

**DELTA STATE UNIVERSITY: ACADEMIC ANNUAL REPORT**  
**Academic Year 2005-06**

**I. Unit Title:** Roberts-LaForge Library

**School or College:** Library Services

**Unit Administrator:** Jeff Slagell

**II. Educational Program Learning Outcome Assessment Plan**

These are Learner Outcomes identified for the **current** year. Contents of the table should be very brief. Footnotes may be included for items needing explanation or documentation.

<p><b>Learning Outcome</b> <i>What should a graduate in this major know, value, or be able to do at graduation and beyond?</i></p>	<p><b>Data Collection and Analysis</b> <i>What assessment tools and/or methods will you use to determine achievement of the learning outcome? Describe how the data from these tools and/or methods will be collected. Explain the procedure to analyze the data.</i></p>	<p><b>Results of Evaluation</b> <i>What were the findings of the analysis? List any specific recommendations.</i></p>	<p><b>Use of Evaluation Results</b> <i>What changes in curriculum, courses, or procedures were made as a result of the program learning outcome assessment process?</i></p>
<p>LIB 101: Fundamentals of Information Literacy</p> <p>Improve student’s ability to identify, evaluate, and use diverse information resources effectively.</p>	<p>Students will be administered both a pre and post written test that will measure their skills relevant to LIB 101. Scores from both tests will be compared to determine if an improvement has been made.</p>	<p>While the overall total post test scores were greater than pre test totals, individual student results were mixed.</p>	<p>Instruction methods, assignments, and course structure will be reviewed to improve course effectiveness and learning outcome.</p>

**III. Division/Department Goals for the Current Year**

This is a report on progress towards goals for the **current year**. These are operational goals for the unit that are NOT tied directly to student learning outcomes which are reported in the table above. An example might be the implementation of a development campaign in conjunction with the DSU Foundation to raise monies for faculty research and travel.

**A. Goal # 1**

To serve the Delta State University students, faculty and community by fulfilling their information needs.

**1. Institutional Goal which was supported by this goal:**

Enhance educational experiences at all levels by encouraging student and faculty research and other creative work. (University Goal # 8)

Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. (University Goal # 11)

**2. Evaluation Procedure(s):**

*How did you determine if this goal is met?*

Survey questionnaires designed to ascertain library effectiveness were distributed to faculty and students by Library Services.

Relevant data was derived from surveys conducted by various academic disciplines and graduates.

Feedback was obtained from formal and informal meetings with the faculty of each academic department.

Feedback was obtained from formal and informal meetings with the Student Government Association and other student groups.

Comments and suggestions were obtained from “How Do We Rate?” response forms.

Feedback and advice was obtained from the University Library Committee.

Feedback from students and faculty members was obtained during the reference assistance process.

Library resources in selected disciplines are reviewed against recommended lists of core titles and in response to the needs of specific courses and faculty members.

### **3. Actual Results of Evaluation:**

*Explain if the evaluation is not complete*

Roberts-LaForge Library continues to be the most frequently used program or service and have the highest quality rating of any campus service organization according to surveyed graduating students.

Use of Roberts-LaForge Library for 2005-2006 was 168,707. This reveals only a 13% decrease from the previous year despite the fact that only 10 months of statistics were used because of changes in the annual report submission cycle. The high rate of use (more than a quarter of the campus population on a typical day) is notable when considering the growing number of electronic resources and services that the library offers to remote users.

Circulation of items from the general and IRC collections decreased less than one percent to 29,944. Again, despite the fact that only 10 months of statistics were used because of changes in the annual report submission cycle. The circulation of reserve items was adjusted to include electronic reserves and usage was 11,880. Traditional reserve usage remained steady while a significant increase was seen in Electronic Reserve usage.

The use of electronic databases increased by 2.6% to 283,321 searches, revealing high usage as only 10 months of statistics were used because of changes in the annual report submission cycle.

There is an ever increasing demand for electronic resources to be purchased by the library and made accessible both in the library and through the campus data network.

The courtesy and helpfulness of the library staff continues to receive high marks by both faculty and students.

### **4. Use of Evaluation Results:**

*How were the results used to improve programs, operation, or services? Indicate if this led to a new goal for the next year.*

The Library was again able to take advantage of a cooperative subscription agreement between libraries throughout the state of Mississippi that provided access to the EBSCOHost Academic Search Premier database which provides access to more than 4,500 full-text journals.

Ambassador Book Services was used as an alternate primary book vendor in an attempt to maximize a limited library materials budget.

In consultation with the faculty of each department, all standing orders for reference books, indexes, abstracts, annuals and databases were evaluated in regard to their continuing value to the curriculum, faculty research needs and uniqueness in comparison to other library resources within the context of a reduced budget. In addition, a comprehensive journal review was accomplished with the assistance of all academic departments. Faculty were given the opportunity to review current print journal subscriptions relevant to their subject area and make recommendations for additions and cancellations.

Continued subscriptions to full-text library databases have resulted in the DSU community having access to 10,550 journals in electronic form.

In response to needs expressed by faculty and students and with funds from the DSU Foundation, Office of Continuing Education, Career Services and Small Business Development Office, access to the ReferenceUSA database was made available.

The generous financial donations in previous years by Mr. Eugene Dattel continue to make an impact on our holdings. Additional items were ordered with those funds this past year and previously ordered titles were received, cataloged and added to the collection. They are enhancing library resources in the areas of Mississippi and Delta history and culture.

In response to identified needs and with cost savings from the cancellation of standing orders and databases, an acquisitions fund was again created to support the information needs of new faculty members. Each may submit library book and audio visual materials orders totaling up to \$500 during their first academic year of service. This well received program is helping them to be better prepared to give quality instruction and in providing for the information needs of the students in their classes.

The library has continued to use the print and electronic forms of Best Books for Academic Libraries. It has allowed the library collection development team to review and evaluate most subject areas of the Reference Collection and a number of subject areas within the general circulating collection.

Serials Solutions' database Overlap Analysis Service was used on numerous occasions in support of our collection analysis and management work. It assists in comparing full-text holding information when evaluating existing and/or potential electronic databases.

In the past year, numerous new courses, programs of study, degree emphases and several degree programs have been added to Delta State academic offerings. Unfortunately, funds for the acquisition of information resources in support of these programs do not meet the given need.

A comprehensive retrospective authority control project continued with outsourcing support from MARCIVE. Extensive work on the part of the Technical Services and Systems departments resulted in a much cleaner and easy to use database. MARCIVE will provide monthly updates to the authority records on a subscription basis.

During the 2005-2006 year, 2,517 volumes, 102 microform items, and 300 audiovisual materials were added to the collection and 567 items were withdrawn. These low numbers reflect a lack of acquisition funds and a continued emphasis on maintaining our print journal subscriptions.

Library Services personnel from Systems, Technical Services, and Serials continued to devote a significant amount of time and effort to support the GHEC Library. Part-time librarian Shirley Lance was assisted in various operational aspects of the Sirsi system and collection development decisions.

Library 101, "Fundamentals of Information Literacy," was a one credit elective course in the revised General Education Curriculum taught by Reference Librarians and offered a section in both the fall 2005 and spring 2006 semesters.

In the past year, the Reference Librarians prepared new bibliographic and instructional guides and revised numerous existing guides written to facilitate the use of library resources. These are available in print and in electronic form on the library Web site. 2,600 print pathfinders were distributed to the DSU community.

Library Services regularly provides Non-DSU groups tours of the library, as well as instruction on how to conduct research in the library and how to use its informational databases. During the most recent year, 125 students in 6 classes were served.

The Reference Department regularly offers continuing education classes to teachers and librarians of Delta Area Association for the Improvement of Schools on how to search and effectively use MAGNOLIA databases. One or more classes are offered each fall and specialized classes are offered at other times at individual schools.

The Reference Department periodically offers continuing education classes on electronic reference and database searching for employees of Dancing Rabbit Consortium Libraries.

To better serve the needs of some users, the Reference Department continued to offer a Reference by Appointment service. Students and faculty with in depth reference and research needs may make an appointment with one of the reference librarians for a consultation period that is appropriate to their need.

Library Web pages undergo a nearly continuous process of enhancement and revision. More locally compiled information is added, along with links to electronic information sources and databases created by others. These efforts have resulted in high satisfaction and usage scores by both students and faculty in spring 2006 surveys. In addition, a comprehensive Web site migration to Collegis' SBT Web development software was completed before the start of the fall 2005 term.

The Reference Department updated a guide to help educate students about proper research and citation practices and another guide for faculty about how to detect plagiarism in the electronic environment. These guides are available in print and on the Web.

To reduce interlibrary loan requests for journals that the library may have canceled in the past, the Serials and Technical Services Departments have continued to update the OCLC Union List of serials holdings with our most up-to-date information. This should reduce erroneous requests in the future and save time and effort in the years to come.

The Serials Department continued to make progress on a project to compact the journal holdings records in the online catalog, which will make it easier for users to understand.

For National Library Week, April 2 -8, 2006, Library Services hosted a children's story hour and musical performance, assisted in sponsoring a Marcia Wallace program and book signing, offered a genealogy workshop facilitated by Professor Mike Brubaker, and featured Debra Ferguson's "The Vanishing Delta" photographic exhibit.

Roberts-LaForge Library continued to provide strong support and leadership for the multi-type library cooperative in northwest Mississippi known as Dancing Rabbit Library Consortium. It enables DSU students to access other libraries in the region (this is important for some of our distance education students to access resources and computers). The group of public, community college and university libraries offers a reciprocal patron borrowing program, received grant funding to support the creation of online exhibits. The group also cooperates on staff development programs, some of which have been offered by our staff.

Borrowing privileges continued to be extended to school district employees at all Delta Area schools for 2005-2006. Actual usage under this program has been modest, but it is fulfilling a need at some schools.

At the request of the Student Government Association, the library extended its hours until midnight during Finals Week. In addition, an extending hours testing period was utilized during the spring 2006 term. The building statistics did not reveal significant usage from 10 p.m. to midnight.

**B. Goal # 2**

To identify, select, and acquire library materials, regardless of format, in a timely manner.

**1. Institutional Goal which was supported by this goal:**

Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. (University Goal # 11)

Enhance educational experiences at all levels by encouraging student and faculty research and other creative work. (University Goal # 8)

**2. Evaluation Procedure(s):**

Survey questionnaires designed to ascertain library effectiveness were distributed to faculty and students by Library Services.

Relevant data was derived from surveys conducted by various academic disciplines and graduates.

Feedback was obtained from formal and informal meetings with the faculty of each academic department.

Feedback was obtained from formal and informal meetings with the Student Government Association and other student groups.

Comments and suggestions were obtained from “How Do We Rate?” response forms.

Feedback and advice was obtained from the University Library Committee.

Feedback from students and faculty members was obtained during the reference assistance process.

Library resources in selected disciplines are reviewed against recommended lists of core titles and in response to the needs of specific courses and faculty members.

Review of operations and procedures by library personnel.

### **3. Actual Results of Evaluation:**

Faculty members and students consider additional up-to-date books, journals, and audiovisual materials to be their number one library related need. Many of them report that we are not fulfilling all of their needs, but seem to understand that current budget constraints are limiting our acquisitions.

During the 2005-2006 year, 2,517 volumes, 102 microform items, and 300 audiovisual materials were added to the collection and 567 items were withdrawn. These low numbers reflect a lack of acquisition funds and a continued emphasis on maintaining our print journal subscriptions.

Continued subscriptions to full-text library databases have resulted in the DSU community having access to 10,550 journals in electronic form.

### **4. Use of Evaluation Results:**

In consultation with the faculty of each department, all standing orders for reference books, indexes, abstracts, annuals and databases were evaluated in regard to their continuing value to the curriculum, faculty research needs and uniqueness in comparison to other library resources within the context of a reduced budget. In addition, a comprehensive journal review was accomplished with the assistance of all academic departments. Faculty were given the opportunity to review current print journal subscriptions relevant to their subject area and make recommendations for additions and cancellations.

In response to needs expressed by faculty and students and with funds from the DSU Foundation, Office of Continuing Education, Career Services and Small Business Development Office, access to the ReferenceUSA database was made available.

The generous financial donations in previous years by Mr. Eugene Dattel continue to make an impact on our holdings. Additional items were ordered with those funds this past year and previously ordered titles were received, cataloged and added to the collection. They are enhancing library resources in the areas of Mississippi and Delta history and culture.

In response to identified needs and with cost savings from the cancellation of standing orders and databases, an acquisitions fund was again created to support the information needs of new faculty members. Each may submit library book and audio visual materials orders totaling up to \$500 during their first academic year of service. This well received program is helping them to be better prepared to give quality instruction and in providing for the information needs of the students in their classes.

The library has continued to use the print and electronic forms of Best Books for Academic Libraries. It has allowed the library collection development team to review and evaluate most subject areas of the Reference Collection and a number of subject areas within the general circulating collection.

Serials Solutions' database Overlap Analysis Service was used on numerous occasions in support of our collection analysis and management work. It assists in comparing full-text holding information when evaluating existing and/or potential electronic databases.

In the past year, numerous new courses, programs of study, degree emphases and several degree programs have been added to Delta State academic offerings. Unfortunately, funds for the acquisition of information resources in support of these programs do not meet the given need.

Library Web pages undergo a nearly continuous process of enhancement and revision. More locally compiled information is added, along with links to electronic information sources and databases created by others. These efforts have resulted in high satisfaction and usage scores by both students and faculty in spring 2006 surveys. In addition, a comprehensive Web site migration to Collegis' SBT Web development software was completed before the start of the fall 2005 term.

### **C. Goal # 3**

On a continuing basis, evaluate and restructure the library collection, facilities and services.

#### **1. Institutional Goal which was supported by this goal:**

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Enhance educational experiences at all levels by encouraging student and faculty research and other creative work. (University Goal # 8)

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Feedback from students and faculty members was obtained during the reference assistance process.

Library resources in selected disciplines are reviewed against recommended lists of core titles and in response to the needs of specific courses and faculty members.

Review of operations and procedures by library personnel.

Annual staff performance reviews.

### **3. Actual Results of Evaluation:**

Faculty members and students consider additional up-to-date books, journals, and audiovisual materials to be their number one library related need. Many of them report that we are not fulfilling all of their needs, but seem to understand that current budget constraints are limiting our acquisitions.

There is increasing demand for electronic resources to be purchased by the library and made accessible both in the library and through the campus data network. While we continue to make progress in this area, budget considerations have limited our ability to respond to user recommendations.

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Many students and some faculty members do not have a good base of knowledge on how to effectively find the information resources they need. Appropriate search skills and the knowledge to critically assess information sources are often lacking.

#### **4. Use of Evaluation Results:**

The Distance Education Resources Web page was updated to provide additional explanation of available services and refined policies.

The Library was again able to take advantage of a cooperative subscription agreement between libraries throughout the state of Mississippi that provided access to the EBSCOHost Academic Search Premier database which provides access to more than 4,500 full-text journals.

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Library 101, "Fundamentals of Information Literacy," was a one credit elective course in the revised General Education Curriculum taught by Reference Librarians and offered a sections in both the fall 2005 and spring 2006 semesters.

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To better serve the needs of some users, the Reference Department continued to offer a Reference by Appointment service. Students and faculty with in depth reference and research needs may make an appointment with one of the reference librarians for a consultation period that is appropriate to their need.

The Reference Department continued assuming a larger role in the day to day responsibilities of keeping the library's Web pages revised and up-to-date. All content is managed by the department and a substantial portion of the technical aspects are also being taken care of by them.

Library Web pages undergo a nearly continuous process of enhancement and revision. More locally compiled information is added, along with links to electronic information sources and databases created by others. These efforts have resulted in high

satisfaction and usage scores by both students and faculty in spring 2006 surveys. In addition, a comprehensive Web site migration to Collegis' SBT Web development software was completed before the start of the fall 2005 term.

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At the request of the Student Government Association, the library extended its hours until midnight during Finals Week. In addition, an extending hours testing period was utilized during the spring 2006 term. The building statistics did not reveal significant usage from 10 p.m. to midnight.

We continue to have serious problems with windows leaking. Dale and Associates has been notified about the problems and has been unresponsive. Rain water leaks in and an increasing number of windows and approximately 100 have water and condensation between the panes. The continuous leaks have resulted in various degrees of damage around the windows.

## **B. Goal # 4**

To provide and promote opportunities for professional growth for all Library Services staff members, with the end result being improved library services.

### **1. Institutional Goal which was supported by this goal:**

Provide opportunities for the professional and personal development of staff. (University Goal # 13)

### **2. Evaluation Procedure(s):**

Survey questionnaires designed to ascertain library effectiveness were distributed to faculty and students by Library Services.

Relevant data was derived from surveys conducted by various academic disciplines and graduates.

Feedback was obtained from formal and informal meetings with the faculty of each academic department.

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Comments and suggestions were obtained from “How Do We Rate?” response forms.

Feedback and advice was obtained from the University Library Committee.

Feedback from students and faculty members was obtained during the reference assistance process.

Annual staff performance reviews.

### **3. Actual Results of Evaluation:**

Continuing education and training are important factors which enable staff to stay abreast of new trends and to cope with rapid changes in the modern information services field.

### **4. Use of Evaluation Results:**

As has been the practice in the past, Library Services continued its emphasis on staff development and training. Most staff members participated in campus and off-campus workshops, specialized seminars, professional meetings, for credit courses, online courses, and study trips to similar departmental operations at other libraries. Some of these are listed in the Personnel section, but there are far too many to include in this report.

All library staff attended a staff development and team building workshop sponsored by Staff Council on May 25, 2006. A number of staff members participated in study tours of other academic libraries and participated in other workshops, seminars and professional meetings.

Throughout the report period, some staff members participated in campus computer software workshops also offered by the Office of Information Technology.

Many of the staff were supported to attend dozens of workshops, seminars, and professional meetings in Mississippi and elsewhere in the United States.

The knowledge gained from these professional development opportunities helped Library Services staff to more effectively evaluate information resources and to use limited acquisitions funds efficiently.

Library Services personnel from Systems, Technical Services, and Serials continued to devote a significant amount of time and effort to support the GHEC Library. Part-time librarian Shirley Lance was assisted in various operational aspects of the Sirsi system and collection development decisions.

#### **IV. Data and information for department:**

##### A. Statistical Overview:

Bound Volumes	360,286
Electronic Books (Titles)	41,922
Microforms	831,610
Audio Visual Materials	19,302
Serials Subscriptions	1,258
Journals Titles Accessible Through Full-Text Electronic Databases	10,550
Databases	98
Circulation of Materials	29,944
Circulation of Reserve Materials (includes electronic reserves)	11,880
Items Borrowed From Other Libraries	1,271
Items Loaned to Other Libraries	1,400
Electronic Full-Text Journal Articles Used	283,321

Bibliographic Instruction	
Classes	186
Students	3,947
Facilities use	168,707
Age of Collection:	
Percent of holdings 5 years old or fewer	10%
Percent of holdings 15 years old or more	65%
Staffing:	
Librarians	11
Support staff	11.6

2005-2006 saw a period of limited financial resources for library acquisitions because of budgetary considerations. However, University administration again affirmed their support for Library Services by providing additional funds to offset journal inflationary costs and the purchase of a new server for the Integrated Library System. While difficult collection development decisions had to be made, the dedicated efforts of faculty and staff allowed Library Services to be the most frequently used program or service and have the highest quality rating of any campus service organization according to surveyed graduating students.

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and university libraries offers a reciprocal patron borrowing program, received grant funding to support the creation of online exhibits. The group also cooperates on staff development programs, some of which have been offered by our staff.

Borrowing privileges continued to be extended to school district employees at all Delta Area schools for 2004-2005. Actual usage under this program has been modest, but it is fulfilling a need at some schools.

At the request of the Student Government Association, the library extended its hours until midnight during Finals Week. In addition, an extending hours testing period was utilized during the spring 2006 term. The building statistics did not reveal significant usage from 10 p.m. to midnight.

We continue to have serious problems with windows leaking. Dale and Associates has been notified about the problems and has been unresponsive. Rain water leaks in and an increasing number of windows and approximately 100 have water and condensation between the panes. The continuous leaks have resulted in various degrees of damage around the windows.

Student and faculty library surveys were distributed during the spring 2006 term and processed by the Office of Institutional Research. The results will be shared with the University Library Committee and the Library Services Planning and Effectiveness Committee to identify strengths and weakness in services and collections.

As has been the practice in the past, Library Services continued its emphasis on staff development and training. Most staff members participated in campus and off-campus workshops, specialized seminars, professional meetings, for credit courses, online courses, and study trips to similar departmental operations at other libraries. Some of these are listed in the Personnel section, but there are far too many to include in this report.

## **V. Personnel:**

### **Noteworthy activities and accomplishments:**

*Emily Bell* attended the College of Education's Dissertation preparation meeting, attended a Purchasing Training Seminar, served on the Library Courtesy Committee, and assisted with Born to Read programs.

*Diane Coleman* participated in the Office of Information Technology's online training sessions throughout the year relating to Microsoft Office products.

*Becky Lancaster* served on the Special Programs Committee and the Library Committee for Staff Council, served as

President/Treasurer for Library Courtesy Committee, and served as Chair of the Library Emergency Policy Committee.

*Barbara Latham* continued to coordinate the usage and design of Roberts-LaForge Library display cases.

*Michael Mounce* published an article in the March 2005 issue of *LIBRES* entitled “The Effects of ALA Accreditation Standards on Library Education Programs Accredited by the American Library Association,” created two poster presentations for the 2006 Delta State University scholarship symposium, served on various committees for the American Library Association, Association of College and Research Libraries, and the Mississippi Library Association.

*Joi Jones Phillips* participated in accreditation site visits for Social Work and Athletic Training, published the article “Shaking the Trees for Funding to Support School Libraries” in the Spring 2006 issue of *Mississippi Libraries*, Co-presented “Lessons Learned from Planning and Teaching an Information Literacy Course,” at the Georgia Conference on Information Literacy in Statesboro, GA, attended the 2006 Tennessee Library Association/Southeastern Library Association Joint Conference in Memphis, TN, served as Faculty Senate Senator, served as Chair of the Continuing Education Committee and a member of the Information Literacy Committee for the Mississippi Library Association, served as Co-chair of the Continuing Education & Staff Development Committee and as a member of the Nominating Committee and Planning Committee for the Southeastern Library Association.

*Sheila Rayner* attended the Children’s Book Festival at the University of Southern Mississippi (April 2006), assisted with exhibits in the archives (Toys and Cleveland Collects), served as a member of the Year of Cleveland committee, was inducted into Delta Sigma Lambda honor society for nontraditional students, and was recognized for 5 years of service to Delta State University.

*Cynthia Rocconi* attended the MonsterTrak Training Workshop, Voice Mail System Training, Purchasing Training Seminar, and assisted with National Library Week activities and Born to Read programs.

*David Salinero* attended a Census workshop at Mississippi State (June 2005), attended “Making Copyright Work for Your Library”: a teleconference on copyright issues, Co-presented “Lessons Learned from Planning and Teaching an Information Literacy Course” at the 2005 GA Conference on Information Literacy, published with Jill Grogg “May the Bun be With You: An Annotated Bibliography of Librarians and Their Image” in *Southeastern Librarian* (Fall 2005), served as Chair of the Student Publications Committee, and served as Chair of GODORT for the Mississippi Library Association.

*Frances Scarborough* participated in the Office of Information Technology’s online training sessions throughout the year relating to Microsoft Office products.

*Dianne Schattner* served as a mentor for GST 100 (Fall 2005), assisted with Site Builder Toolkit workshops, presented a Jump Drive Workshop for Library Services, attended the Mississippi Sirsi User Group Meeting, served on the Staff Technology Group, attended the Mississippi Banner Users Group Conference, served on the Web Oversight Committee served on Staff Council, Staff Council Incentives and Recognition Committee, Staff Council Newsletter Committee, and served on the Technology Across the Curriculum Group.

*Jeff Slagell* was appointed Director of Library Services, elected Vice President/President-Elect of the Mississippi Library Association, inducted into the Omicron Delta Kappa National Leadership Honor Society, Co-presented “German Film History” at the Millsaps College Faculty Forum (September 2005), presented “Climbing Peaks and Navigating Valleys: Managing Personnel from High Altitude” at the North American Serials Interest Group Annual Conference, Denver, CO (May 2006), presented “Reflections of Public Health in Film” at the University of Arkansas Medical School, College of Public Health, Little Rock, AR (May 2006), served as Co-chair of the Awards and Recognition Committee for the North American Serials Interest Group, and served as a peer reviewer for the Southeastern Librarian.

*Sheryl Stump* was inducted into Delta Sigma Lambda Honor Society, attended the Technical Services Roundtable workshop in April 2006, attended Sirsi Users Group meeting, was a member of the American Library Association, Southeastern Library Association, and the Mississippi Library Association (Technical Services Roundtable, Continuing Education Committee).

*Hongyan Sun* prepared a comprehensive server upgrade plan including server selection, hardware configuration, and cost estimation, served on a variety of committees for the Chinese Library Association (Program Committee, Membership Committee, Web Committee), served on the Web Committee of the Mississippi Library Association, and served on a variety of roundtables for the American Library Association (Library Research, Intellectual Freedom, New Membership).

*Richard Torgerson* received tenure and was promoted to Associate Professor, published 9 abstracts for RILM, attended TSRT workshop on MARC tips and Digital archiving, attended the Music Library Association Annual Meeting (Memphis), was inducted into Delta Sigma Lambda Honor Society, attended Mississippi Sirsi Users Group meeting, served as Chair of Delta State University’s Safety and Environment Committee, and served as Chair of the Director of Libraries Search Committee.

*Jane Waldrup* continued to make additions and updates to the Circulation Department’s policies and procedures and was recognized for 25 years of service to Delta State University.

*Paula Webb* attended the E-Journals Workshop at Mississippi State University, attended the 2006 WebCT Winter Technology Institute, attended CIS 335 and CIS 210, was a member of NASIG, Southeastern Library Association, Mississippi Library Association, University of Alabama Library Alumni Association, and received the Bryce Griffis Presidential Endowment Fund.

**New position(s) requested, with justification:**

N/A

**Recommended change of status**

*(such as promotion/tenure/change in responsibilities):*

N/A

**VI. Degree Program Addition/Deletions and/or Major Curriculum Changes:  
Changes made in the past year**

N/A

**Recommended changes for the coming year(s)**

N/A

**VII. Division/Department Goals for Coming Year**

This is a statement of goals for the **coming year**. These are operational goals for the unit that are NOT tied directly to student learning outcomes.

**A. Goal # 1**

To serve the Delta State University students, faculty and community by fulfilling their information needs.

**1. Institutional Goal(s) supported by this goal:**

*Listed in the Strategic Plan or in the Quality Enhancement Plan. Please note if the unit goal is in support of a Strategic Plan goal (e.g., SP#2) or a Quality Enhancement Plan goal (e.g., QEP#1).*

Enhance educational experiences at all levels by encouraging student and faculty research and other creative work. (University Goal # 8)

Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. (University Goal # 11)

**2. Expected Results:**

*What happens if the goal is met?*

Both formal and informal user satisfaction will be evident regarding library resources and services.

**3. Evaluation Procedure(s):**

*How will you determine if this goal is met?*

Feedback will be obtained through faculty and student surveys, comment forms, University Library Committee, and through other formal and informal means.

**4. Use of Evaluation Results:**

*How will the results be used to improve programs, operation, or services?*

Information will be used to gauge the effectiveness of resources, programs, and services. Policies, procedures, acquisition methods, and services will be modified if necessary.

**B. Goal # 2**

To identify, select, and acquire library materials, regardless of format, in a timely manner.

**1. Institutional Goal(s) supported by this goal:**

Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. (University Goal # 11)

Enhance educational experiences at all levels by encouraging student and faculty research and other creative work. (University Goal # 8)

## **2. Expected Results:**

User satisfaction will be evident regarding the acquisition and availability of library resources.

## **3. Evaluation Procedure(s):**

Feedback will be obtained through faculty and student surveys, comment forms, University Library Committee, and through other formal and informal means.

## **4. Use of Evaluation Results:**

Information will be used to gauge the effectiveness of resource acquisition and related processing. Policies, procedures, acquisition methods, and services will be modified if necessary.

### **C. Goal # 3**

On a continuing basis, evaluate and restructure the library collection, facilities and services.

#### **1. Institutional Goal(s) supported by this goal:**

Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. (University Goal # 11)

Enhance educational experiences at all levels by encouraging student and faculty research and other creative work. (University Goal # 8)

#### **2. Expected Results:**

User satisfaction will be evident regarding the library collection, facilities and services.

#### **3. Evaluation Procedure(s):**

Feedback will be obtained through faculty and student surveys, comment forms, University Library Committee, and through other formal and informal means.

**4. Use of Evaluation Results:**

Information will be used to gauge the effectiveness of resources, programs, and services. Policies, procedures, acquisition methods, and services will be modified if necessary.

**D. Goal # 4**

To provide and promote opportunities for professional growth for all Library Services staff members, with the end result being improved library services.

**1. Institutional Goal(s) supported by this goal:**

Provide opportunities for the professional and personal development of staff. (University Goal # 13)

**2. Expected Results:**

Library Staff Annual Activity Reports and formal and informal reviews will reveal significant levels of professional development. User satisfaction will be evident regarding the library collection, facilities and services.

**3. Evaluation Procedure(s):**

Feedback will be obtained through staff Annual Activity Reports, formal and informal reviews, faculty and student surveys, comment forms, University Library Committee, and through other formal and informal means.

**4. Use of Evaluation Results:**

Information will be used to gauge the effectiveness of professional development support and user satisfaction with resources, programs, and services. Policies, procedures, and services will be modified if necessary.