

April 19, 2009

Dr. Samuel Sullivan

Vice President for Academic Affairs

Augusta State University

Dear Dr. Sullivan:

Enclosed please find the 2008-2009 Annual Report of the Library Committee to the Vice President for Academic Affairs. The report contains recommendations for specific initiatives and funding as developed by the committee during the course of our meetings over the academic year.

Thank you for your continued support of the Reese Library and Media Services as we look to enhance student learning and achievement.

Yours sincerely,

The Library Committee

Chad Stephens (Chair)

Clinton Amos

Angela Bratton

Beverly Collins

Paulette Schenck (Secretary)

Karen Wish

Library Representatives on Committee

Bill Nelson

Camilla Reid

Report of the Library Committee to the Vice President for Academic Affairs: 2008-2009

April 2009

The Library Committee's 2008-2009 Report to the VPAA identifies the needs of the Reese Library, Media Services, and the Curriculum Center. Our committee is charged with assessing 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 the University. Support for the Reese Library, Media Services and the Curriculum Center is essential to the continued promotion of student achievement on our campus as these units have direct bearing on a wide range of teaching and learning activities. Support is also critical for allowing these units to meet the requirements of SACS accreditation for the University as a whole, as well as for allowing individual academic departments to meet standards for their own accreditation and programmatic reviews.

The committee met regularly during the 2008-2009 academic year to discuss the current programs and needs of the Library, Media Center, and Media Services. In making these recommendations, the Committee has considered the mission statement of the University, the mission statement of the Library, the FY2009 unit plan, and the FY2009 budget.

Progress Related to the 2007-2008 Library Committee Report recommendations to the VPAA (itemized as ordered in last year's report)

1. Initially the VPAA awarded an increase of \$20,600 for books, journals and other resources. However, with the library budget reduction this year of \$140,517, the library budget for this year has in effect been reduced by \$119,917. Currently there is almost no money for purchasing new books. Emphasis is currently on maintaining subscriptions to online databases, electronic reference resources and journals, especially in electronic format. As renewals of subscriptions occur, departments are now asked to provide justification to renew the subscription. Usage statistics will also be employed to justify renewals.
2. Classroom technology in Science Hall and Christenberry Fieldhouse has been updated with Student Technology funds requested by Media Services.
3. Based on recommendations from ASU Public Safety, it was determined that it would cost about \$20,000 to upgrade library security with a camera system similar to that in the JSAC. With current budget reductions this has not been pursued by this committee. However, given the importance of securing library materials, and of our students' safety, we continue to recommend this initiative in tandem with University public safety. The Committee recommends determining if the cost of lost books and library materials through theft would be equivalent to the cost of

implementing a security system as justification for supporting this request. Further suggestions included working with other groups on campus to find alternative funding.

4. With the current budget cuts, no additional money was added to the 2009 budget for student workers, although the recent Federal minimum wage adjustment caused an additional expense in this category. Since the last minimum wage increases in 1996 and 1997, the library has been using library operating funds to cover the additional pay. However, as the 2009 Operating Fund was cut by almost \$40,000 this year, the use of these funds for student pay will no longer be feasible. The library is thus currently operating at the maximum level of student employees possible with available funding, and it is likely that the number of student workers and/or student hours will need to be reduced should no additional funding come available. This is unfortunate, as an increase in the number of student workers is actually needed to increase assistance to library patrons and to support library staff. As an additional benefit, an increase in library student workers will also serve to increase the number of ASU students who are actively involved with campus services, thereby improving student ties to campus. Note: the 2007 and 2008 minimum wage increases were covered by ASU.

5. Due to budget restrictions, there is no permanent funding for resources, such as JSTOR. Five library staff positions have also been frozen (including one librarian position), but approval has been received to fill three of them after being vacant for 90 days.

6. Replication of the LIBQUAL library survey is recommended every third year in order to assure that the library is meeting the needs and expectations of students and faculty. Although the survey was due this year, the survey was suspended due to budget restrictions. The committee recommends that this survey be conducted next year.

7. As coordination of hours of operation between the library and JSAC is currently serving student needs, the committee no longer recommends any new efforts regarding this issue.

Current Committee Recommendations

I. Funding Recommendations:

To accomplish the goals set forth in the library's FY2009 unit plan, to facilitate student learning, achievement and retention, to maintain and further develop library holdings in support of student/faculty research, and to maintain and further develop the infrastructure of the library, the Library Committee recommends funding of the following items (listed in order of priority):

1. Due to annual inflation, additional funds are needed to *maintain* current access to journals, periodicals, and databases (both print and electronic formats). [*Rationale: A reduction of these items will directly affect student/faculty access to critical library materials. Loss of materials may also impact university, department, and program accreditations.*]

2. Restore the \$100,000 2009 book acquisition funding that was removed at the beginning of this fiscal year. [*Rationale: The inability to replace out of date books greatly limits the library's ability to maintain a current collection and to respond to student and faculty needs.*]
3. Funds are requested to pay all library and media services student workers minimum wage. [*Rationale: In order to maintain a quality student staff and promote student retention through offering attractive on campus jobs, minimum wage pay must be offered. Without an increase, the number of students and/or student hours must be reduced.*]
4. To make the library reference section more accessible to and utilized by students, the committee recommends that the renovation and updating of the first floor of the library be given high priority. This should include removal of the glass partition between the circulation area and the reference area, thereby opening up the area and making the reference area more inviting and user friendly to students (architectural drawings are already available). [*Rationale: Enhancing student-staff interactions will help promote student success in the library. As is, students see the circulation desk, rather than the reference desk, as the place to ask reference questions.*]
5. To increase the library's capacity to serve students' technology needs, the committee recommends that the existing six-student computer pod currently available on the second floor be fitted with electricity and internet service, and that computers be added. [*Rationale: Expanding student work and study areas in the library will directly enhance the library's ability to serve student needs.*]

II. Strategic Initiatives

To accomplish the goals set forth in the library's FY2009 unit plan, to facilitate student learning, achievement and retention, and to address the new strategic goals of the university, the library committee recommends support from the VPAA for the following non-funding items:

1. The committee would like to broaden the marketing, awareness, and utilization of the new two-credit information literacy course (ILIT 1500) which was offered for the first time Fall 2008. The course was offered again in Spring 2009. The Committee strongly recommends exploring the addition of the course to the university core course requirements and that the course be promoted campus wide as a means to laying the ground work for student achievement in research and writing.
2. As plans are developed to move the College of Education and the Department of Nursing to a new building adjacent to the Christenberry Fieldhouse on Wrightsboro Road, the committee recommends that faculty from these departments be included during the facilities planning process. The committee also recommends that those new facilities include office space for

media services and curriculum center personnel, as well as space for the housing of media that will be used exclusively by these departments. Some adequate provisions for library services should also be provided.

3. The committee continues to advocate the preservation of those items in the library collection that are unique to Augusta and ASU. The committee recommends pursuing grants through other sources to help fund preservation efforts such as a grant from the military to preserve Augusta Arsenal material, and working collaboratively through partnerships with state and community organizations such as the Center for the Study of Georgia History.

4. The committee continues to recognize the need for increased security in the library, both for patrons and staff, as well as for materials. Therefore, the committee continues to support the efforts of ASU Public Safety to obtain funding for addition of security cameras to the library. *[Rationale: Theft continues to be a problem in the library. Security cameras will provide dual support: safety for library patrons and staff, and increased security of library materials.]*