

**Year End Report
 Status of Library Strategic Goals
 Academic Year 2005-2006
 June 30, 2006**

Collections

The following strategic goals in Cataloging and Collection Management were completed as planned in FY 2005-06:

- a. The backlog of remaining gift books (489) has been cataloged.
- b. In response to a student request, we reviewed the feasibility of cataloging bachelors' theses and determined that the effort would not be cost effective.
- c. All 2004 and most 2005 masters' theses have been cataloged.
- d. We have begun the process of recataloging old, Dewey-classed masters' theses.
- e. We have completed a thorough weeding of our nursing and general science collections.
- f. We continue to relabel circulating books with faded spine labels.
- g. We continue to catalog Ukiah books as they are brought to us for processing.
- h. Over winter break, we shelf read and inventoried the entire circulating collection and subsequently purged the online catalog of unneeded records.
- i. As a result of the inventory, we have now synchronized our online catalog with OCLC's WorldCat database so that every title in Dominican's collection will appear in WorldCat.
- j. Also as a result of the inventory, we have contracted with Marcive, Inc. to update authority control work.

Statistics for various acquisitions by format for FY 2005-06 are:

Format	Volume Count
Cloth	1663
Paperback	706
Miscellaneous Binding	7
VHS	36
CD-ROM	90
DVD	177
Databases Subscriptions	2
Total	2681

Total Allocation Fund Expenditures for Materials plus Tax, Shipping, and Vinabind (6116-8501)	Total Gift Fund Expenditures for Materials plus Tax, Shipping, and Vinabind (2421, 2619, 2683, 2290)	Total Expenditures for All Funds, including Tax, Shipping, and Vinabind	Total Tax Expenditures	Total Shipping and Handling Expenditures	Total Vinabind Binding Costs @ \$5.45/vol.
\$105,048	\$18,944	\$123,992	\$5,378	\$714	\$2,615

- a. Total expenditures for FY 2005-06 from capital fund 6116-8501 -- including tax, shipping, and vinabind charges -- equaled **\$105,048** from an original capital allocation of \$100,000. This figure exceeded our allocation because of an error in the formula that has now been corrected. The first of three pro-rated installments for the database, "JSTOR," \$14,783.34, was also deducted from this capital fund.
- b. Of the total volumes cited above, 262 were classified as "Diversity Titles" with special relevance to multicultural perspectives. The net cost was \$8,346.00.

Owing to the generosity of Gary Hickox, Dominican alumnus and current Trustee, a gift fund was established in January 2004 to strengthen the Library's monographic holdings in GLBT studies. The fund is monitored in 2421 and is entitled, "Unsung Heroes: Honoring the Pioneers in the Gay/Lesbian/Bisexual/Transgender Movement." Indefinite monthly contributions are anticipated. During FY 2005-06, the Library acquired 92 volumes (titles) in this subject area at a net cost of \$2,686.00. Gary Hickox also generously underwrote the "GLBT" Full-Text database for \$1913.00, for a total gift of \$4599.

Cataloging

The following books were cataloged in FY 2005-06:

Books in Circulating Collection	2,539
E-Books	0
Reference Works	135
Ukiah Books	101
Children's Books	33
Videos and DVDs	241
CD-ROMS	144

Dominican Theses	101
Professional Library Books	3
Oversize Books	54
TOTAL	3,351

Instruction and Reference

A. Reference Department Summary

Internships and Practicums:

In fall 2005 Teresa Capasso completed an internship geared toward reference and instruction. Teresa also worked with education faculty to weed the library collection in that area, updating the Library of Congress subject headings and suggesting new materials for purchase. She uncovered a wealth of materials on special education that had older subject headings and weren't being accessed.

In spring 2006 Francoise Bluseau completed an internship with the Reference and Instruction department. She answered questions at the reference desk, observed RES 2000 classes with all instructors, began weeding the reference collection with the guidance of the Director of Collections and Cataloging, and created a database of French-language library holdings.

Marketing and Outreach:

In order to meet strategic plan goals for marketing and outreach to the community, Reference librarians and staff organized and mounted the first Black History Month exhibit at the Alemany library. An exhibit of primary documents and images was featured in the Rosenberg Reading room, a rotating selection of relevant books was available in the Reference Area, and a Fireside Chat about diversity included Dominican students and faculty. This program was continued in March and May with a Women's History Month exhibit and Poetry Month exhibit. Amber Thomas, Serials Manager, organized a poetry reading attended by several students, guests from the neighborhood, and faculty. The library will continue these programs in efforts to market library services and resources.

Reference Services:

Evening and weekend reference service was provided by full-time and adjunct librarians, including Socorro Pelayo, Gina Bardi, and Sharon Radcliff.

We continued the statistical reporting of questions at the Reference Desk. Categories included: Reference, Instruction, Technical, BlackBoard, Directional, and Consultation. The total number of questions answered by reference personnel from 7/01/05 - 6/30/06 was 3,318.

B. Reference Desk Statistics

<u>Question Type</u>	<u>Number of Questions</u>
Directional	517
Reference	1,759
Instructional	205
Consultation	157
Technical/Computer/Copier	650 (1,764 min.)
BlackBoard	<u>30</u> (131 min.)
Total	3,318

C. Instruction Department Summary

We continued teaching the one credit required information literacy course, Research 2000. During the fall 2005 semester 15 sections were taught by Amy Whiteley, Gary Gorka, and Socorro Pelayo, with a total of 231 students. The spring 2006 semester continued the trend, with 149 students enrolled in the course. In summer 2005 one section of RES 2000 was taught, with approximately 12 students attending.

During the 2005-2006 year 63 workshops and bibliographic instruction sessions were given by Gary Gorka, Socorro Pelayo, Alan Schut, and Amy Whiteley at the request of various instructors across campus. Included in these were nine one-hour Documentation Styles workshops given during the fall and spring semesters.

Assessment:

Instruction Librarians have begun a formal process of assessment for RES 2000 to meet the WASC guidelines. The Assessment report was submitted to the Director, and we will continue to use the data to improve the course, utilizing a random sampling of students' final essays to determine if they met the student learning outcomes.

Instruction Librarians participated in the Information Technology department's online survey program to evaluate the RES 2000 course. Students seemed to like the ease of the online surveys.

Outreach to full-time and adjunct faculty:

Instruction Librarians presented a two hour CLIENT workshop for faculty devoted to new databases and electronic resources, search techniques, and information literacy standards for syllabi. These will be repeated each semester.

Amy Whiteley worked with adjunct faculty to enhance their awareness of library services and information literacy standards. Updates to the adjunct website include sample standards to be included in syllabi, opportunities to request guest lectures, and new databases.

Professional Development:

Amy Whiteley, Gary Gorka, and Alan Schut attended workshops on teaching information literacy and creating and managing online courses.

D. Instruction Department Statistics

RES 2000

<u>Semester</u>	<u>Sections</u>	<u>No. of Students</u>
Fall 2005	15	231
Spring 2006	10	149
Summer 2006	<u>1</u>	<u>12</u> students approx.
Total	26	392

Bibliographic Instruction Sessions and Workshops

<u>Instructor</u>	<u>Number of Workshops</u>
Gary Gorka	15
Alan Schut	12
Socorro Pelayo	13
Amy Whiteley	<u>14</u> (+ 9 Documentation Style Workshops)
Total	63

E. Top Five Accomplishments

- a. 26 sections of Information and Research (RES 2000) were taught in 2005-2006. Three Instruction Librarians and one Adjunct Librarian taught the course in Fall and Spring, with one instructor teaching in the summer.

- b. Reference staff provided bibliographic instruction to approximately 780 students in 63 workshops ranging from guided research for various subjects to general research skills to documentations styles.
- c. In Spring 2006 Instruction Librarians began a formal program of assessment for the RES 2000 Information and research class to meet WASC guidelines.
- d. Reference Librarians and staff organized and mounted the first Black History Month exhibit at the Alemany library. This program was continued with a Women’s History Month exhibit and Poetry Month exhibit. Readings, displays, and discussions were highlights of the program.
- e. Instruction librarians marketed library sources and services to full-time and adjunct faculty through workshops, presentations, and increased web presence.

Circulation

- a. Circulation staff provided continuous public service for Alemany Library and Dominican University for a total of 83.5 hours per week during the semester, and 40 hours per week during intersession periods.
- b. Circulation staff provided a total of 11 student workers with continuous supervision and training during their work-study hours.
- c. Circulation staff circulated AV equipment 756 times.
- d. The manager of circulation services created an information repository for circulation staff members called a “wiki”.
- e. Circulation staff coordinated the cleaning of the entire collection.

Circulation Statistics

<i>Checkouts by Borrower Type</i>		
Dominican Students	69.0%	10,156
Dominican Full-Time Faculty	10.3%	1,518
Dominican Part-Time Faculty	7.1 %	1,048
Dominican Staff	2.9%	421
Dominican Sisters	0.0%	6
Dominican Alumni	0.4%	53
College of Marin Students	1.3%	194
General Public (Marin Residents)	1.7%	252
Interlibrary Loan	2.0%	289
College of Marin Credit Students (CoM)	3.0%	438
College of Marin Non-Credit Students (CoM)	0.2%	28

College of Marin Permanent Staff (CoM)	0.4%	54
Dominican Staff (CoM)	0.2%	30
College of Marin Emeritus College Students (CoM)	0.1%	20
College of Marin Non-Credit Faculty	0.0%	1
College of Marin Public Library Patrons (CoM)	1.5%	217
Total	100.0%	14,725

<i>Checkouts by Item Type</i>		
Circulating Books	50.0%	7,368
2-hour Reserve	30.9%	4,548
24-hour Reserve	12.7%	1,871
1-week Reserve	1.3%	194
Reference	0.1%	19
72-Hour Reserve	0.1%	22
Compact Discs	0.4%	61
Videos	3.8%	554
Permanent Reserve	0.1%	12
B.A. & M.A. Thesis	0.0%	3
CoM 3-week circ	0.0%	2
CoM 2-hour media	0.5%	71
Total	100.0%	14,725

<i>Checkouts by Call Number</i>		
No call number	17.8%	2,615
Not in table	0.3%	49
General Works	0.3%	41
Philosophy, Psychology, Religion	7.3%	1,069
Aux. Sciences of History	0.9%	131
History: General and Old World	3.2%	473
History: America	2.7%	391
Geography, Anthropology, Etc.	0.8%	115
Social Sciences	5.9%	862
Political Science	0.8%	116
Law	0.3%	45
Education	2.3%	341
Music	2.3%	338
Fine Arts	6.0%	889
Language and Literature	9.0%	1,332
Science	2.6%	385

Medicine	32.8%	4,824
Agriculture	0.1%	19
Technology	0.6%	93
Military Science	0.1%	11
Naval Science	3.8%	555
Bib. & Library Science	0.2%	26
0000-0899.999	0.0%	5
Total	100.0%	14,725

<i>In-house Usage by Item Location</i>		
Case Room (Rare Books)	0.0%	2
Current Interest Table	0.0%	3
Folios/Quartos	4.2%	136
Juvenile	4.2%	135
Main Collection	70.0%	2,234
New Book Table	0.2%	7
Reference	21.0%	673
Reserves	0.2%	15
Theses	0.2%	7
DVD/VHS	0.0%	1
Total	100.0%	3,210

Serials

Print journals added: (14)

- Stem Cell Reviews
- Journal of Occupational Science
- Topics in Spinal Cord Injury Rehabilitation
- The Writer's Chronicle
- Worldviews on Evidence-Based Nursing
- Journal of Midwifery & Women's Health
- Principal's Research Review
- Biblical Archaeology Review
- California Counts
- California Economic Policy
- Research Brief, Public Policy Institute of California
- AACN Advanced Critical Care
- International Journal of Nursing Education Scholarship
- Journal of Complimentary and Integrative Medicine

Developments:

- a. Added Check-In Records for microfilm receipt
- b. Added 'missing issues' notes in journal records in the catalog
- c. Created standing orders for all Bay Area phone books for reference area

- d. Added “Article Linker,” a program designed through Serials Solutions, Inc. to make searching our databases more thorough and manageable
- e. Continued binding of journal collection (300 volumes)
- f. Evaluated and adjusted Serials and Binding lines to allow for purchase of 12 new journals and 4 new databases
- g. Increased signage in journal stacks to inform patrons of availability of many titles in microfilm, as well as print

Databases

The strategy for this fiscal year with regard to electronic resources was to maximize the availability of full-text electronic scholarly resources to meet student needs and searching patterns. Providing full-text and page-image resources improves our ability to deliver resources to students on and off-campus 24 hours a day. Moving to more online full text resources allows us to increase our collection without space or security concerns. A careful review of usage patterns was conducted and little-used index-only databases were discontinued to free up funds for new full-text resources.

The following list of new electronic resources for FY 2006-2007 includes new databases, electronic journal collections, electronic reference books and open-source electronic scholarly journals.

A. Electronic Resource Infrastructure Improvements:

- a. Purchase of “Article Linker” (Serials Solutions)—Provides instant look-up of full-text resources from any database in our collection. Searches all our electronic resources (even across competing products) and provides instant access to the full text when available. This product maximizes student’s search efficiency and probability of finding full text online.

B. General Resources:

The Library purchased the following new databases:

- a. “JSTOR Complete,” a major addition to our scholarly journal collection. “JSTOR” provides searchable page images of the complete runs (with a 2-4 year embargo) of 700 scholarly journals (900 when complete in 2008.) This triples the size of our journal collection without storage or security concerns and provides 24-hour concurrent usage and at-home access to scholarly literature.
- b. Clase and Periodica (FirstSearch)— index to Latin American articles in sciences and humanities (in Spanish)—General indexes to scholarly literature in Spanish. Part of the First Search base package but not available on our web page previously.

- c. Gale Virtual Reference Library - 220 full text searchable reference books. Images are of exact pages very easy to use and print. Provides 24-hour and at-home access to a core reference book collection.
- d. Gallica (Open Source)—full text free archive of nearly 400 French scholarly journals (in French)— Excellent free resource from the French National Library.
- e. Library and Literature (FirstSearch)—library and information science articles --Full text version of the Wilson Library Literature database. Excellent for librarians, but also good for computer science, education, internet, technology and social issues.
- f. LISTA (EBSCO)—library, information science and technology abstracts. Abstracts only, but very useful in the information science and library fields.
- g. PapersFirst (FirstSearch)—index to papers presented at meetings worldwide.
- h. Proceedings First (FirstSearch)—index to published proceedings of conferences and meetings worldwide.
- i. Reference Universe- online index to reference books, including those in the Dominican reference collection (not yet accessible off campus). Unique resource that provides an online index to every article in more than 3,000 print and electronic reference books. Set to “your library’s holdings” to restrict to just the print titles we have in our collection.
- j. U.S. Government Documents- full text U.S. Government documents and journals. Interface to a large collection of U.S. Government documents, many of which are also tracked through Serials Solutions’ “Article Linker.”
- k. U.S. Government Documents (FirstSearch)—full text WorldCat Dissertations- OCLC catalog of dissertations and theses in libraries worldwide.

C. Arts and Humanities

- a. American Memory - 19th Century in Print - 19th century journals from the Library of Congress--Full text page images of major U.S. journals from the 1800’s.
- b. ATLA Religion Index (FirstSearch)— index to religious and theological literature.
- c. Comprehensive Index World religion— Works in conjunction with ATLAS.
- d. ATLAS Religion Journals (FirstSearch)—full text articles on religion and philosophy. Best resource available for comparative religion and theology. Includes index and full text articles on all world religions.
- e. Digital South Asia Library—six full text open-access journals on South Asian culture.

- f. History Cooperative (EBSCO) --22 full text open-access scholarly journals in history.
- g. International Bibliography of Theater and Dance—more than 100 full text journals in dance, drama and cinema.
- h. Philosopher's Index (FirstSearch) --comprehensive index for research in all fields of philosophy. Best index available for philosophy. Index and Abstracts only, but links via "ArticleLinker" to full text in other databases.
- i. RILM Music Abstracts (FirstSearch) --abstracts of music literature. Best index available for music. Index and abstracts only, but links via ArticleLinker to full text in other databases.

D. Business and Economics

- a. Digital Library of the Commons - free full text articles on all aspects of the Commons – shared physical, intellectual and societal resources.
- b. EconLit (FirstSearch)—index to articles in economics.

E. Education

- a. Open Access Journals in Education – 180 open-access journals in education, organized by the American Educational Research Association Special Interest Group. Full text.

F. Health and Medicine

- a. BioMed Central (Open Access)—access to over 150 free peer-reviewed open-access journals in biomedical research. Full text subset of PubMed.
- b. Cochrane Controlled Trials Register -- (EBSCO) Evidence-based nursing resources. Full Text.
- c. Cochrane Database of Systematic Reviews— (EBSCO) Evidence-based nursing resources. Full Text.
- d. Cochrane Database of Abstracts of Reviews of Effectiveness - nursing (EBSCO) Evidence-based nursing resources. Full Text.
- e. PubMed Central (Open Access)— a service of the U.S. National Institutes of Health with access to almost 300 full text biomedical and life science journals. Full text subset of PubMed.
- f. ScienceDirect -- biology and health science college edition. This is a current science full text database containing the most recent (4-5 years) of nearly 1,000 science journals useful to both biology and nursing students. Premier resource on current scientific research in biology and health science.

G. Science and Technology

- a. Public Library of Science (Open Access) — six full text open-access journals in biology, clinical trials, computational biology, genetics, medicine and pathogens. Highly respected new full text open-source library for the sciences. (An article in the June issue of Wired Magazine highlights this resource.)
- b. ScienceDirect (Described above)- biology and health science college edition—This is a current science full text database containing the most recent (4-5 years) of nearly 1,000 scholarly science journals. Useful to both biology and nursing students.

H. Social Science and Psychology

- a. Communications and Media Complete (EBSCO)— 300 full text journals in communications, journalism and media. This database fills a major gap in our full text coverage for Communications Majors but will also be valuable for political science. Pre-law, business and advertising and education.
- b. GLBT Life (EBSCO)— index and full text articles on all aspects of gay, lesbian, bisexual and transgender life. This database supports Dominican University's "Unsung Heroes" collection on GLBT issues . Useful in a diverse range of courses in history, literature, sociology, psychology, communications and nursing. Both index-only and full text.

I. Discontinued products:

- a. Wilson index-only and abstracts products (Humanities index, Art Abstracts, General Science Index, Social Science abstracts, Essay and General Literature Index, Biography Index). MLA bibliography.