

Seattle Pacific University University Library Annual Report 2007-08

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The Seattle Pacific University Library staff worked during 2005-06 and 2006-07 to prepare for the University's accreditation visit. Based on that work a Task List was created. During 2007-08 the library staff continued the direction of the accreditation work by implementing many of the items on the May 2007 two-year Task List.

THE LIBRARY MISSION AND GOALS

The Library adopted a mission and goals statement in February 2007.

"The Seattle Pacific University Library seeks to be a premier academic library, with its services, instruction, resources, access, staff, facility and budget all aligned with the University's mission and signatures, and a foundational part of the University's academic life."

The library mission will be achieved by carrying out the goals listed below. The goals come from the Association for College and Research Libraries (ACRL) "Standards For College Libraries." The definition of each goal is modified from the ACRL wording. Beneath each goal is a description of what the SPU library did during 2007-08 in that goal area.

GOAL: SERVICES

"Provide reference and research services to the University community, be liaisons between the academic departments and the Library, maintain user access, obtain materials promptly in various formats, keep materials organized and available for use, and be a member in good standing of the Orbis Cascade Alliance."

The goal definition for "services" describes much of what occurred in the library on a daily basis. The six liaison librarians maintained professional relationships with faculty in their assigned subject areas, the Acquisitions Librarian coordinated the development of the collections (purchasing and weeding), the Technical Services department cataloged new materials and removed that which had been weeded, and the Access Services group staffed the building and circulated materials.

The Library and the Computer and Information Services Department purchased a campus-wide site-license to RefWorks. Carrie Fry led the effort to obtain RefWorks. Librarians taught students and faculty how to use this piece of

software. RefWorks is now part of the basic suite of software available to all SPU students.

SPU is part of the Orbis Cascade Alliance, the consortium of thirty-five colleges and universities in Washington and Oregon. The Summit service enables patrons to borrow books from the member libraries. This system works well because the Alliance is well managed, there is a piece of software which enables patrons to borrow books, and there is a courier service which moves books from library to library. During this past year it became evident that the contractual relationship between the Alliance and the software vendor might end. The use of this software is now scheduled to end in December 2008. Replacing it will be a new set of software from OCLC.

The contractual relationship with Fuller Seminary Northwest continued, and the library provided services, materials and instruction to these students and faculty.

The library also was part of a service organized by the SPU School of Education, in which fifth graders from Dearborn Park and Zion Prep came to campus for a day. Part of that was a library experience, organized by Jenifer Phelan.

GOAL: INSTRUCTION

“Teach information literacy in a variety of ways so that patrons know how to efficiently find, evaluate and ethically use the right information.”

The library’s online information literacy modules were revised for the start of school in Autumn 2007.

The six liaison librarians taught information literacy sessions to classes in their areas, when requested by the faculty member. The number of classes taught by librarians increased again. Gary Fick is the librarian who takes the lead on matters related to information literacy.

	2004- 05	2005- 06	2006- 07	2007- 08
Information Literacy sessions	118	136	150	175

GOAL: RESOURCES

“Obtain, organize and manage print, media and electronic resources to support the curriculum, add to the canon of materials expected in each subject area, and contribute to distinctive collections that are defined by Seattle Pacific University’s mission and purpose. Build the collection within the context of membership in the Orbis Cascade Alliance.”

Natalee Vick is the librarian who is the supervisor of the Technical Services department. This group cataloged new titles, journals, and ILL items (mostly journal articles).

	2004-05	2005-06	2006-07	2007-08
Titles, w/online	170,258	174,555	177,640	182,410
Volumes, w/online	199,279	205,031	207,570	212,142
Volumes, added w/online	6,893	6,480	6,029	7,599
AV items added	431	297	225	-
Volumes withdrawn	1,236	831	3,490	3,027

Paper serials	1,112	1,112		760
Paper + online serials				317
Online only serial				76
Microfilm serials	114	112		42

Total serials direct subscriptions

1,195

Databases	85	84		
Electronic Journals		16,339		29,365

Becky Paulson is the Acquisitions Librarian. In that capacity she coordinated decisions made by librarians to purchase books, and prepared reports and helped improve processes for purchasing. The Blackwell vendor came to campus to help librarians refine their book profiles. Paulson kept the librarians informed as some Alliance schools began to purchase books from YBP. Paulson encouraged the librarians to use online tools from Blackwell and CHOICE online.

Paulson helped with the effort to weed the Reference collection, and eliminate redundant paper copies of journals (for which the library had electronic access).

Johanna Knudsen is the supervisor of the Access Services group. The number of books checked out is listed below. The Reference Desk statistics are below, as are statistics showing how often databases are queried. Foot traffic entering the library remains fairly constant.

	2004-05	2005-06	2006-07	2007-08
Books circulated	68,164	71,192	72,083	71,514
Summit/Borrowed in	8,031	8,384	9,806	13,076
Summit/Loaned out	7,504	11,257	11,595	13,649

Circ Statistics Month-to-Month, Year-to-Year

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
2005-06	2,766	2,671	3,431	7,613	9,696	2,894	6,790	8,225	6,752	7,017	9,732	3,605	71,192
2006-07	2,819	2,536	3,239	7,526	9,356	3,191	7,593	8,944	6,788	7,719	9,147	3,225	72,083
2007-08	3,030	2,736	3,223	8,541	8,846	3,051	7,029	8,631	6,223	8,053	8,786	3,365	71,514

Exit Statistics Month-to-Month, Year-to-Year

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
2005-06	6,223	8,905	11,126	21,887	28,751	11,957	23,958	27,140	21,221	24,338	30,896	15,473	231,875
2006-07	10,125	9,162	11,970	29,648	24,740	10,508	17,987	26,079	21,860	26,579	31,171	12,661	232,490
2007-08	9,093	8,353	9,418	29,821	26,798	8,860	23,314	24,856	21,867	26,249	32,547	14,441	235,617

Carrie Fry coordinates the acquisition and use of databases. More specific data on how many times patrons searched the main databases is given below. This shows how many times a patron “pushed the button” for that specific database, rather than searching multiple databases with one query.

Database Vendor	"Button pushed"
American Chemical Society	1029
CSA	9995
CIOS	Not available
Culture Grams (searches not available, but logins are so there were a minimum of 451 searches)	451
CQ Researcher	258
EBSCOHost	338,050
Engineering Village	114
FirstSearch (PerSearch and Subscription)	10991
H.W. Wilson	2498
JSTOR	Not available
Mergent	Not available
ProQuest: 216,183 – total searches because of multiple databases searched at same time, 51,535 times search button pressed	51,535

Routledge Encyclopedia of Philosophy	691
Silver Platter	3853
Total	419,465

Vance Lindahl managed the Inter-Library Loan work.

	2006- 07	2007- 08
Books, borrowed	184	149
Articles, borrowed	2,680	2702
Books, lent out	305	349
Articles, Lent out	639	779

Reference Questions Asked 2007-08

Total A=patron at the Reference Desk

Total B=question asked electronically

Month	Total A	Total B
July	273	57
August	193	57
September	312	42
October	1032	114
November	761	78
December	231	47
January	705	93
February	784	94
March	494	58
April	673	75
May	914	94
June	304	79
TOTAL	6676	888

GOAL: ACCESS

“In order for patrons to have access to the Library’s paper and digital materials, develop and maintain the library technology so that it is as good as any place on campus, and is equal to the best library technology found in similar academic libraries. Develop and maintain an exemplary web presence.”

Hours of operation 2007-08.

During Autumn, Winter and Spring quarters:

- Monday through Thursday, 7:30 AM to 11 PM
- Friday, 7:30 AM to 8 PM
- Saturday, noon to 8 PM
- Sunday, 3 PM to 11 PM

Librarians staff the Reference Desk from 10 AM to 8 PM Monday through Thursday, and 10 AM until 6 PM on Friday. Librarians staff the Reference Desk from noon to 5 on Saturday, and from 3 PM to 8 PM on Sunday.

The computer lab on the Lower Level is staffed during all the hours when the building is open. This lab is managed by Mark Barany.

Each year one third of the computers are sold and new replacements obtained as part of the campus-wide "Lab Pool."

GOAL: STAFF

"Hire staff with notable interpersonal and library skills, and the genuine interest in and ability to provide exemplary library service. Make ongoing, organized professional development a priority. Hire and train student workers so they exhibit strong customer service and library knowledge."

For 2007-08 Maryann Shaw was hired to supervise the periodicals. The rest of the staff was the same as during the previous year. The University Library staff for 2007-08 was as follows:

NAME	TITLE
Barany, Mark	Microsystems Coordinator
Fick, Gary	Liaison Librarian
Fry, Carrie	Electronic Services/Systems Librarian
Gruchala-Gilbert, Liz	Liaison Librarian
Hovick, Jackie	Cataloging Technician
Karns, Lori	Access Services Technician
Knudsen, Johanna	Supervisor, Access Services
Lewis, Ryan	Liaison Librarian
Lindahl, Vance	Inter-Library Loan
Maass, Robin	Administrative Assistant
Meier, Adrienne	Access Services
Nelson, Bryce	Director
Paulson, Becky	Acquisitions Librarian
Perisho, Steve	Liaison Librarian
Phelan, Jenifer	Liaison Librarian
Shaw, Maryann	Periodicals Technician

Steiner, Melody
Vick, Natalee

Access Services Technician
Technical Services Librarian

Professional development remained a top priority, led by Liz Gruchala-Gilbert. A complete record of professional development events is located at:
\\matthew\library\All Library Staff\Professional Development

Some staff were designated as Super Users and went to training classes on Microsoft Office products, then offered classes and tutoring to library staff.

A four-day September workshop was held for all staff on the theme of Design. The September workshop was the second part of a two-part Professional Development workshop. In July the SPU staff joined with the Seattle University library staff for a workshop on the Abilene Christian University Learning Commons.

Various staff participated in activities of the Orbis Cascade Alliance: Electronic Resources committee (Carrie Fry), Collection Development and Management Committee (Becky Paulson, Steve Perisho), Summit Borrowing (Johanna Knudsen) and Council (Bryce Nelson).

Library staff attended the following conferences:

- Bryce Nelson. CCCU library directors
- Steve Perisho. ATLA annual conference
- Becky Paulson. Association of Christian Librarians
- Jenifer Paulson. American Library Association

Individuals are designated as the "lead" for a particular area. In practice, this means that they work with the Director to anticipate what needs to be done in that area, make proposals, and take the lead on making something work in that area. The leads for 2006-07 were:

AREA	RESPONSIBILITY	LEAD	ADVICE AND CONSENT
Access Services	Director	Johanna	Access Services staff, Lib
Archives	Director	Adrienne	Jenifer
Building space	Director	Johanna	All staff
Collection Development			
Implement	Director	Becky	Librarians
Collection Development policy	Director	Steve	Librarians
Copyright	Director	Ryan	Librarians
Databases	Director	Carrie	Librarians
Information Literacy	Director	Gary	Librarians
Millenium	Director	Carrie	Librarians
Professional Development	Director	Liz	All staff
Reference Collection	Director	Becky	Librarians

Remote Users	Director	Jenifer	Carrie, Liz
Safety/Emergency	Director	Johanna	All staff
Scheduling--Reference Desk	Director	Carrie	Librarians
Social	Director	Robin	All staff
Special Collections	Director	Steve	Adrienne, Liz, Jenifer, Na
Technical Services	Director	Natalee	Technical Services staff, librarians
Technology	Director	Carrie	Mark, librarians
USEM online modules	Director	Jenifer	Librarians
Web page	Director	Jenifer/Carrie	Librarians

The Director met biweekly with each librarian and Johanna, and weekly with Robin. There were weekly librarian meetings, with an agenda announced ahead of time. The Director wrote a monthly newsletter

GOAL: FACILITY

“Provide a variety of spaces in the Library building so that learning and research may occur in multiple ways, the materials may be easily used, and the staff has the right space to perform its work.”

In the late summer of 2007 the Reading Room on the main floor was restored to its original purpose. In the spring of 2008 two students from the SPU Interior Design program (Kim Proctor and Janell Hunter) created CAD drawings of the library furnishings, and gave their judgment about rearranging tables and work areas.

GOAL: BUDGET

“Have a budget adequate to carry out the mission.”

	2004-05	2005-06	2006-07	2007-08
Books/media	\$171,033	\$163,039	\$156,960	\$172,332
Journals	\$209,109	\$210,811	\$220,709	\$248,661
Databases	\$86,386	\$109,140	\$138,263	\$147,281
Total Materials	\$466,528	\$482,990	\$515,932	\$568,274

Robin Maass created several budget tracking tools during 2006-07 and Robin and the library director met weekly in order to monitor all aspects of the budget. Planning was finished for a Friends of the Library endowment and group.