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Public Services Annual Report 2017-2018

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Public Services Annual Report 2017-2018

Deborah Mongeau, Chair

The past year continues to bring both accomplishments and challenges.

Two newly designed instruction spaces were re-created out of existing space. The RE:Space was reconfigured in Room LL11B and now offers flexibility of use of furniture and technology. The Pop-Up learning Lab (PULL) was reconfigured out of the "back of the ROC" space and has been repurposed to be an instruction space as well as continuing as a general study space. Both spaces were also reconfigured to be used by both the Library and the campus community. This provides a "third space" where classes and instructors can meet informally outside of their assigned classroom.

The past year was the first full year of ILLiad. Rapid was implemented in December and UPS Campus Ship was implemented in January. All three services complete our full entry into the BLC resource sharing system. Even with the entry in BLC, the Library continues to be a net lender in both books and articles.

The chronic problem of getting the patron upload file to work was finally resolved in FY2017 thanks to the efforts of Donna Whitford, Application Support Services Manager in ITS as well as Mike Cerbo, Head of Cataloging and Metadata. However a campus network failure at the beginning of July caused a failure to load and we were right back to square one. Thanks to Bohyun Kim, the upload process was fixed and improved in the fall and it has been running smoothly ever since.

Another accomplishment was the Library entering into an agreement with the Government Publishing Office to be a Preservation Steward for the National Oceanic and Atmospheric Administration publications. The inventory and assessment is almost complete. The coming year will be to identify publications of predecessor agencies of NOAA and add them to the program.

The department continues to offer credit bearing courses of LIB 150, LIB250 and LIB 350. A total of 9 sections of LIB 150, 2 sections of LIB 250 and 2 sections of LIB 350 were offered over the past year. All sections were filled.

After much revising and finessing by Jim Kinnie, with assistance by Peter Larsen and Mary MacDonald, LIB 350 was granted Grand Challenge status.

A pilot library instruction class was offered to the new WRT104B classes which are "digital badging" classes. The pilot was a success and will be offered to all WRT104B classes in the fall.

Providing library instruction to high school classes throughout the state taking WRT104 as part of the University's Early Credit Program expanded slightly. The challenge of high schools bringing in their classes to the Library continues so Jim will be investigating the feasibility of remote instruction for the coming year.

Existing research LibGuides were examined and were either weeded or updated.

The reference collection in the LC call number P's were examined and updated with the assistance of PFE student Tayla Cardillo. The process used for this project will be applied to the rest of the reference collection in the coming year, starting with the Z's.

A setback was yet another reduction of hours that the Info and Research Help Desk is open due to the elimination of the part time librarians and a reduction in the student budget. The additional hours that were eliminated were done so only after serious consideration of the usage data. The desk is now closed Friday, Saturday and during the day on Sunday. There is anecdotal evidence that the circulation staff has been asked to provide reference service for which they're not qualified to do nor is it their job classification. If they get a reference question, the circulation staff have been provided with a script directing them to reference services when they are available and will hand out the business cards of the Head of Reference. In the coming year the department will be examining possibilities for expanding student help such as shortening and intensifying the training program and recruiting outstanding undergrads who have completed a LIB course.

In staffing, the Head of Circulation was out on medical leave during the Spring semester and the Instructional Services Librarian was out most of J-Term also on medical leave. However their colleagues stepped up to the plate and made sure that everything ran smoothly.

The Data Services Librarian continues to forge partnerships with University stakeholders in collaborating on capturing and preserving data.

During the year the CML was staffed solely by GSLIS students under the general supervision of the Chair. In addition no library instruction classes were taught. This was supposed to be a temporary situation until the School of Education is able to hire a Lecturer but it has gone on for two years and there is no end in sight.

In summary there were some of challenges but also a lot of accomplishments. Please read the reports of the individual units to learn more about the Department's accomplishments.

Access Services Annual Report: July 01, 2017 through June 30, 2018

Brian T. Gallagher, Head, Access Services

Sandy Sheldon, Information Services Technician II, Head, Circulation Unit, M-F, 7am to 3pm Emily Greene, Information Services Technician II, Head, Interlibrary Loan Unit, M-F, 7am to 3pm

- Mary Anne Sumner, Information Services Technician I [Circulation, M-F, 8am to 4pm]
- Liz Smith, Information Services Technician I [Circulation/Reserves, Sun-Th, 4pm to 12am]
- Jeannette McKay, Information Services Technician I [Circulation, Tu-Sat, 12:30pm to 8:30pm]
- Garrison Hull, Information Services Technician I [Circulation/ILL, Tu-Sat, 9am to 5pm]
- Gayle Johnston, Information Services Technician I [Circulation/Reserves/ILL, Sun-Th, 6:30pm to 2:30am]
- Judy Smith, Information Services Technician I (Circulation/Stacks Coordinator, Sun., 9:30am to 5:30pm, Mon-Th, 12:30 to 8:30pm]

Circulation

Patron Upload: Towards the conclusion of the Fall Semester, Bohyun Kim, Chief Technology Officer, offered to collaborate with URI ITS in an effort to fix the Patron Upload glitch between Alma and PeopleSoft. That effort, on Access Services' and our patrons' behalf, proved successful: the automatic uploads have been proceeding smoothly...as was evident with the recent upload of the Talent Development Students in June 2018.

Shifting Projects: (a) In January 2018, Peter Larsen, Head of Reference, asked that Range 14 be emptied, due to a damaged water pipe above the range. It was later decided to empty ranges 14 & 15 & 16 & 17 [and put in a service request for dismantling] and create student study space. At the beginning of June, Library Administration requested that Ranges 12 & 13 be added to the list. At this point, all those ranges are empty and the collection is being slowly shifted to reduce overcrowding. (b) Meanwhile...down in the Serial Stacks, a combination of an excellent student crew and Joanna Burkhardt's, Collection Management Officer, seemingly endless lists of discards kept propelled that project into the Q's and R's. The goal? Create space for both students and free up space for a growin' & over-flowin' collection. Big thanks to Judy Smith and her Shifty McShifty crew.

Ch-ch-changes: (a) Due to low usage [see e-device stats], we took the Chromebooks offline. The Chromebooks will be housed in LL11B for that classroom's use. Additional MacBooks were purchased for Circulation. (b) Construction on The Daily Grind's expansion went from Summer 2017 to a "soft opening" in December 2017. The Grind's expansion meant the removal of two service points in the 24 Hour Room: (1) The Mother's Room temporarily relocated to a second floor research carrel. Circulation still signs out the key for the room. (2) The Meditation Room, on the other hand, has left the building. Allegedly, it's new home is the Anna Fascitella Fitness and Wellness Center. (3) The RAM account & Guest Pass machines were moved from the main body of the Library into the 24 Hour Room. (c) Panic Buttons were installed at Circulation in October 2017. (d) And, finally, the laptop thief who plagued us all through Fall 2017, was caught in February 2018.

Health: Based on last year's turbulent staff situations [accidents and extended health leaves] and how the Access Services handled it - pulling that messed-up schedule together and moving along and getting what needed to be done one - I was not overly worried about Circulation's health when Sandy Sheldon took an extended medical leave during the early section of Spring 2018 (and, nor was I worried about Sandy. She's strong!!). Both Liz Smith and Mary Anne took on the daunting chore of hiring new students and putting together a work schedule, integrating those new students and returning students. It all worked out and Sandy is doing fine and dandy.

Interlibrary Loan

With ILLiad up and running since June 30, 2018 - the next steps in cementing the Resource Sharing relationship between URI and the Boston Library Consortium: setting up Rapid and creating a UPS shipping account [BLC members only]. Rapid training started in October 2017 and, in December 2017, we tossed the training wheels away and went forward on our own. UPSCampus Ship account went live on January 18, 2018.

Student Budget

As the person who hires the students and labors over crafting the student schedule, Sandy Sheldon expressed her concern that, "the raise in the minimum wage makes it to difficult to live within the budget that is provided for us [Circulation]. Instead of an increase in the student budget to be able to meet the amount spent, we had a reduction in our monies. Many of our students are returning students that are not compensated with work study funds. However, they are the are the better worker because of their experience. Our students are kept very busy during their shifts: shelving and shifting, circulation of material, and searching for books." Additionally, Sandy noted that "thirteen of our current students will be paid at Step 2 (\$10.20 an hour) and, at least six of our students will be paid the extra \$1.00 an hour for working 12am to 2am." I heartily agree with Sandy (and, I would bet that everyone in Access Services shares that view). If we didn't have students like Becca Christ and Louis Falco and Shelby Hopkins and Laura Laite and Bennett Meglino and Sabrina Metallo and Reneé Morin and Gina Price and Nikki Wowaki we would save a whole buncha money and get a whole lotta nothing done in regards to shifting and other projects. Our students employees serve all our patrons - students and faculty - with diligence and courtesy. Another possible reduction in the Access Service's student budget runs the risk of reducing Access Service's...service.

General Circulation Statistics (from Alma), 2017 - 2018 Provided to Circulation by Andrée Rathemacher

Materials	Initial Check-outs, 2017-2018	Renewals, 2017-2018
Books, DVDs, Reserves	175,347	4519
Rooms	43,785	2907
Laptops	57,588	4075

New Book Report Compiled by Sandy Sheldon

	New Books Added	New Books Removed	New Books Checked out
7/28/17	21	21	
11/7/17	12	12	
11/21/17	9	9	
12/1/17	21	18	3
12/8/17	12	12	
12/15/17	10	10	
2/27/17	13	13	
3/1/18	9	9	
3/2/18	6	6	
3/6/18	3	3	
3/27/18	6	6	
4/2/18	9	9	
4/3/18	5	5	
4/13/18	3	3	
4/24/18	11	11	
4/27/18	5	5	
5/2/18	9	9	
6/1/18	16		
TOTALS	182	179	3

Searches, 2017-2018 Compiled by Mary Anne Sumner

	Search cards filled out	Search cards found/cleared	Declared Missing		
July 20167	48	3	0		
August 2017	0	0	0		
September 2017	49	6	0		
October 2017	55	54	0		
November 2016	2	15	57		
December 2017	45	16	0		
January 2018	34	20	32		
February 2018	3	9	70		
March 2018	10	8	72		
April 2018	11	6	0		
May 2018	1	4	68		
June 2018	0	0	146		
TOTALS	258	141	445		

Replacement Books and Cataloging Statistics Compiled by Mary Anne Sumner

Replacement Books	Books With No Record	Books With No Barcode	Total Books With Cataloging Problems
17	49	6	55

Recall Statistics, 2017-2018 Compiled by Mary Anne Sumner

Cards Filled Out	URI Recalled Books Returned
0	17

Because the Recall system is now automated, the Cards Filled Out Section is not an accurate reflection of how many recalls are initiated. Special Borrowers - Rhode Island Residents - do need to complete a search card.

Claims Return Statistics, 2017-2018 Compiled by Mary Anne Sumner

	Forms Initiated	Found By Library Searches	Found By Library Patron	Referred To Circulation Head
Claims Returned	10	1	7	2
Claims Returned Billed Books	0	0	0	0
Total Claims Returned Books	10	1	7	2

All Claims Return are searched a total of eight times except for Billed Claims Return, which are searched three times.

Lost & Found Statistics, 2017-2018 Compiled by Jeannette McKay

Items turned in as Lost & Found	Items returned to owner	Unclaimed items
1,908	1,228	680

Reserves, 2017-2018 Compiled by Liz Smith

	On Fall 2017	Off Dec. 2017	On Spring 2018	Off May 2018	On Summer 2018
Courses	143	143	133	133	20
Library Books	100	100	74	84	
Personal Books	194	194	206	206 46	
Electronic Copies	12	12	19	20	
Electronic Copies Scanned	4		0	0	

Gate Count & 24 Hour Room Count, 2017-2018 Compiled by Liz Smith

	Jul. 2017	Aug. 2017	Sep. 2017	Oct. 2017	Nov. 2017	Dec. 2017	Jan. 2017	Feb. 2017	Mar. 2017	Apr. 2017	May 2017	Jun. 2017	Total
Gate Count	16019	11029	9497	112485	**	**	85437	91283	68713	107243	49208	16651	567565
24 Hour Room	4784	2115	11735	23956	**	**	10770	23077	17045	26126	12634	9711	141953

^{**}No count was available for this month because Library Administration was revising the collection form.

e-Devices, 2017-2018 Compiled by The Circulation Students

	Chromebooks	MACs	PCs	Galaxy Tablets	iPads	Scanner Wands	Total monthly checkouts	
July 2107	10	217	15	1	0	0	243	
Aug. 2017	0	1	1	0	0	0	2	
Sept. 2017	20	368	263	0	0	0	651	
Oct. 2017	26	599	316	0	0	0	941	
Nov. 2017	13	583	91	1	0	0	696	
Dec. 2017	5	378	193	0	0	0	585	
Jan. 2018	2	133	57	0	1	0	193	
Feb. 2018	9	436	210	0	0	0	655	
Mar. 2018	20	398	206	0	0	1	625	
Apr. 2018	8	650	240	0	2	0	900	
May 2018	8	302	97	0	0	0	407	
June 2017	X	9	16	0	0	0	25	
TOTAL	121	4074	1705	2	3	1	5923	

These statistics are based on the filled-out "Electronic Device Loan Agreement Form" that the patrons sign when they request an e-device (the device is then checked out in ALMA). These numbers are all initial check-outs. These numbers do not include instances when a device is exchanged for a similar device because the first device failed to work.

Interlibrary Loan, Lending, 2017-2018 Statistics compiled by Emily Greene

Lend	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Total
lst Search													
Books	143	196	77	122	185	147	227	262	285	232	162	159	2197
Articles	160	138	44	130	262	152	232	400	590	543	452	452	3555
BLC											-14		
Books							30	52	108	108	48	32	378
Articles							6	61	154	163	134	53	571
DocLine													
Books	probary price of a 2	100 - 100	2			4			2			2	10
Articles			14			23			23			5	65
LORI													
Books	9	19	11	11	10	19	8	13	11	5	6	9	131
Articles		6			1	1		4	1	1	1	2	17
Email ALA In State													
Books	40	106	81	54	67	64	77	104	80	66	40	32	811
Articles	94	38	42	94	94	43	84	87	78	81	86	72	893
Total	446	503	271	411	619	453	664	983	1332	1199	929	818	8628

Interlibrary Loan, Borrowing, 2017 - 2018 Statistics compiled by Emily Greene

Borrow	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Total
lst Search													
Books	124	149	186	178	140	113	146	163	135	66	90	49	1539
Articles	96	149	202	264	121	55	57	122	79	88	79	59	1371
BLC													
Books	7	38	11	17	29	5	42	61	48	14	25	16	313
Articles		4		2	2		11	18	16	14	4	7	78
DocLine													
Books							V CONTRACTOR CONTRACTO						
Articles			11			6			6			2	25
Email ALA In State													
Books	24	33	26	7	17	12	27	16	24	14	8	5	213
Articles	10	12	17	18	11	13	16	21	23	21	20	3	185
Total	261	385	453	486	320	204	299	401	331	217	226	141	3724

Interlibrary Loan, 2017 - 2018 Overview Compiled by Emily Greene

Overview	Lending	Borrowing	Total for 2017.2018
Books	3527	2065	8628
Articles	5101	1659	3724
Scanned articles for URI Patrons	475	723	1198

UPS Shipping Cost (for BLC), 2017 - 2018 Compiled by Emily Greene

Jan*	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
\$159.16	\$577.67	\$975.92	\$111.72	\$671.64	\$458.63							\$3954.74

^{*}UPSCampus Ship account went live on January 18, 2018.

CML Report for 2017-2018

Deborah Mongeau

The CML was once again staffed on a part time basis for 20 hours per week by temporary positions funded by the School of Education. Sarah Araujo was hired as an IP-1 and Taylor St. Pierre worked as a graduate assistant.

In the past year there were 49 classes held in the CML ranging from EDC 102 to EDC 566. All of these classes were taught by the course instructor with technical assistance provided by Sarah and Taylor.

The Reading Clinic was held for 10 weeks for both semesters.

Six displays on CML material were mounted by Sarah and Taylor.

The JUV/YA books shelved under CML Media (non-circulating and shelved in a locked and alarmed room) were removed and integrated into the main JUV/YA collection in the open stacks with their status changed to circulating.

The temporary nature of staffing and administering this unit has now completed its second year. Responsibility on who is responsible for maintenance of the technology is still under discussion which will be critical in the near future as the technology, especially the SmartBoard, is nearing the end of its lifespan. The materials collection has not been updated during this time either. There is no news on the status of a permanent position to be hired by the School of Education so the coming year may be staffed by temporary positions yet again, at least for the first semester.

Government Publications Annual Report 2017-2018

Deborah Mongeau, Government Publications Librarian

The year in review

NOTE: All of the projects listed below, with the exception of the Clearinghouse visit, were implemented through Technical Services since the Government Publications Office is no longer in existence.

Preservation Steward Project

In the fall the I queried GPO about their new Preservation Steward program to determine the feasibility of joining. After examining the collection, approaching the Dean for support and negotiating with GPO, in February we signed an agreement with GPO to be a Preservation Steward for NOAA publications. The rest of the year was spent taking an inventory, cataloging those titles that were not in the catalog, determining physical condition and instituting preservation measures for those titles in poor or fragile condition.

Kardex Project

I continue to compare the old manual check-in system ("Kardex") with the online catalog. Titles that are listed on the Kardex but not in the catalog have been sent to Technical Services to be cataloged. In light of the Preservation Steward agreement, NOAA publications received top priority. Next is progressing through the collection in reverse SuDoc order. This is in case the title need to be integrated with the part of the collection that's housed in the Mezzanine. It will be much easier to shift and integrate from the end than from the beginning.

Mezzanine Project (still ongoing)

The "bound with" monographic series that are housed in the Mezzanine but are not cataloged has been slowly progressing. All of this material has presented significant problems in terms of cataloging and in displaying to the public in Primo. At the end of the year the E's were completed and work begun on the FS's. However this project has been put on the back burner in order to concentrate on the Preservation Steward material.

State Publications Clearinghouse Visit

The State Librarian and the State Publications Clearinghouse Director made a visit in August to inspect the state publications collection. Their written report will be released shortly but the verbal report was all positive. There has been a delay in the report because we were the first library to be inspected in over 20 years and they were using our visit to create an official template of standards and guidelines for all the state depository libraries to follow.

Statistical overview (to be reported in the FDLP Biennial Survey and the ACRL Annual Survey if appropriate)

Receipts (by the piece)

US Hard Copy	3394
US Microfiche	219
US Electronic (not online)	44
US Maps	153
Total US receipts	3810
RI receipts (all formats)	576
Total receipts	4386
<u>Withdrawals</u>	
US Hard copy	1412
US Microfiche	488
US Electronic	13
US Maps	99
Total US withdrawals	2020
RI (all formats)	59
Total withdrawals	2087
<u>Net Total Added</u>	2299
<u>Titles cataloged</u>	
Marcive monographs	5158
Marcive Serials	428
Marcive online	16260
In-house monographs	1958
In-house serials	66
RetroCon (monographs)	0
Total US titles cataloged	20207
RI titles cataloged	0
Total titles cataloged	23870

University of Rhode Island | University Libraries Public Services Department | Instructional Services

Annual Report July 2017 – June 2018

The Instructional Services Unit had a busy and productive year providing information literacy instruction for the University of Rhode Island community.

The Bottom Line:

Six faculty librarians and six Reference Student Assistants, provided information literacy instruction for **5,932 students**, faculty, and staff for the period of July 2017- June 2018.

Six Year Look Back

Academic Year	Total # receiving instruction	Staffing	% Change	Reasons for Change
2012 - 2013	8,450	8 faculty librarians, 3 part- time librarians, 7 grad students		
2013 - 2014	7,915	7 faculty librarians, 1 lecturer, 3 part- time librarians, 7 grad students	6.7% decrease from previous year	Devin on year-long sabbatical, not all URI 101 requested instruction, CML not under our purview.
2014-2015	8,299	8 faculty librarians, 1 lecturer, 3 part-time librarians, 7 grad students	4.8% increase from previous year	Increased # of URI 101 sessions requested.
2015 -2016	10,036	7 faculty librarians, 2 lecturers, 3 part-time librarians, 1 per course instructor, 9 grad students	20% increase from previous year	Increased # of URI 101 sessions requested; Public Services teaching CML classes.
2016 - 2017	5,880	6 faculty librarians, 7 grad students	41% decrease from previous year	Reduced Instruction Staff, No URI 101 Program, EGR 105 Instruction Program change, Reduced CML instruction
2017 - 2018	5,932	6 faculty librarians, 6 grad students, 1 GSLIS PFE student	.88% increase from previous year	Valiant efforts on the part of the department

Overview

This report covers the results of our teaching for the following academic departments, programs, and the University Libraries' general education credit courses:

Programmatic Instruction provided for:

- Writing & Rhetoric 100 level courses
- Talent Development Pre-Matriculation Program
- EGR 105: Foundations of Engineering 1

Academic Departments and Programs Served:

Twenty-four academic departments and programs received information literacy instruction:

African American Studies, Business, Communicative Disorders, Economics, Education, Electrical Engineering, Engineering 105, English, Gender and Women Studies, , History, Honors Program, Human Development & Family Studies, Japanese Language, Letters, Library and Information Studies, Mechanical Engineering, Natural Resources, Nursing, Pharmacy Practice, Spanish Language, Textiles, Fashion Merchandising & Design, Talent Development, Theatre, and Writing & Rhetoric.

Other Programs

Search Savvy Seminars: 18 sessions for 76 library users.

University Libraries' Credit Course Offerings:

LIB 150: Search Strategies for the Information Age (3 credits)
LIB 250: Information Research Across Disciplines (3 credits)
LIB 350: Current Issues of the Information Age (3 credits)

Staffing

- Public Services Department Faculty who provided instruction 2016-2017 includes Professors Dekker, Gallagher, Izenstark, Kinnie, Larsen, MacDonald, and Mongeau.
- Grad students who provided instruction:

Fall 2017 Mark Matook, Marisca Mozeleski, Samuel Simas, and Taylor St. Pierre Spring 2018: Tayla Cardillo, Mark Matook, Lauren Morrissette, Taylor St. Pierre

Highlights of the Year

- Kinnie, with assistance from Larsen and MacDonald, proposed and was granted Grand Challenge status for LIB 350. Huzzah!
- Izenstark organized three Library Welcome & Orientation sessions for 55 incoming Graduate Students
- 2,431 students in 112 sections of *WRT 104: Writing to Inform and Explain* and *WRT 106: Introduction to Research* Writing visited the library for library instruction.
- MacDonald developed and co-facilitated (with Eric Kaldor of ATL) the Teaching Effective Information Research Seminar as a new addition to ATL's High Impact Teaching Seminar Series. This work was supported by a Davis Educations Foundation grant which funds faculty development programs designed to advance the new General Education program.
- Pilot WRT 104B (Badging) lesson created and implemented by Jim Kinnie in collaboration with Prof. Stephanie West-Puckett, Director of First Year Writing.
- 1,436 students participated in 44 subject specific, custom information literacy instruction sessions ranging across twenty-four academic departments and programs.
- 480 EGR 105: Foundations of Engineering I students learned the basics of information research. (Coordinated and taught by Larsen assisted by Mark Matook, Marisca Mozeleski, and Sam Simas).

- 340 Talent Development Summer Scholars participated in <u>two</u> sessions each of basic information literacy, totaling 36 instruction sessions.
- 76 members of the URI community attended 18 Search Savvy Seminars, coordinated by Izenstark.
- Kinnie provided instruction for twelve Rhode Island high school groups of students enrolled in WRT 104: Bishop Hendricken, Burrillville, Cranston West, Cumberland, E-Cubed Academy, East Providence, Exeter West-Greenwich, Hope High (2x), Middletown, Mount Hope (Bristol) RINIMC (Providence), and West Warwick.

Instructional Programs in Brief:

WRT Program - Coordinated by Jim Kinnie, taught by all

In 2017 -2018 the librarians taught **112** sessions for WRT 104/106 course sections reaching a total of 2,431 students.

WRT Information Literacy Program	# Class Sessions	# Students
Fall 2017		
WRT 104	31	713
WRT 106	20	460
WRT 104 High School	9	159
Spring 2018		
WRT 104	30	690
WRT 106	12	276
WRT 104/High School	8	133
Totals	110	2,431

EGR 105: Foundations of Engineering I - Coordinated by Peter Larsen, taught by Larsen and Reffies

EGR 105	Class Sessions	# Students
Labs	15	480
Totals	15	480

Talent Development Scholars Summer Program

In June 2018, librarians provided library instruction for 326 Talent Development Summer Program Scholars. Librarians Amanda Izenstark, Jim Kinnie, Peter Larsen, Mary MacDonald, and GSLIS "Reffie" students: Tayla Cardillo, Mark Matook, Lauren Morrisette, and Taylor St. Pierre

Talent Development	Class Sessions	Students
Library	22	326
Orientation/Catalog		
Book and Evaluation	22	326
Totals	44	652

2017-2018 Subject-Specific Customized Instruction Sessions Breakout by Course Levels

Course Level	Number of Sessions	Number of Students
100 level	26	879
200 level	7	193
300 level	17	471
400 level	16	397
500+	4	56
Total	70	1,996

Search Savvy Seminars	Sessions	Participants
	18	76

Credit Bearing Courses 2017 - 2018

Twelve credit-course sections: 8 LIB 150, 2 LIB 250 & 2 LIB 350 sections for a total of 297 students enrolled in Library Public Service Department LIB credit-courses.

LIB Credit Courses (3 credits)

Faculty: Izenstark, Kinnie, Larsen, MacDonald, Per course instructor: Kelly, Vaandering

Fall 2017	# sections	# students
LIB 150	4	105
LIB 250	1	18
LIB 350	1	30
Spring 2018		
LIB 150	3	75
LIB 250	1	23
LIB 350	1	26
Summer 2018	1	20
Total LIB COURSES - ALL SECTIONS	12	297

Submitted by: Mary C. MacDonald Head of Instructional Services 7/12/18

Note: This report includes information from reports submitted by Jim Kinnie and Peter Larsen.

Reference Annual Report -- Draft 2017/18

The Information and Research Help Desk was staffed by a professional librarian and/or a graduate student, depending on the day and time. The Tech Help Desk was staffed intermittently by undergraduate students hired and trained by the Classroom Media Assistance supervisors from Information Technology Services, generally during the Fall and Spring semesters only. Due to budget cuts and shifting Library priorities, the Information and Research Help Desk schedule was cut back in both the Fall 2016 (eliminating Friday and Saturday coverage) and Spring 2017 (eliminating Sunday day and morning overlap coverage). The desk is currently open Sunday 3-7pm and Monday-Thursday 9am-7pm during periods when classes are in session.

Statistical Overview

As in past years, statistics were gathered on the number of reference questions answered at the new reference desk and through personal email and consultation.

14/15 17/18 Type 15/16 16/17 READ 1 3136 3316 2219 1688 **READ 2-3** 2627 3472 4089 3527 **READ 4-6** 565 580 504 753 IM 1757 1782 1218 626 Email 118 119 Telephone 124 410 245 Total 7173 7985 6250 5068

Reference Statistics

This is the first year reference statistics have been based entirely on the READ scale, with full-year data collection. READ 1 questions can be considered "Directional," READ Scale 4-6 are mostly questions requiring the attention of faculty librarians. The IM numbers come from Prof. Izenstark's direct counts from the logs rather than from the reference statistics, as is that number is more accurate.

Given that the desk hours were cut by 20 hours a week (\sim 30%) over the past 3 years, it is unsurprising that questions were down by \sim 20% a year over that time. The message, drastically reducing hours will drastically reduce questions, is not hard to see. While email and phone questions remain roughly stable, IM has reduced dramatically, possibly due to lack of advertising of the service during the URI 101 library orientation sessions.

Staffing

Reference service continues to be hampered by lack of staff. The loss of permanent and temporary faculty positions have put increasing strain on the ability of the library to provide point of need assistance to users. Furthermore, the graduate student budget is inadequate for the mission that the Reference and Instruction Units are being asked to fulfill, especially if there is another pay raise for graduate students with no additional

funds provided by the University. These shortages have already resulted in a sharp decrease in desk hours since Summer 2016, with the gap increasing each semester following cuts. August 2017 was the first period with no desk coverage at all, something that will be repeated in 2018.

The situation is becoming critical, and the desk has experienced unplanned closures due to staff shortages, a situation which is likely to continue. The Department needs to consider the possibility of employing undergraduates for at least some of the desk hours, accepting that service will be significantly compromised. This will likely result in weaker service overall, but with 85-92% of questions falling into READ categories 1-3, it may be possible to train an under graduate staff to "triage" questions. It is unclear whether a move to a new model would save money or scheduling in the long run, but, given the financial reality the Department may, at least, want to explore models.

Due to the efforts of Professors Larsen and Izenstark and graduate student Mark Matook, we were able to provide IM reference coverage during a number of storms in the spring semester, highlighting the dedication of Public Services to the Reference mission.

Projects

Graduate Student Reference Assistants are given projects to work on during slow periods at the Reference Desk. The Reference Assistants worked on collection development, assessment for the WRT and EGR library instruction sessions, LibGuides updating, statistics processing, and other diverse projects. The training that the students receive makes these projects not only useful for the unit but also a bonus to the students, enhancing the unit's teaching mission. The Significant reduction in "double staffing" hours has caused reduction in the graduate students' productivity, as they are less likely to have "free time" from assisting patrons to complete projects.

Reference Collection

Work continued on the development of the Reference Collection under the leadership of Jim Kinnie. The PFE of Tayla Cardillo allowed review of reference PN, PR, and PS. Partly, this was to clear ranges under the persistent leak from the HVAC equipment in the reference stacks. The dean insisted that we clear the entire row of ranges, leading to badly overcrowded shelves.

Submitted by

Peter Larsen Head of Reference and Health Sciences Librarian 10 July 2018

WRT Report Public Services retreat 7/13/18

I have listed the WRT statistics below for the 2017-2018 year which are also included in Mary's instruction report.

This has been a transition year for the first year WRT program. Two new co-coordinators of the first-year program have designed a new common syllabus for WRT104 that was piloted in Spring 2018 with five sections, and will continue this fall with 18 sections. The new syllabus is based on digital badges where students earn credit by completing work toward badges in various subject areas.

The new library instruction outline for the badge courses focuses on evaluation rather than on searching strategies. Students find a variety of sources based on research questions for each badge topic, compare them, and choose the most credible using the CRAAP test. WRT104 will remain a general education course with Information Literacy as a student learning outcome that includes a library visit.

For Fall 2018, the 18 badge sections will come to the library during the second and third full weeks in September followed by the 18 WRT106 sections and then the 12 WRT 104 'traditional' sections. All badge sections are scheduled in the RE:Space and the others are booked in Room 142. Student and faculty training for the badge courses is scheduled for September 7; training for the traditional sections is tentatively scheduled for September 28.

Several High school WRT104 sections visited the library during the past year (see below) and we expect at least the same number, if not more, to visit this fall. (Due to an unexpected transportation problem, we set up a remote traditional session with the Burrillville High School WRT104 section in April using the HS Coordinator's laptop and Zoom account. We discovered that WebEX is not compatible with Chromebooks.) Some of the high school sections are moving to the badge courses.

WRT Statistics 2017-2018 academic year:

Fall 2017

WRT104 - 31 sessions, 713 students WRT106 - 20 sessions, 460 students

WRT104 High Schools - 9 schools, 159 students

Spring 2018

WRT104 - 30 sessions, 690 students

WRT106 - 12 sessions, 276 students

WRT104 High Schools - 8 schools, 133 students

Summer 2018

WRT104 - 1 session, 12 students WRT106 - 1 session, 13 students

Respectfully submitted, Jim Kinnie 7/9/18

PS Web Report

I'm no longer a Unit Head and no longer manage the web presence, but I do have a small report:

Most web maintenance is now being done by Bohyun Kim. I am still responsible for LibGuides and Virtual Reference administration.

LibGuides:

- Mostly status quo, as we do not have the time or people available to perform any significant updating of the guides.
- I continue to check links and perform maintenance tasks.
- This summer, I have had the Reffies working on several related projects:
 - o Add Friendly URLs/Persistent Links to each page in each LibGuide. (Taylor St. Pierre is working with me on this.)
 - o Add alt-text to all images in LibGuides. (Tayla Cardillo is working with me on this.)
 - Updating LibraryH3lp FAQ knowledgebase so that it can be used as a source for text for chat answers and student self-help when we're not available. (Lauren Morrissette is working with me on this.)

Virtual Reference:

• The past year was typical, with one major exception: we had half the traffic that we have had in the past. Peter will have more details in his report.

Amanda Izenstark

LibGuides Stats 2017-2018

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