

**duPont-Ball Library
Annual Report 2010 - 2011**

LIBRARY GOALS AND PROGRESS 2010/11:

A. Provide Resources for Academic Quality:

- Implemented patron-driven e-book acquisitions where possible, initiating the plan to pay only for e-books which are used instead of buying them in anticipation of possible need
- Added five additional databases plus, in collaboration with the College of Law Library, the archival electronic journal resources JSTOR III and IV
- Licensed and worked with the vendor to set up profiles for Ebsco's Discovery software to provide for single searching across most of the library's databases – to be part of a revised library website in August 2011
- Added 6,033 items (70,000 images) to the Digital Archives, including all Stetson newspapers, annuals, and catalogs, using gift funds for digitization
- Collaborated with the College of Law Library to integrate their new digital archives initiative into ours for a true University Archives, including sharing costs for the unlimited license of ContentDM software

B. Provide Services for Academic Quality:

- On-call research librarians completed their first full year of service, and responded to 2,235 research questions and projects
- Part-time on-call research librarians, no longer staffing an information desk, indexed 820 files from the Shaw Collection, in the first stages of preparation of a finding aid for future researchers in this primary resource
- Through approved reallocation of staff budget lines, the library extended its hours to 1:00 am Sunday – Thursday, responding to student requests
- Upgraded the library's public catalog software
- Investigated and initiated a service to provide mobile applications for library and University resources as part of a university-wide plan, which is now in the hands of University Marketing to implement. The library is working with database providers to provide specific mobile applications for students and faculty to use as an immediate alternative.

C. Provide Library Facilities to Encourage and Enhance Study and to Support the Valuable Print Collection

- Using gift funds and endowment income, re-carpeted the main floor, added more lounge furniture, and reconfigured the Front Desk to provide a space for the new Information Desk
- Completed projects to enable the move of the music collection from Presser Hall to the duPont-Ball Library, closing that branch library. The collection is now in a much better space, and there are more hours of access to music materials for students and faculty. Steps to facilitate the move included:
 - After a major weeding project, moved all journals prior to 2009 from the main floor north wing to the ground floor, integrating them with older journals

- Moved all music and art books from the mezzanine to the main floor north wing as the new Fine Arts Wing
- Moved remaining music library materials from Presser Hall to the duPont-Ball Library's newly defined Fine Arts Wing
- Shifted the remaining circulating collection on the mezzanine to allow space for growth for a minimum of five years
- Prioritized initiatives to limit growth of the physical collection to space available in the current building and concurrently provide wider access to resources through conversion to electronic collections:
 - 69 percent of the funds spent on library materials was used for electronic resources – e-journals, e-books, databases, streaming video and audio – twice the percentage used in 2010/11
 - 15,318 bound journals which were no longer needed or are now available electronically through archivally-safe sources such as JSTOR were weeded
 - Depository copies of the *Daily Congressional Record* and *Federal Register* were converted from paper to electronic, effective July 2011
 - 2,792 phonograph records were weeded as part of the plan to keep only those necessary for music faculty research which the library is unable to secure in electronic media

D. Seek Sustained Funding and Market the Library:

- Funding: University:
 - Using the new system of budget requests based on historic need and documentation, the library's budget requests for 2011/12 were met, with the first increase in operational costs in more than twenty years
 - The 2011/12 Library Materials budget was returned to its 2001/02 budget of \$600,000 with the return of the last \$18,000 of the \$100,000 cut at that time
 - A new budget line was created to fund Ebsco's Discovery Service which will provide a single search entry to the library's many electronic resources
- Funding: Donors:
 - Received \$117,808 from donors, including \$51,761 for the Library's General Endowment
 - The Politicos Room in Special Collections was renamed the T. Wayne Bailey Politicos Room at a special Homecoming reception honoring Dr. Bailey and Senator Max Cleland, who sponsored the naming
 - Of the total expenditures for books and other library resources (\$678,344), 11% came from gift funds and endowments
- Marketing:
 - Collaborated with the Dean of Arts and Sciences to sponsor a Homecoming reception honoring Stetson's Vietnam-era veterans
 - Implemented Facebook and Twitter accounts
 - Wrote and published two issues of the *Library Newsletter*, distributed on campus and mailed to friends and possible friends of the library, with personalized letters from the Director
 - Updated and mailed the library student handbook to incoming students with personalized letters from "their" librarians

- Responded to more than 250 requests for information from the University Archives, a successful marketing outreach for the library
- Provided photos and videos from the Cleland Collection for Ken Burns' production company and other outside groups

E. Assessment:

- Participated in benchmarking surveys with the Affinity Group of Libraries, the Association of College & Research Libraries, and the National Center for Education Statistics' Academic Library Survey
- Research librarians responded to 2,235 questions through the new on-call research service, while Front Desk staff responded to several thousand simpler questions and requests for assistance
- Standard annual statistical measures showed:
 - little change in gate count (184,612, up .9%)
 - little change in circulation of all media (22,866, up 1.5%)
 - continued decline in circulation of print books (12,294, down 10%) and scores (1,928, down 23%)
 - continued decline in use of Reserves (2,237, down 31%), matching increased use of Blackboard and e-resources
 - number of items borrowed from other libraries increased (1,355, up 10 %)
 - number of items supplied to other libraries was steady (1,798, down 1.3%)
 - internet users viewed 11,664 pages in the Digital Archives, up 49.2%
 - classroom instruction sessions decreased to 82, following an unusual increase of 37 % in 2009/10, but still ten more than in 2008/09
 - Database and e-book usage were tracked, although some vendor changes in usage reporting makes overall comparisons to previous years difficult
 - ebrary, the major e-books vendor, reported 5,562 sessions, 2,367 titles accessed, and 79,330 pages viewed
 - Films on Demand (streaming video of educational films) reported 1,598 sessions, accessing 566 titles

Additional information, details, and statistics will be available at http://stetson.edu/library/publications_annualreports.php no later than July 21, 2011.

GOALS 2011/12

The primary item on the library's agenda is to continue working with the Search Committee to find and have in place no later than January 2012 the new Dean of Library and Learning Technologies. If this person is not in place by September 1, 2011, the interim director will be responsible for ensuring that progress made to date on the Strategic Plan 2009-2012

(http://www2.stetson.edu/library/publications_strategicplan.pdf) continues until that time:

- A. Provide Resources for Academic Quality
- B. Provide Services for Academic Quality
- C. Provide Library Facilities to Encourage and Enhance Study and to Support the Valuable Print Collection
- D. Seek Sustained Funding and Market the Library
- E. Assessment