown**, Department Chair, Collection Development Librarian

### Teaching

- Taught 11 sections of LM 1010 *Information Literacy*.
- Co-taught one section LM 4200/6200 *Library Technical Services—Collection Development*.
- Taught reference skills four/five hours a week at the Reference Desk.
- Conducted nine library instruction sessions with 350 students.
- Taught one section of UNIV 1000 *University Success*.

### Scholarship

- Selected materials (\$31,694) for the music, art, geography, French, nutrition, agriculture and world history collections.
- Edited the *Library Annual Report* and numerous other library policies and publications.
- Presented “Helping Your Students Succeed in College. Reality Check: Our Experience with new College Students” as part of a panel of SUU Librarians, UELMA Regional Workshop.
- Received Provost’s Faculty Development Grant for \$1,245.

### Service

- Library department chair.
- Supervised collection development department and library network administrator.
- Member, USHRAB (Utah State Historical Records Advisory Board).
- Member, SUU Curriculum Committee.
- Member, SUU Academic Affairs Committee.
- Member, SUU Library Committee.
- Member, SUU Internship Committee.
- Member, Library Budget Cut Committee.
- Member, Driggs Lecture Committee.
- Member, Library Development Committee.
- Member, Copy Center Committee.
- Member, Library Budget Committee.
- Attended, UELMA Southern Utah Regional Workshop.

**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* with Vik Brown.
- Taught three sections of LM 1010, *Information Literacy*.
- Taught reference skills five hours a week at the reference desk.
- Conducted five library research orientations to a total of 118 students.

- Rewrote LM 4160/6160, *Library Computer and Reference Skills*, to be compatible with the switch from WebCT 4 to eLearning. Summer, 2008.

### **Scholarship**

- Presented *Games in Libraries? Teach Me More!* Second ALA TechSource Gaming, Learning, and Libraries Symposium. Chicago, Illinois.
- Presented *From Candy to Clickers: Interactive Activities to Involve Students in Library Instruction*, 37<sup>th</sup> annual LOEX (Library Orientation Exchange) national conference. Albuquerque, New Mexico.
- Presented *Helping Your Students Succeed in College. Reality Check: Our Experience with new College Students* as part of a panel of SUU Librarians, UELMA Regional Workshop.
- Received Provost's Faculty Development Grant for \$978 to attend the ALA TechSource Gaming, Learning, and Libraries Symposium.
- Received Provost's Faculty Development Grant for \$1,091 to attend the LOEX Conference.
- Selected library materials (\$22,150) as a subject specialist in auxiliary history, political science, physical science, mathematics/computer science, engineering/building, and military history.

### **Service**

- Supervisor, Technical Services Department, consisting of three professional staff and two students.
- Supervisor, Digitization Center, consisting of one student.
- Chair, Library College Leave, Rank and Tenure Committee.
- Member, UALC Cataloging Committee.
- Member, UALC Digitization Committee.
- Member, SUU Institutional Effectiveness and Assessment Committee.
- Member, SUU Outstanding Educator Committee.
- Attended, UELMA Southern Utah Regional Workshop.
- Attended the UELMA Conference.
- Attended the Utah Coalition for Educational Technology (UCET) Conference
- Attended the Utah Library Association Conference.

**Richard A. Eissinger**, Associate Professor, Instructional Services Librarian

### **Teaching**

- Taught 12 sections of LM1010, *Information Literacy*.
- Taught LM3170/LM6170, *Technology for Library Media Teachers*.
- Coordinated and scheduled 159 library instruction sessions for 4,761 students and faculty.
- Conducted 51 library research orientations to 1,486 students.
- Taught reference skills five/six hours per week at the reference desk.

## Scholarship

- Presented *Helping Your Students Succeed in College. Reality Check: Our Experience with new College Students* as part of a panel of SUU Librarians, UELMA Regional Workshop.
- Presented *Brainstorming with Graphic Organizers* at the UCET, Utah Coalition for Educational Technology, Annual Conference. Salt Lake City, Utah.
- Presented *From Candy to Clickers: Interactive Activities to Involve Students in Library instruction*, 37<sup>th</sup> annual LOEX (Library Orientation Exchange) national conference. Albuquerque, New Mexico.
- Revised and rewrote several chapters, tests, and the assignments for the LM1010, *Information Literacy*, eLearning course.
- Prepared several online and print library guides and handouts for English, marketing, nursing, and psychology classes.
- Selected library materials (\$24,146) for the biological sciences, law, and medicine/nursing library collections.
- Presented a Library LunchBytes presentation on use of Respondus software to assessment building for WebCT courses.

## Service

- Maintained library databases and served as contact librarian for newly acquired databases.
- Member, AASL, American Association of School Librarians.
- Member, ALA, American Library Association.
- Member, SUU Distance Learning Committee.
- Member, SUU Distinguished Faculty Lecturer Committee.
- Member, SUU Institutional Review Board.
- Member, SUU Library Department Leave, Rank, and Tenure Committee.
- Member, SUU Library LM1010 Committee.
- Member, SUU Library Strategic Planning Committee.
- Member, SUU Library Web Committee.
- Member, SUU Sexual Harassment Committee.
- Member, ULA Library Instruction Round Table.
- Member, UALC, Utah Academic Library Consortium, Reference/Instruction Committee.
- Member, UALC, Collection Development Committee.
- Member, UALC, Utah Educational Network, Regional Pioneer Advocate.
- Member, ULA, Utah Library Association.
- Judge, Thunderbird Awards. Female Athlete and Organization of the Year.

**John Eye**, Interim Dean of Library Services, Associate Professor

## Teaching

- Taught three sections of LM 1010, *Information Literacy*.
- Taught and assisted students and faculty at the reference desk approximately 6 hours per week.

- Conducted two instructional sessions/workshops to 105 total students.

### **Scholarship**

- Served as a grant reader/facilitator for the U.S. Department of Education, Improving Literacy Through School Libraries (LSL) program.
- Peer reviewed three scholarly papers for the International Symposium on Engineering Education and Educational Technologies.
- Served as a panelist with Scott Lanning at the UALC professional development retreat.
- Selected/deselected library material for the technology collections.

### **Service**

- Member, UALC Directors Council.
- Secretary/treasurer, Friends of the Library Advisory Board.
- Secretary/treasurer, Howard R. Driggs Memorial Lecture Advisory Committee.
- Chair, Southern Utah University Press and Editorial Board.
- Secretary, Library Committee.
- Member, Deans Council.
- Member, ALA/AASL.
- Member, ULA.
- Member, UELMA.
- Member, Rainbow Canyons Amateur Radio Club.
- Completed Community Emergency Response Team (CERT) training

**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 16 library instruction sessions/tours for 558 students.
- Taught reference skills at reference desk 5 hours per week.

### **Scholarship**

- Wrote *Essential Reference Services for Today's School Media Specialist, 2<sup>nd</sup> Edition* to be published by Libraries Unlimited in November 2009.
- Presented *Helping Your Students Succeed in College. Reality Check: Our Experience with new College Students* as part of a panel of SUU Librarians, UELMA Regional Workshop.
- Worked on serials project to organize and list serials with cost and usage statistics to facilitate canceling print subscriptions.

### **Service**

- Maintained library's web pages.
- Developed web pages for the Multimedia Lab and Driggs Lecture.
- Member, selection committee for evening reference librarian.
- Presented a session at UELMA regional meeting in the fall with Vik, Ralph and Richard.
- Assisted faculty member, Shobha Gurung, find citations and articles for a project of hers.
- Head, reference, government documents and serials departments.

- Chair, Library Strategic Planning Committee.
- Chair, Library Marketing Committee.
- Chair, Library Institutional Review Board (IRB).
- Member, Department LRT Committee.
- Member, University LRT committee.
- Senator, Faculty Senate, Spring Semester.
- Member, University Faculty Review Board.
- Member, Utah Library Association.
- Chair, ULA Bylaws committee.
- Member UALC Professional Development Committee.
- Member, UALC PR Committee.
- Member, American Library Association.
- Member, Association of College and Research Libraries.
- Member, American Association of School Librarians.
- Member, Reference and User Services Association.

**Matthew Nickerson**, Professor, Special Projects Librarian

#### **Teaching**

- Taught eight sections of Library Media 1010 *Information Literacy*.
- Taught reference skills at the Reference Desk four hours per week.
- Provided tours and/or Bibliographic Instruction for eight classes to 203 students.

#### **Scholarship**

- Editorial Board, *Journal of the Wooden O Symposium*, Southern Utah University Press.
- Collection development for Sherratt Library in the areas of Dance, Spanish, PE/Recreation, Communication/Theatre Arts with a total budget of \$12, 253.
- Wrote a grant requesting \$20,000 to *Marriner S. Eccles Foundation*, for ongoing improvement of the Sherratt Library Main Collection. Grant was funded for \$14,000, 2008.
- Submitted a grant to *Marriner S. Eccles Foundation*, requesting \$15,000 for ongoing improvement of the Sherratt Library Main Collection, 2009.
- Conference chair, 2008 Wooden O Symposium, an international cross disciplinary conference exploring Medieval, Renaissance, and Early Modern Studies, through the text and performance of Shakespeare's plays.

#### **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 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 for the 2008 USF High School Shakespeare Competition.

**Philip Roché**, Assistant Professor, Access Services Librarian

### **Teaching**

- Taught reference skills four hours a week at the reference desk.
- Conducted 41 library research orientations to 907 students.
- Taught ten sections of LM 1010 *Information Literacy*.
- Taught one section of LM 3120/6180 *Children's Literature/Utilization of Literature in the Classroom*.
- Taught one section of UNIV 1000 *First Year Seminar*.

### **Scholarship**

- Completed graduate courses EDUC 7310 *Teaching-Learning Foundations in Education*, ELED/SCED 7810 *Writing in an Academic Setting*, and EDUC 6570 *Introduction to Educational and Psychological Research* as part of Utah State University Curriculum & Instruction doctoral program.
- Completed graduate courses PADM 6500 *Public Human Resource Management* and PADM 6630 *State & Local Government Administration* as part of SUU's Master of Public Administration program.
- Completed undergraduate course PSY 3010 *Statistics in Psychology*, SUU.
- Selected (\$38,292) and deselected library materials for the American and English Literature and psychology collections.
- Created or updated several print guides for English and psychology courses.

### **Service**

- Managed, evaluated, and provided guidance to Library Access Services personnel.
- Revised Access Services guidelines and procedural documentation.
- Chair, Sherratt Library Wellness Committee.
- Chair, Southern Utah University Faculty Senate Publications and Student Scholarship Committee.
- Member, Sherratt Library Marketing Committee.
- Member, Southern Utah University Institutional Review Board for Research on Human Subjects.
- Member, Utah Academic Library Consortium Resource Sharing Committee.

**Janet Seegmiller**, Associate Professor, Special Collections Librarian

### Teaching

- Taught six sections of LM 1010, *Information Literacy*.
- Taught reference skills at the Special Collections reference desk 10 hours, Fall Semester.
- Taught 15 library instruction sessions to a total of 325 students.

### Scholarship

- Refereed scholarly articles for the *Journal of Mormon History*.
- Presented *Saving Our History: "What time do they turn on the lights in the Grand Canyon?" and Other Stories from the Employees of the Utah Parks Company* at the 42<sup>nd</sup> Annual Meeting of the Oral History Association, Pittsburgh Pennsylvania.
- Presented *Zion National Park: A View from the SUU Archives* for the Iron County Historical Society monthly meeting.
- Selected/deselected materials for North and South American history, communications and English language collections.
- Principle Investigator, Challenge Cost Share Grant (\$60,000) from the National Park Service for a *Cedar Breaks National Monument Multi-Media Tour*.
- Principle Investigator, Regional Repository grant (\$2,000) and Digitization grant (\$2,000) from Utah State Historical Records Advisory Board.
- Accomplished final editing and prepared photos and captions for *I Would to God: A Personal History of Isaac C. Haight* by Caroline Parry Woolley, published by SUU Press May 2009. This was completed as one of my sabbatical projects.
- Edited 95 Utah Parks Company oral histories and wrote manuscript for publication, *Sing-Away: 50 Years of Working and Playing for the Utah National Parks*. This was the second sabbatical project during Spring Semester.

### Service

- Administered the Special Collections and University Archives Department, including responsibilities for the department as a Utah Regional Repository.
- Chair, Department Leave, Rank and Tenure Committee.
- Chair, Howard R. Driggs Memorial Lecture Advisory Board.
- 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, ULA Genealogy Round Table (GenRT), representing southern Utah.
- Secretary-Treasurer, Iron County Historical Society.
- History project coordinator, Cedar Livestock and Heritage Festival.
- Co-chair, Utah Parks Company History project.
- Prepared traveling exhibit, *Historic Photographs of Zion National Park* for the Zion NP Centennial celebration.
- Member, subcommittee for the Iron Mission Museum Foundation. Wrote five grant applications (two of which have been funded for a total \$12,500) to raise funds to restore the Hunter House
- SUU Press representative, Mormon History Association Conference.



**Dr. Ralph L. Turner**, Assistant Professor, Director, Library Media Program

### **Teaching**

- Supervisor LM 4890/6890, *Library Media Practicum*.
- Taught LM 4190/6190, *Managing a Media Center*.
- Taught LM 1010, six sections, *Information Literacy*.
- Taught reference skills four hours a week at the reference desk.
- Conducted library research orientation lectures for Sociology and Education.
- Revised and rewrote LM 4190/6190, *Managing a Media Center*.
- Developed LM 4890/6890, *Library Media Practicum*.

### **Scholarship**

- Presented *Helping Your Students Succeed in College. Reality Check: Our Experience with new College Students* as part of a panel of SUU Librarians, UELMA Regional Workshop.
- Presented *The Hero's Journey from Shane to Spiderman* at the 30<sup>th</sup> Annual PCA/ACA Conference. New Orleans, LA.
- Chaired *Westerns and the West II: Social Politics in Westerns* 30<sup>th</sup> Annual PCA/ACA Conference, New Orleans, LA.
- Poster presentation, SUU M.Ed. *Library Media Program* at 2009 ULA Conference.
- Revised and rewrote LM4190/6190: *Managing a Media Center*.
- Prepared online and print library guides and handouts for education and sociology classes.
- Selected library materials (\$24,146) for the religion, German, library science, juvenile literature, and sociology collections.
- Developed rationale and curriculum for creation of a new M.Ed. in School Library Media program, in conjunction with the Graduate School and College of Education.

### **Service**

- Member, PCA, Popular Culture Association.
- Member, SUU Academic Program Review Committee.
- Chair, SUU Library Media Curriculum Committee.
- Member, SUU Information Technology Committee.
- Member, SUU Distinguished Faculty Lecturer Committee.

## STAFF ACTIVITIES

### **Linda Ahlstrom**, Technical Services Analyst

- Cataloged the 5<sup>th</sup> District Court microfilm.
- Finished cataloging the Halversen scores.
- Gave demonstration on Workflows to the SirsiDynix visitors.
- Set up procedures for discarding curriculum materials.
- Set up a procedure for Thomas Christiansen, a volunteer worker, for relabeling books.
- Set up procedures for barcoding government microfiche.

### **Tammy Beuhler**, Library Assistant

- Completed LM 4160, *Library Computer and Reference Skills*.
- Assisted with the project of comparing serials holdings with the online databases.
- Checked Bart Anderson's list of books to verify those already held in the collection.
- Deleted graduates from Unicorn to help keep our student database current.

### **Sheri Butler**, Administrative Assistant IV to the Dean of the Library

- Chair, search committee for administrative assistant for Honors Program.
- Member, Campus Training Committee.
- Organized, scheduled and attended 34 campus trainings.
- Taught five campus training classes on Excel, Word and reconciliation of accounts to Banner.
- Helped organize the first annual Howard R. Driggs Memorial Lecture and reception.
- Completed layout, design and editing for *"I Would to God": A Personal History of Isaac C. Haight*.
- Completed layout for *Journal of the Wooden O Symposium*, Volume 8.
- Co-Captain, SUU Employee Giving Campaign.
- Received Outstanding Female Staff Member of the Year award.

### **Ellen Chalmers**, Administrative Assistant III, Library Department and Faculty Center

- Coordinated two traditional LunchBytes and four LunchBytesLite.
- Assisted in coordinating First Annual Memorial Driggs Lecture Series.
- Member, Sunshine Committee.
- Assisted in editing *I Would to God* manuscript for SUU Press.
- Recorder, Marketing Committee.
- Completed basic training on Circulation Desk and 20+ hours training.
- Re-organized LM procedures to accommodate new M.Ed. with Library Media emphasis.
- Served five months as secretarial support to Honors Program and Partners in the Parks.
- Researched and created peer Library institutions report.

**Susan Christopher**, Technical Services Analyst/Reserve Collection Manager

- Completed PLGL 1100, *Intro to paralegal*.
- Attended ULA Conference.
- Member, Utah Library Association.
- Volunteer, SUU Alumni Association.
- Volunteer, Howard R. Driggs Lecture.
- Volunteer, SUU Graduation.
- Volunteer/participant, Cedar City Livestock and Heritage Festival.
- Volunteer/participant, Hunter House Christmas activity, December and Dinner/Auction.

**Philip Dillard**, Interlibrary Loan Coordinator

- Processed or supervised the processing of over 6,100 Interlibrary Loan borrowing and lending transactions.
- Kept records of UPS shipping charges of over \$5,000 for reimbursement by UALC.
- Also filed monthly reports to the Utah State Library for reimbursement for in-state transactions.
- Served as backup in Circulation.
- Participated in on-line workshop, *Interlibrary Loan Copyright Issues*.
- Member, UALC Resource Sharing Committee.
- Member, Library LRT Committee.

**Loralyn Felix**, Collection Development Specialist

- Member, SUU Insurance Committee.
- Co-Captain, SUU Employee Giving Campaign.
- Prepared estimated cost lists for serials and database titles for subject specialists.
- Identified and deleted the duplicate and outdated "On Order" entries on Unicorn.
- Reviewed and began updating the information and procedures in the "Bindery" section of the Collection Development Procedure Handbook.
- Completed three online MLS classes (nine credits) through Texas Woman's University.
- Prepared, submitted, and received approval of Final Exam Portfolio for MLS degree.
- Received Master of Library Science degree from Texas Woman's University.

**Linda Liebhardt**, Circulation Specialist

- Member-at-Large, Utah Library Association Library Para-Professional and Support Staff Round Table.
- Chair, ULA Paraprofessional Certificate Review Board.
- Co-Chair and committee member, SUU Women's Week.
- Co-Chair, Sherratt Library Sunshine Committee.
- Member, Sherratt Library Disaster Planning Committee.
- Attended Utah Higher Education Staff Association Legislative Day in SLC, February.

- Attended Utah Library Association Annual Conference, Salt Lake City.
- Attended two LunchBytes presentations, “Service Learning,” and “Academic Integrity”.
- Attended Kerry Robertson Seminar, “Projecting Professionalism”.
- Attended SUU Women’s Week.
- Attended SUU Human Resources sponsored EAP Workshop.
- Viewed “Information Literacy” training online.
- Viewed “Designing a Logo Hands-On Workshop” 3 hours, Lynda.com.
- Volunteer, Utah Shakespearean Festival.
- Trained Volunteer for SUU 2009 Commencement.
- Member, ALA (American Library Association)
- Member, ULA (Utah Library Association)

**Trecia Loveland**, Copy Center Assistant

- Gave tours of the copy center
- Attended training for GroupWise, marketing, Adobe Acrobat 8.0 online, Excel.
- Member, Library Marketing committee.
- Condensed and re-labeled product codes
- Trained employees on the Cricut die cutting machine
- Made copies and bound year books for the Upward Bound department.

**Paula Mitchell**, University Archivist

- Received UpLift grant for \$1,000 to attend Society of American Archivists Annual Conference in San Francisco.
- Panel member, Certified Archivists Roundtable at SAA Conference.
- Taught an Archives Training Workshop to campus personnel.
- Taught five sections of LM 1010 *Information Literacy*.
- Attended Fall and Spring CIMA Conferences.
- Attended Dean A. Larson Book Collecting Conference at BYU.
- Attended Box-making Workshop at University of Utah.
- Council member, CIMA (Conference of Intermountain Archivists).
- Member, SAA (Society of American Archivists).
- Member, ACA (Academy of Certified Archivists).
- Member, CIMA (Conference of Intermountain Archivists).
- Member, UMA (Utah Manuscripts Association).
- Member, Library’s Marketing Committee.
- Member, Library’s Disaster Planning Committee.
- Member, Michael O. Leavitt Library Committee.
- Volunteer, supervisor hostess for Utah Shakespearean Festival.

**Jill Stucki**, Technical Services Analyst

- Attended NACO authority training, part 1, Salt Lake City.
- Submitted 30 NACO authority records on OCLC.

- Cataloged 141 Tanner books; 95 of which are part the Loeb Classic Library, eight anatomical models and 15 “Foundation Center” books.
- Mended over 150 books.
- Re-applied for MLS program.

**Karen Wais**, Library Assistant, Media/Curriculum Collections

- Attended Unicorn Dynix Training on-line.
- Attended Unicorn WorkFlows Training for Reserves on-line.
- Attended Groupwise Training offered on campus.
- Substituted in ILL as needed.
- Member, Library Marketing Committee.
- Conducted nine tours for Education classes.
- Continued to deselect and organize Media/Curriculum area.
- Taught four sections of LM 1010, *Information Literacy*.
- Attended several training sessions regarding LM 1010.
- Attended two Lunchbytes and five Convocations.
- Supervised students presenting a story hour for *Week of the Young Child*.
- Worked with cataloging to develop a more efficient method of cataloging curriculum items.

**Julie Wood**, Network Administrator III

- Installed and configured Wordpress; the online website for the Honors/Partners in the Park program.
- Installed & configured MediaWiki; A Wiki server for Michael O. Leavitt.
- Replace failed UPS hosting switches in Server Room.
- Upgraded the hardware drivers and firmware on Proxy, Archive, Unicorn and Illiad Server.
- Provided guest lecture tour of the server room for Dezi Wu’s class.
- Set up ContentDM for remote access for Emery County to upload digital collections.
- Updated: Drupal to v. 6.4, then to v. 6.9; EZproxy SSL certificate which had expired.
- Upgraded: ContentDM software to include the PowerPoint plugin and JPEG2000 Extension; Illiad Software to version 7.4; Point of Sale software (Cougar Mountain) in Copy Center to Version 13; EZproxy to version 5.1b.
- Viewed some online classes at Lynda.com for Coldfusion.
- Attended two on-line webinars, “Collaborate with Office 2007” and “Cost-Saving Desktop Management Tips for Tough Economic Times”.
- Attended SirsiDynix Webinar on “Enterprise Enhances to online Catalog, (Facets, Indexing, Fuzzy Logic, Boolean, & Diacritics)”
- Attended UALC System Committee Meeting at UVU.
- Attended VMware training in St. George.
- Member, UALC System’s Committee.