

March 22, 2007

Dr. Samuel Sullivan  
Vice President for Academic Affairs  
Augusta State University

Dear Dr. Sullivan,

Enclosed is the 2006-2007 Annual Report of the Library Committee to the Vice President for Academic Affairs. Thank you for your continued support of Reese Library.

Sincerely,

The Library Committee

Christine H. Terry, Chair  
Michael Bishku  
Dianne Black  
Jim Grayson  
Paulette Harris  
Wendy Turner  
Thomas Gordon (student)  
Billy Phillips (student)  
Chris Harrison (student)

cc: Dr. Bill Nelson, Director, Reese Library  
Camilla Reid, Associate Director, Reese Library  
File

## **Assessing the Needs of Reese Library:**

### **Report of the Library Committee to the Vice President for Academic Affairs: 2006-2007**

March 2007

The Library Committee's 2006-2007 Report to the Vice President for Academic Affairs, identifies the needs of Reese Library, Media Services and the Curriculum Center. The Committee is charged to assess the needs of students and faculty, to determine how the library can better serve the academic and professional needs of the ASU community and better support the strategic mission and goals of ASU.

Support for Reese Library, Media Services and the Curriculum Center is essential to the promotion and implementation of the objectives of the University and to help meet the requirements of SACS, of professional and specialized accrediting agencies governing the academic programs, and to provide support for academic program reviews.

The Committee met regularly during the 2006-2007 academic year to discuss the current programs and needs of the Library, Curriculum Center and Media Services. In making these recommendations, the Library Committee has considered the ASU mission statement, the Reese Library mission statement, the FY 2007 unit plan, the FY 2007 budget, the results of the FY 2006 LibQUAL+ survey of ASU students, faculty and staff, and other issues identified by the Committee.

#### **RECOMMENDATIONS:**

To accomplish the goals set forth in the FY 2007 unit plan, to facilitate student success and retention, and to maintain the research and instructional mission of the library at the current level, the Library Committee recommends the following as priorities for funding.

1. The Committee requests increased funding for books, journals and other resources to support the curriculum and faculty research at current levels. Journal subscriptions continue to increase at a rate of eight to ten percent per year, which decreases the available allocations for book purchases. Since many periodicals are now available on-line, the faculty is less tied to the library as a physical entity; the availability of new texts in their discipline gives faculty an incentive to visit the library in person, which allows library faculty and staff to better serve the campus community. To address the funding issue, the library committee suggests allocating a specific percentage of the University's total operating budget to the Library's operating budget or to build into the Library budget inflation-driven increases to maintain a consistent level of funding for students and faculty.
2. The Committee requests funding to continue to improve the functional and aesthetic atmosphere of the library as a place for research and study. The lighting in the building must be updated to reflect the current standards required for ADA compliance. Additional spot and lamp lighting should be added to the new casual seating areas. The HVAC system should be replaced to maintain constant temperature and humidity in the study areas at levels that are comfortable for patrons and in the archives at levels that are necessary to preserve documents. Furthermore, the library should replace the current circulation desk with one that is both more functional and welcoming, as it is the first thing a patron sees upon entering the library.

3. The Committee requests funding to optimize the structural and functional association between Reese Library and the new Jaguar Student Activities Center (JSAC). Currently, the library can only be accessed through the JSAC breezeway. Additional resources (security gate maintenance agreement, security camera system and security personnel) are necessary to create a second public entrance to the Reese Library using the west emergency exit. Due to their physical connection, JSAC hours and Library hours must coincide. To meet demand for extended library hours in the evenings and on the weekends, both buildings would have to extend their hours.
4. The Committee recommends the following avenues to augment support of ASU students as a means to improving graduation and retention rates:
  - a. Students' ties to campus would be enhanced with the availability of more student jobs on campus. The proposed federal minimum wage increase will further decrease the number of jobs on campus, if funding for these positions is not supplemented. Additional permanent funding of \$20,000 in the Library's annual Operating Supplies and Expense budgets of Reese Library and Media Services would help bring the number of student work hours to pre-FY 2002 levels in the Library, and would extend services offered by Media Services and the Curriculum Center.
  - b. The library is investigating the possibility of extending checkout privileges over the summer for students who are pre-registered for the following fall semester. This is part of the campus-wide issue involving access to student services and the ASU network.
  - c. Along with the Department of Learning Support/University College, we urge the university to offer a "Freshman Experience" to all students new to ASU. The library is particularly interested in developing an integrated information literacy component for this program.
5. The Committee requests permanent funding for items and staff positions that are currently funded on a temporary basis. These items include (but are not limited to):
  - A staff position in Media Services position (evening and weekend) to increase the availability of these services and resources to students.
  - Subscription to the ARTstor image collection
  - Access to the Safari Tech books, JSTOR, etc. (which are currently funded on a year to year basis by student technology funds)

The Committee recognizes and appreciates the temporary funding which has been allocated to the library by the VPAA for those costs that have not yet been added to the annual operating budget. However, the committee suggests that the budget for personnel, operational and maintenance funding for the Library, Media Services and the Curriculum Center should include funding for these items (and others) that continue to be necessary.

6. The Committee recommends updating classroom technology in Science Hall and Christenberry Fieldhouse. While changes have been made to classrooms in Science Hall to make them more amenable to the use of classroom technology (i.e., table computers), there are more changes that need to be made in both of these buildings to bring them up

to the same instructional technology standards as classrooms in Allgood and University Hall.

**PROGRESS SINCE MARCH 2006 LIBRARY COMMITTEE NEEDS ASSESSMENT REPORT:**

1. There have been continued efforts to improve the physical environment of Reese Library to better facilitate instruction and research. These changes include:
  - New carpet, furniture and paint throughout Reese Library (made possible through efforts of the VPAA and physical plant)
  - Improving signage in front of Reese Library as well as in the JSAC
  - Refurnishing (all but five) library offices with ergonomic furniture
  - Drafting plans to make the circulation desk more user-friendly and functional
  - Opening a “family room” where students can study with their children
  - Analyzing and considering suggestions from FY2006 LibQUAL+ survey
2. The library staff has been working to update and optimize the available electronic and print resources in its collection. This has been done in part through collaboration with department chairs to better fulfill the needs of each department (e.g., removing outdated resources and reallocating funds to better suit the needs of each department’s curriculum). Improvements include (but are not limited to):
  - Redesigning the government documents web page to make information more accessible to faculty and students.
  - Consolidation of search interfaces used by students faculty and staff
  - Classroom instruction (information literacy)
  - Developing a course proposal for an information literacy course
  - Conducting focus groups to help redesign the main Reese Library web site
3. The library staff is continuing to assess and analyze the results of the LibQUAL+ survey implemented in FY2006. The library staff has made changes to the library in order to better serve the ASU campus. The Committee suggests continued funding to implement the LibQUAL+ survey every three years in order to continue to evaluate the needs and opinions of faculty, staff and students.

In closing, the Library Committee believes that the library faculty and staff are committed to making changes and improvements that allow them to: (i.) better serve the needs of the ASU community (as assessed by the LibQUAL+ survey, members of the Library Committee, etc.); (ii.) meet the requirements of SACS, of professional and specialized accrediting agencies governing the academic programs; and (iii.) provide support for academic program reviews.