



**AUM Library  
Annual Report  
June 1, 2012 – May 31, 2013**

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**AUM Library  
Annual Report  
June 1, 2012 – May 31, 2013  
Submitted by Barbara Hightower, Dean**

**Executive Summary**

This year has been one of considerable change for the Library. We completed removal of all Library materials from the sixth floor and microforms from the second floor storage area in June. These materials are now housed in off-site storage in Halcyon. Bound periodicals were weeded and the remaining volumes moved to the second floor storage area and the Reference collection shelving. This project was undertaken to make way for the Warhawk Academic Success Center. Library Dean Lucy Farrow retired at the end of April, and Barbara Hightower became Dean for a two-year term effective May 1<sup>st</sup>.

A decrease in key statistics is likely due to lower student enrollment and/or the loss of a significant number of print periodicals and circulating books and the additional time to request and get items from off-site storage. The number of items circulated dropped by 22%. The number of items loaned to other libraries through Interlibrary Loan decreased by 15.2%. Transactions at the Reference Desk decreased by 27%, and government documents/legal reference decreased by 41.7%. The Library Instruction program saw a decrease of 9.85% in the number of sessions taught and 11.97% in the number of students attending those sessions over the previous year.

The addition of Amanda Scott as cataloging librarian helped with the workload in Technical Services. A great deal of work fell on faculty and staff in this area with the withdrawal of materials removed from the circulating collection and periodicals. They withdrew 37,959 volumes, which surpassed the previous year's total of 29,940 volumes. In a typical year, withdrawal numbers would be dramatically lower; for example, over the course of the academic year 2010-2011, 900 volumes were withdrawn. In addition to withdrawing nearly 38,000 volumes, thousands of other items were moved from one library location to another, and each of those changes required editing of records in the Library's Voyager system.

Facing a potential 20% cut in the Library's O&M budget and an anticipated increase in subscription costs, we began working with faculty to identify database and periodical subscriptions to be cancelled. The loss of a significant number of print items coupled with these cancellations is likely to affect the Library's ability to support the curriculum.

Following the addition of space in 2011-2012, Archives/Special Collections staff was able to process records from the offices of the Chancellor and Provost and add Education Certification documents. These and other additions to the collection have used up most of the space gained the previous year. To house additional manuscript collections, books, and University records that are stored in unfavorable conditions in the Facilities surplus building, Archives/Special

Collections again requires expansion of its existing space. With the assistance of a student worker, a project to digitize athletic photos was begun in conjunction with the Athletic Department. Samantha McNeilly worked to increase awareness of the University's Records Management program.

### **Challenges**

The Library continues to face a number of serious staffing challenges. Currently seven library faculty (including the Dean), 12 full-time staff, four part-time staff, and student workers carry on the operations of the Library which is open over 80 hours/week. The full-time Interlibrary Loan staff position is currently filled with a part-time staff. The Government Documents Librarian and Head of Public Services faculty positions are vacant and do not appear as vacant positions in the Library's budget. The Dean continues to be the Library Instruction Coordinator. The Dean is the direct supervisor for five library faculty and seven of the full-time staff (63% of the Library's full-time employees).

Funding will be a critical challenge for the upcoming year should the 20% cut in the O&M budget become reality. The loss of space requires greater reliance on electronic books and periodicals either accessible in databases or as single subscriptions. With the anticipated rate of inflation at 10% and the often higher cost for electronic books over print, the budget cut could seriously impact the Library's support of the curriculum.

### **Goals for 2013-2014**

- Complete the Library's new website.
- Begin an inventory of the collections – This will improve the accuracy of the Library's online catalog and decrease the number of records in the catalog, which in turn will reduce the cost we pay the Auburn Library for hosting the catalog.
- Increase awareness of the Library's resources.
- Investigate better use of existing space.
- Investigate further digitization of archival collections.
- Revive the AUM Friends of the Library organization.

## **Access Services Annual Report 2012-2013 Circulation/Reserves**

Submitted by Karen Williams

The Access Services unit supports the mission of the AUM Library by providing access to the physical information resources that support the curriculum and research needs of AUM's faculty, students, and staff. The unit also assists in supplying the informational needs of the general public. The Access Services unit is located on the first floor and offers the first opportunity for patrons to ask questions concerning the Library, the building and the campus. This unit is responsible for checking out circulating materials, including reserve materials and books borrowed via interlibrary loan and universal borrowing. The unit is also responsible for the maintenance of the circulating collection, including shelving new books, re-shelving, shelf-reading, and stacks maintenance. The Access Services unit has one faculty librarian position, three full-time staff positions and two part-time staff positions. The librarian position was staffed by Karen Williams. The full-time staff positions were staffed by Tom Russell, Tone Lewis and Tabitha Singleton.

Between June 1, 2012 and May 31, 2013 a total of 10,049 materials were circulated. This is a 22% decrease from the previous year, when 12,823 materials were circulated. (See Appendix A) The literature, history, social sciences and medicine/nursing areas of the collection had the most use. (See Appendix B) The total use of traditional reserves items, including newspapers was 1602. There were 303 items placed on traditional reserve. The number of electronic reserve items is not currently available, as the software is being upgraded. There were 19 SGA textbook items that had a total circulation count of 567 checkouts. (See Appendix C and D)

The circulation of materials increased in the following user groups: AUM Alumni, Auburn undergraduates, Auburn faculty, and Auburn graduate students. All other user groups remained the same or saw a decrease in circulation. (See Appendix B).

### **Goals Completed for the 2012-2013 year:**

1. With the exception of the fines and fees notices, all notices are sent via email.
2. A workflow to check for cleared accounts for patrons who have paid library fines through the Cashier's Office has been established, although it still needs refinement.

### **Goals not accomplished for the 2012-2013 year:**

1. Due to staff shortages, an on-campus delivery service for library items is not feasible at this time.

2. Investigate feasibility of automatically sending delinquent accounts to the Cashier's Office via Banner. (Assessment: process and needed steps determined, interested parties contacted). This has not been thoroughly investigated.

**Goals for the 2013-2014 year:**

1. Continue towards the completion of the goals currently in progress and the goals not accomplished.
2. Investigate the feasibility of conducting an inventory using shareware that integrates with Voyager.

**APPENDIX A**

**CIRCULATION DEPARTMENT STATISTICS FOR 2012-13**

(excludes ILL charges and universal borrowing charges)

<b>Patron Group</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>%Change</b>
AUM Alumni	190	222	+ 14%
AUM Spouse	0	0	0
Business/State Agencies	0	0	0
Community Users	739	565	- 24%
Consortia	339	250	-26%
Continuing Ed. Students	4	0	-400%
FAC (Auburn)	0	1	100%
GRAD (Auburn)	0	4	400%
MFAC (AUM)	2,144	1791	-16%
MGRAD (AUM)	1,584	1437	-9%
MSTAF (AUM)	869	631	-27%
MUND (AUM)	6,818	5110	-25%
STAFF (Auburn)	20	22	+ 9%
UND (Auburn)	16	3	-81%
Visiting Scholars	100	13	-87%
<b>Total</b>	<b>12,823</b>	<b>10,049</b>	<b>-22%</b>

## APPENDIX B

### Circulation Transactions by Library of Congress Classification

Class	Charge Transactions	Class	Charge Transactions
AC	3	DA	108
AM	3	DAW	1
AZ	4	DB	1
B	55	DC	81
BD	5	DD	21
BF	210	DE	1
BH	2	DF	15
BJ	24	DG	89
BL	73	DJK	1
BM	5	DK	40
BP	11	DL	5
BR	80	DP	13
BS	23	DR	8
BT	21	DS	237
BV	11	DT	37
BX	23	DU	4
CB	7	E	466
CC	9	F	172
CR	1	G	14
CS	3	GE	8
CT	5	GF	5
D	208	GN	21

<b>Class</b>	<b>Charge Transactions</b>	<b>Class</b>	<b>Charge Transactions</b>
GR	13	JQ	5
GT	23	JS	9
GV	145	JV	26
H	25	JX	8
HA	12	JZ	7
HB	21	K	1
HC	39	KD	9
HD	77	KF	122
HE	4	KFA	1
HF	87	KFM	2
HG	21	KJV	4
HJ	19	LA	19
HM	63	LB	429
HN	18	LC	73
HQ	138	LD	8
HS	6	M	10
HT	33	ML	130
HV	281	MT	5
HX	11	N	106
JA	10	NA	15
JC	37	NB	15
JF	79	NC	13
JK	89	ND	78
JL	8	NE	1
JN	5		



<b>Class</b>	<b>Charge Transactions</b>	<b>Class</b>	<b>Charge Transactions</b>
NK	3	QK	13
NX	11	QL	32
P	53	QM	10
PA	104	QP	70
PB	1	QR	32
PC	12	R	39
PE	48	RA	42
PF	32	RB	23
PG	21	RC	168
PJ	1	RD	8
PK	1	RF	2
PL	17	RG	26
PN	600	RJ	26
PQ	203	RM	83
PR	1,013	RS	1
PS	942	RT	233
PT	35	RZ	3
Q	19	S	7
QA	249	SB	9
QB	12	SD	1
QC	43	SF	3
QD	76	SK	2
QE	2	T	2
QH	46	TA	5

<b>Class</b>	<b>Charge Transactions</b>
--------------	----------------------------

TD	1
TF	1
TJ	4
TK	12
TL	11
TP	8
TR	29
TT	10
TX	10
U	15
UA	21
UB	4
UE	1
UF	4
UG	1
UH	2
V	1
VA	3
VM	2
W	8
Y	1
Z	87
ZA	7
Total:	9,121

## Appendix C Miscellaneous Statistics

	2011-2012	2012-2013	%Change
ALL print reserve charges (includes newspapers)	1478	1,602	+ 9%
Guest cards purchased	46	27	- 42%
K-12 Students	391	195	- 51%
Monies Collected	\$53894.76	\$4550.84	- 23%

## Appendix D Reserve Statistics-Print

Semester	# of Reserve items	Checkouts
Summer 2012	47	31
Fall 2012	125	298
Spring 2013	131	544
<b>Total</b>	303	873

**NOTE:** These numbers do not match reserve circulation numbers as reported in Appendix C because they do not include newspapers and are for a slightly different time period.

### Electronic Reserves

Semester	Database link	Posted Article	Open Web	Total
Summer 2012	0	0	0	0
Fall 2012	0	0	0	0
Spring 2013	2	2	0	4
<b>Total*</b>	2	2	0	4

\* The cost to get copyright permissions to post items electronically is prohibitive in most cases.

### SGA Textbooks

Number of items	Checkouts
19	567

## Appendix E MONEY RECEIVED AT CIRCULATION

<b>Category</b>	<b>Amount</b>
Book and Material Replacement	\$491.82
Fines	\$2,631.75
Guest Card Purchased	\$675.00
ILL Charges	\$752.27
<b>Total</b>	<b>\$4,550.84</b>

# Archives & Special Collections Annual Report 2012-2013

Submitted by Samantha McNeilley

## **Introduction:**

The Archives & Special Collections unit serves the University community in the preservation and administration of institutional records and manuscript collections. The unit's primary responsibility is to document the history of the University and to facilitate access of source material for administrators, faculty, students, and alumni.

The unit is located in room 802 of the Library Tower. The hours of operation are Monday-Friday from 8:00am until 5:00pm. Hours of operation may vary due to staff scheduling for desk shifts and other duties. The unit consists of one librarian and one full-time senior library associate.

## **Collection Size and Growth:**

Special Collections holds just over 6,000 items which have been cataloged in Voyager. During the past year, Special Collections added 18 new titles. The University Archives & Manuscripts section currently holds approximately 750 cubic feet of records. The following materials represent the most substantial accessions over the past year:

- 2 cubic feet of materials from the Capri Theater
- 11 boxes from the Education Certification Department

## **Physical Environment and Conditions:**

The department moved to a larger area on the 8<sup>th</sup> floor in 2010-11. In the process, we did gain approximately 500 sq. ft. of floor space where we have been able to add shelving to accommodate our backlog of unprocessed materials which previously had been stacked on the floor or stored in study carrels on another floor. The added space allowed us to process some collections that were unable to be processed in our previous location due to space constraints, such as the records of the offices of the Chancellor and the Provost. However, after placing these materials on shelves and having received new acquisitions from various campus units, we are almost at maximum capacity once again. The staff continues to strive for the most desirable environmental conditions in the unit through the following methods: running our dehumidifiers when necessary.

## **Records Management Activities:**

The Archives & Special Collections Librarian no longer serves as the University Liaison to the State Records Commission concerning matters of records management. Senior library associate Samantha McNeilley now holds that position. We also assist faculty and staff across campus with bulk shredding needs by coordinating service through the University's shredding vendor, Cintas.

The records disposition statistics for the past year are as follows:

- Total number of Records Disposition forms approved: 9
- Volume of records approved for destruction: 239 cu. ft.

Please see **Table D** for further information on records management activities for the past year.

**Projects and Accomplishments:**

- A student worker assists in processing collections.
- Processing: the following collections were processed to some degree during the past year:
  - Chancellor's Files: 15 cu. ft.
  - Education Certification documents: 11 cu. ft.
- A digitization project to scan all of the athletic photos held in the Archives in conjunction with the Athletic Dept. was undertaken. There are approximately 500-600 photos currently in the collection.

**Usage Statistics:**

The number of walk-in visitors to Archives & Special Collections during 2011-12 was 41. This figure is up from 2010-11 during which there were 25 visitors. Our largest patron group continues to be undergraduate students, followed by AUM faculty, and members of the public, who use our facilities at nearly an equal ratio. A detailed report of statistics in the aforementioned areas can be found at the end of this report.

**Goals for 2012-13**

- Finish front area of Archives & Special Collections—hang pictures, repaint, possible room divider – in progress
- Work with Advancement to procure a collection – in progress
- Create working inventory of archival holdings – in progress
- Create digital database of photos – begun with the athlete and faculty photos
- Increase awareness of Records Management program – in progress
- Increase awareness of Archives & Special Collections holdings – in progress
- Work with the Technical Services unit to build our digital library holdings by adding digitized materials using CONTENTdm – on hold until more items have been digitized
- Consolidate the holdings of the Archives (i.e., shred University records that no longer need to be held) and shift boxes to determine how much free space remains – in progress

**Table A**

**Archives & Special Collections Usage Statistics**

<b>Walk-in Visits by Patron Type</b>							
<b>Status</b>	<b>Faculty</b>	<b>Staff</b>	<b>Under- graduat</b>	<b>Graduate Students</b>	<b>Public</b>	<b>Visiting Scholars</b>	<b>Total</b>
<b>2012</b>							
June	0	0	0	0	0	0	0
July	0	0	0	1	1	1	3
August	0	0	1	0	1		2
September	0	0	12	0	0	0	12
October	0	0	12	0	0	0	12
November	1	1	1	0	0	1	4
December	0	1	0	0	0	0	1
	1	2	26	1	2	2	34
<b>2013</b>							
January	0	1	0	0	0	0	1
February	0	0	3	0	0	0	3
March	0	1	1	0	1	0	3
April	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0
	0	2	4	0	1	0	7
	1	4	30	1	3	2	41
<b>Totals by Patron Type</b>							41

**Table B**

**Walk-in Visits by Collection Type/Service**

<b>Walk-in Visits by Collection Type/Service</b>					
	<b>Special Collecti ons</b>	<b>Archive s</b>	<b>Geneal ogy / Local</b>	<b>Records Managem ent</b>	
<b>2012</b>					
June	0	0	0	0	0
July	2	1	0	0	3
August	0	2	0	0	2
September	0	12	0	0	12
October	0	12	0	0	12
November	1	2	1		4
December	0	1	0	0	1
	3	30	1	0	34
<b>2013</b>					
January	0	1	0	0	1
February	2	1	0	0	3
March	0	2	0	1	3
April	0	0	0	0	0
May	0	0	0	0	0
	2	4	0	1	7
<b>Totals by Collection Type</b>	5	34	1	1	41
<b>Total Walk-in Visits</b>					41



**Table C**

**Walk-in Use by Patron & Collection Type**

<b>Walk-in Use by Patron &amp; Collection Type</b>							
<b>Status</b>	<b>Faculty</b>	<b>Staff</b>	<b>Under- graduat es</b>	<b>Graduate Students</b>	<b>Public</b>	<b>Visiting Scholars</b>	<b>Total</b>
Special Collections	1	0	2	0	0	0	3
Archives	0	3	28	1	2	1	35
Genealogy/Local History	0	0	0	0	1	1	2
Other		1	0	0		0	1
<b>Total</b>	1	4	30	1	3	2	41
					<b>Total Collections</b>		

**Table D**

**Records Management Activities**

<b>Records Management Activities</b>		
	Dispositi on Request s	Vol.of Records Approve d (cu. ft.)
<b>2012</b>		
June	0	0.00
July	0	0.00
August	4	93.00
September	2	85.00
October	1	13.00
November	0	0.00
December	0	0.00
	7	191.00
<b>2013</b>		
January	0	0.00
February	0	0.00
March	0	0.00
April	0	0.00
May	2	48.00
	2	48.00
Requests Approved		
	9	239.00
Total Vol. of Records Approved for Destruction		

**Government Information Services  
Statistics for June 2012 – May 2013**

**Table 1:** Documents Reference Transactions

<b>Year</b>	<b>Documents</b>	<b>Legal</b>	<b>Telephone</b>	<b>Total</b>
2012/2013	264	15	n/a	279

**Table 2:** In-House Documents and Legal Usage

<b>Year</b>	<b>Paper</b>	<b>Fiche</b>	<b>Legal</b>	<b>Total</b>
2012/2013	98	4	102	204

**Table 3:** Documents Received by Type

<b>Year</b>	<b>Paper</b>	<b>Fiche</b>	<b>Electronic</b>	<b>Total</b>
2012/2013	3860	2925	129	6914

**Table 4:** Items Discarded by Type

<b>Year</b>	<b>Paper</b>	<b>Fiche</b>	<b>Maps</b>	<b>Total</b>
2012/2013	1705	13	308	2026

## **Interlibrary Loan Annual Report 2012-2013**

Submitted by Karen Williams

The Interlibrary Loan Department supports the mission of the AUM Library by locating and borrowing materials to meet the information needs of students, faculty, and staff. The Library also lends its resources to libraries across the nation and around the world to support global education.

In 2012-2013, the ILL unit was staffed by Karen Williams, Michelle Scott (from June to October) and one 20-hr student assistant (from June to Dec). After the student assistant graduated in December, she was transferred to part-time and her hours were increased to 30-hrs.

This past year, interlibrary loan borrowing requests decreased, with 1,357 transactions this year compared to 1,538 transactions in 2011-2012, a decrease of 11.8%. Lending transactions decreased from 1,564 items lent in 2011-2012 to 1,326 items lent in 2012-2013, a decrease of 15.2%. (See Appendix 1)

The Library provided 270 copies of articles to NAAL libraries last year and loaned 505 books, for a total of 775 lending transactions, a 17.9% decrease from the previous year. Borrowing decreased with 467 original items and 229 copies from NAAL members totaling 696 borrowing transactions, a decrease of 2%. AUM borrowed 51.2% of requested materials from NAAL members during 2012-2013, an increase of 5%. Materials loaned to NAAL members decreased by 11.9%, with 58.4% of material being loaned to NAAL members. (see Appendix 2 and Appendix 3)

Unfilled lending transactions (the AUM Library could not supply materials to another library) increased by 6%. (see Appendix 4a)

252 borrowing requests were filled "in house," with the majority available through AUM Library's holdings or full-text databases. In addition, 103 borrowing requests were not filled. (See Appendix 4b and Appendix 4c)

The average turn-around time to fill lending requests for loans remained around one day and the turn-around time for copies was under one day. The average turn-around time for borrowing requests was 6.45 days for copies and 8.52 days for loans.

The top five departments with the highest number of interlibrary loan requests (both filled and unfilled) for the past year were: English – 452; History – 428; Biology - 83; Management - 75; and the Library - 51. (see Appendix 5)

### **Universal Borrowing/ALLIES**

In the past year, AUM filled 96 requests through UB and charged out approximately 234 items to “walk-in” UB patrons. In addition, AUM patrons requested 259 items via UB and checked out 681 items. There were approximately 32 requests that were unfilled, which means that there were 357 items that AUM patrons checked out at another UB library. (see Appendix 6)

### **Off-site Storage**

2012-2013 marked the first full year of retrieval of items from the off-site storage facility, a task that was assigned to the Interlibrary Loan unit. Between June 1, 2012 and May 31, 2013, 39 books, 4 articles and 376 reels of microfilm were retrieved from off-site storage for AUM library patrons. In addition, four article lending requests and 34 lending loan requests were filled with items from off-site storage. (These lending statistics are included with the total number of filled interlibrary loan lending requests.)

### **Goals completed for 2012-2013**

1. ILLIAD has been upgraded to version 8.3

### **On-going goals**

1. Evaluating and making needed changes to the ILLIAD software is an ongoing project.

### **Goals for 2013-2014**

1. Upgrade ILLIAD to version 8.4.

**Appendix 1:**  
**ILL STATISTICS**  
**FOR JUNE 2012 TO MAY 2013**

****	LENDING		BORROWING	
****	BOOKS	COPIES	BOOKS	COPIES
June	53	38	109	34
July	50	26	82	21
Aug.	84	19	49	39
Sept.	78	71	73	48
Oct.	111	64	98	42
Nov.	72	36	58	50
Dec.	22	14	34	29
Jan.	76	35	97	29
Feb.	78	51	101	45
March	100	42	58	29
April	66	58	63	40
May	53	29	73	56
<b>TOTAL</b>	<b>843</b>	<b>483</b>	<b>895</b>	<b>462</b>

**TOTAL INTERLIBRARY LOAN (all): 2,683**

**Appendix 2**  
**ILL NAAL STATISTICS**  
**FOR JUNE 2012 TO MAY 2013**

****	LENDING		BORROWING	
****	BOOKS	COPIES	BOOKS	COPIES
June	28	27	49	11
July	30	9	41	10
Aug.	55	11	18	21
Sept.	45	46	45	30
Oct.	75	38	54	16
Nov.	45	19	38	26
Dec.	11	6	14	15
Jan.	41	20	50	21
Feb.	55	28	63	17
March	54	21	27	12
April	37	29	32	19
May	29	16	36	31
TOTAL	505	270	467	229

**TOTAL NAAL INTERLIBRARY LOAN: 1,471**

**Appendix 3:  
Percentages of ILL transactions filled through NAAL libraries  
6/1/12-5/31/13**

Lending: Total originals loaned, all libraries	843
Total originals loaned, NAAL libraries	505
Percentage NAAL originals loaned	59.9%
Total copies loaned, all libraries	483
Total copies loaned, NAAL libraries	270
Percentage NAAL copies loaned	55.9%
Percentage NAAL transactions of all loans	58.4%
Borrowing: Total originals borrowed, all libraries	895
Total originals borrowed, NAAL libraries	467
Percentage NAAL originals borrowed	52.2%
Total copies borrowed, all libraries	462
Total copies borrowed, NAAL libraries	229
Percentage NAAL copies borrowed	51.3%
Percentage NAAL transactions of all borrowed items	51.2%
Total percentage of ILL transactions made through NAAL libraries	54.8%



**Appendix 4A**  
**Statistics for unfilled or canceled transactions (lending), 6/1/12-5/31/13**

Unfilled Lending Transactions- Reason for Cancellation

Non-circulating	152
Holdings end before requested volume	339
Checked Out	79
Lack volume/issue	97
Holdings begin after requested volume	68
Other/undetermined	13
Not on Shelf	118
Title not owned	18
Exceeds max cost	4
Issue not yet received	1
At bindery	4
Lost	8
Not as cited	17
On Order	2
Cancelled during creation	3
Not available-on hold	1
Not available-ERIC Document	1
Duplicate request	2
Policy Problem International Borrower	4
Aged to Next Lender	2
Poor Condition	1
Unable to copy	2
Policy Problem Borrower Blocked	2
Item Temporarily Unavailable	10
Borrower Cancelled Request	2
Borrower Refused Conditions	3
Cancelled in Error	17
Cannot supply via requested Delivery Method	2

Total Lending Unfilled                      981

**Appendix 4B**  
**Reasons for Refusal of request by ILL unit**

AUM holds material requested- circulating book	19
AUM holds material requested- print periodical	4
AUM hold material-microforms	4
Filled from Full-text database	4
Filled from Full-text database using DocDel Module	78
Filled using internet site	17
Filled from internet site using Doc Del Module	78
Filled from print/micro periodicals using Doc Del Module	23
Filled from circulating collection using Doc Del	24
Filled from Gov Docs collection using Doc Del	1
Bad Citation	9
Time limit	6
Not available on OCLC	23
Policy Problem (Textbook)	5
Cancelled by Patron	12
Exceeds given Max Cost	10
Policy Problem (not currently enrolled)	12
Item is non-circulating	3
Too new for interlibrary loan	14
Item is in a foreign language	4
Copyright restrictions	5
Total filled In house	252
Total returned to patron unfilled	103

**Appendix 4C**  
**Requests Filled from AUM Databases by Database**

Academic Search Premier	13
CINAHL	3
Expanded Academic	3
J-Stor	37
Lexis Nexus	1
Omnifile	1
Oxford Journals	3
Project Muse	3
ProQuest Newspapers	1
ProQuest Nursing	1
ProQuest Research Library	4
Sage Publications	1
Science Direct	9
Sports Discus	2
Total filled from AUM databases	82

**Appendix 5: Borrowing Requests by Department and User Status\***

<b>Department</b>	<b>Faculty</b>	<b>Graduate</b>	<b>Staff</b>	<b>Undergraduate</b>	<b>Total</b>
Accounting	6	0	0	15	21
Biology	22	1	47	13	83
Business	0	0	0	1	1
Communication	32	0	0	5	37
Counseling and Leadership	1	0	0	0	1
Early Childhood Education	0	1	0	0	1
Economics	1	0	0	0	1
Education	0	7	0	2	9
English	323	109	0	20	452
Fine Arts	54	14	41	2	111
Foundations	2	29	0	0	31
History	381	20	0	27	428
Information Systems	1	1	1	1	4
International Studies	6	0	0	0	6
Justice and Public Safety	3	0	0	11	14
Library	37	0	14	0	51
Management	75	0	0	0	75
Marketing	11	0	0	0	11
Math	25	0	0	1	26
Medical Technology	8	0	0	0	8
Nursing	13	0	0	33	46
Other-Unlisted	0	1	3	1	5
Physical Sciences	33	0	0	2	35
Poli Sci/ Public Admin	7	29	0	6	42
Psychology	28	6	0	8	42
Sociology	23	0	0	1	24
Sponsored Programs	0	0	5	0	5
<b>TOTAL</b>	<b>1,092</b>	<b>221</b>	<b>113</b>	<b>149</b>	<b>1,575</b>

\*Total includes items that were unfilled or filled “inhouse”

**Appendix 6  
UB/ALLIES**

**Lending Requests Filled/Unfilled 6/1/2012-5/31/2013**

<b>Status</b>	<b>Requests</b>
Filled	96
Unfilled: In Process	1
Unfilled: On Reserve	1
Unfilled: Not found	11
Cancelled	1
<b>Total</b>	<b>110</b>

**Lending Statistics by Patrons' Home Library 6/1/2012-5/31/2013**

<b>Library</b>	<b>Check outs</b>	<b>Requests</b>
Alabama	61	33
Auburn	254	65
Jacksonville State	9	12
UAB	6	0
<b>Total</b>	<b>330</b>	<b>110</b>

**Borrowing Statistics by Holding Library 6/1/2012-5/31/2013**

<b>Library</b>	<b>Checkouts</b>	<b>Requests</b>	<b>Walk-in Checkouts (est)</b>	<b>Unfilled Requests (est)</b>
Auburn	510	213	297	0
Alabama	80	108	No data	28
UAB	58	62	No data	4
Jacksonville State	33	33	0	0
<b>Total</b>	<b>681</b>	<b>259</b>	<b>297</b>	<b>32</b>

## Library Instruction Annual Report 2012- 2013

Submitted by Barbara Hightower

The Library Instruction program supports the mission of the Library to facilitate lifelong learning within the AUM community by teaching the information literacy skills necessary to effectively locate, evaluate, and use information.

The Library Instruction program saw a decrease of 9.85% in the number of sessions taught and 11.97% in the number of students attending those sessions over the previous year (see tables below). This decrease is consistent with the drop in enrollment.

### Library Instruction Sessions

**2012-2013 Compared with 2007-2008, 2008-2009, 2009-2010, 2010-2011 & 2011-2012**

<b>Month</b>	<b>Instruction Sessions 2007-2008</b>	<b>Instruction Sessions 2008-2009</b>	<b>Instruction Sessions 2009-2010</b>	<b>Instruction Sessions 2010-2011</b>	<b>Instruction Sessions 2011-2012</b>	<b>Instruction Sessions 2012-2013</b>
June	12	13	18	15	9	10
July	6	5	3	3	4	4
August	21	6	8	8	7	10
September	12	37	45	27	21	14
October	23	17	19	19	36	26
November	13	14	3	26	14	12
December	1	0	0	0	0	0
January	16	24	19	12	13	5
February	13	15	15	19	9	23
March	11	10	15	13	15	8
April	15	6	8	14	4	7
May	0	0	3	0	0	0
<b>Totals</b>	<b>143</b>	<b>147</b>	<b>156</b>	<b>156</b>	<b>132</b>	<b>119</b>

**Number of Students Attending Library Instruction Sessions**

**2012-2013 Compared with 2007-2008, 2008-2009, 2009-2010, 2010-2011 & 2011-2012**

<b>Month</b>	<b>Students 2007- 2008</b>	<b>Students 2008- 2009</b>	<b>Students 2009-2010</b>	<b>Students 2010- 2011</b>	<b>Students 2011-2012</b>	<b>Students 2012-2013</b>
June	195	191	234	197	139	131
July	74	56	32	27	46	52
August	418	148	144	136	143	197
September	173	703	843	519	377	232
October	399	302	353	285	513	402
November	235	245	61	413	197	180
December	13	0	0	0	0	0
January	358	496	367	241	270	58
February	181	239	362	303	157	389
March	180	155	264	201	214	125
April	252	89	132	193	75	110
May	0	0	56	0	0	0
<b>Totals</b>	<b>2478</b>	<b>2624</b>	<b>2848</b>	<b>2515</b>	<b>2131</b>	<b>1876</b>

We saw a 1.49% decrease in the number of sessions done for English Composition courses (see tables below) over the year. This again is consistent with the drop in enrollment. The English composition courses accounted for 55.5% of the sessions taught.

**Library Instruction Sessions for English Composition Courses**

**2012-2013 Compared with 2007-2008, 2008-2009, 2009-2010, 2010-2011 & 2011-2012**

<b>Month</b>	<b>ENGL1010 2007-2008</b>	<b>ENGL1010 2008-2009</b>	<b>ENGL1010 2009-2010</b>	<b>ENGL1010 2010-2011</b>	<b>ENGL1010 2011-2012</b>	<b>ENGL1010 2012-2013</b>
June	1	2	4	2	1	1
July	3	2	2	1	0	0
August	0	0	0	0	0	0
September	2	4	11	6	3	1
October	7	10	12	11	16	14
November	9	9	2	13	10	9
December	0	0	0	0	0	0
January	0	0	0	0	1	0
February	1	3	3	0	0	2
March	1	3	3	4	4	2
April	9	3	2	8	3	4
May	0	0	0	0	0	0
<b>Totals</b>	<b>33</b>	<b>36</b>	<b>39</b>	<b>45</b>	<b>38</b>	<b>33</b>



<b>Month</b>	<b>ENGL1020 2007-2008</b>	<b>ENGL1020 2008-2009</b>	<b>ENGL1020 2009-2010</b>	<b>ENGL1020 2010-2011</b>	<b>ENGL1020 2011-2012</b>	<b>ENGL1020 2012-2013</b>
June	1	4	6	5	2	3
July	3	2	0	0	2	0
August	0	0	0	1	4	1
September	2	7	7	5	2	5
October	10	4	1	1	3	6
November	1	2	0	4	0	0
December	1	0	0	0	0	0
January	0	8	4	2	4	2
February	9	8	8	11	5	12
March	8	5	5	1	7	4
April	2	0	3	2	0	0
May	0	0	0	0	0	0
<b>Totals</b>	<b>37</b>	<b>40</b>	<b>34</b>	<b>32</b>	<b>29</b>	<b>33</b>

In addition to instruction sessions for individual courses, the Library Instruction Coordinator spoke at the New Faculty orientation in August.

Librarians conducted the majority of sessions in the Library's computer lab but went elsewhere on campus including the Schools of Business and Nursing.

Next year's goals include:

- Create online materials that can be used for courses taught on campus and online. The assessment of this goal is whether or not these materials are created.

# Collection Development Annual Report June 1, 2012 – May 31, 2013

Submitted by Rickey Best

## Introduction

The Library has seen numerous challenges during this past year caused by the loss of space to house its collections. The Library weeded 913 serial titles, consisting of 22,477 volumes from the collection. These totals do not reflect the data for June of 2013, which will be reported on the next annual report. The loss of these titles will impact library services, both to the campus community as well as to other libraries by limiting support we can provide through Interlibrary Loan.

The Library ordered 2,332 titles for the collection. During the 2012-2013 reporting year, the Library received as gifts 112 hardback titles, 240 paperback, 2,012 periodical issues, and 50 DVD/video/audio discs. Of this total, the library added 62 hardback titles (55%), 66 softback titles (27%), 96 periodical issues (5%), and 35 of the DVD/video/audio discs (70%). Due to the reduction in space available to the Library, a determination has been made that the Library will no longer accept gifts without prior agreement.

A number of databases were cancelled during the previous reporting year and new ones added. The Library is facing a 20% budget reduction in its O&M, which equates to a 30+% reduction in its materials budget, compounded by a projected serials inflation of 10%. Should the reductions take effect October 1<sup>st</sup>, the Library will be forced to cut \$194,000+ from its O&M budget, the majority of which come from the materials budget.

Discussions have been underway with the faculty this spring, and recommendations for deletions have been distributed. The Library is in process of getting responses to the recommendations.

## Database Usage Statistics

This year has seen some significant increases in use for some databases, combined with continuing reductions in use for other databases. The Library is demonstrating good return on investments for the majority of its full-text subscriptions. A number of databases, such as the History Vault holdings and the historical *New York Times* have not been held long enough to integrate fully into the curriculum. Table One below shows average cost per full-text retrieved. Table Two shows the average cost per search for those databases which are indexes only and do not link out to full text.

*Table One*  
*Cost per Full-Text Retrieval by Database*

<b>Database</b>	<b>Cost per Full-Text Retrieved</b>
Westlaw Campus	\$0.02
CQ Researcher	\$0.05
CINAHL+ Full Text	\$0.28
Sage	\$0.37
PQ Nursing and Allied Health	\$0.48
Psyc Articles	\$0.60
Mergent	\$0.67
JSTOR	\$0.78
Criminal Justice Periodicals Index	\$1.05
Market Research	\$1.13
SocIndex	\$1.48
Lexis Nexis Academic	\$1.50
SportDiscus	\$1.82
Psyc Critiques	\$1.89
Cochrane	\$2.39
PQ Research Library	\$2.50
Communication and Mass Media	\$2.85
Culture Grams	\$3.82
Library Literature	\$4.47
Art Full-Text	\$5.13
LION	\$5.20
Historical New York Times	\$5.53
Oxford	\$6.34
Science Direct	\$6.36
Standard & Poor's Net Advantage	\$9.91
News Stand	\$12.55
C19: 19 <sup>th</sup> Century Index	\$14.71
BioAbstracts	\$17.13
Project Muse	\$17.55
Dissertation & Theses Abstracts (Full-Text)	\$20.59
MLA	\$27.50
American Chemical Society	\$60.97
CQ Congressional	\$156.38
Econ Lit	\$289.63
Psyc Tests	\$444.12
ERIC w/Full Text	\$584.50
History Vault: Black Freedom	\$7,875.00
History Vault: JFK to Watergate	N/A
History Vault: Vietnam	N/A

Databases such as ERIC with Full-Text have been impacted by the pulling of the ERIC documents from online because of privacy issues with personally identifiable information about the researchers. ERIC still serves its purpose as an index. For patrons that need ERIC documents, the Library can request a priority rush to correct and scan the original microfiche and make that available, though this process has not proven to be trouble free.

Databases which showed the most significant declines in full-text retrieval from the previous year are included in table three below.

*Table Three  
Databases Showing Usage Decline*

<b>Database</b>	<b>Percentage Decline from 2012 Statistics</b>
Market Research	-9.14%
Sage	-11.61%
Project Muse	-18.02%
Ethnic News Watch	-23.30%
JSTOR	-24.62%
Lexis Nexis	-35.03%
CQ Researcher	-38.81%
Literature Online (LION)	-40.68%
Math Sci Net	-51.46%
C19: 19 <sup>th</sup> Century Index	-53.13%
PQ Research Library	-78.77%
PQ Culture Grams	-84.66%
Congressional Serial Set	-95.82%
ERIC	-96.23%

**Academic Search Premier.** This database is available to the library through the Alabama Virtual Library. Usage data is provided to demonstrate the potential impact should the AVL cancel this product and the AUM Library be required to pick it up.

*Table Four  
Academic Search Premier*

<b>Month</b>	<b>FT Retrieved FY 2012-2013</b>	<b>FT Retrieved FY 2011-2012</b>	<b>% Change for FT Retrieved</b>
June	1,368	1,251	109.35%
July	1,529	1,369	111.68%
August	1,051	609	172.57%
September	2,195	1,908	115.04%
October	3,166	3,622	-12.58%
November	4,665	4,098	113.83%

December	1,365	1,118	122.09%
January	938	1,186	-20.91%
February	3,327	2,158	154.17%
March	3,098	2,209	140.24%
April	5,322	3,736	142.45%
May	931	838	111.09%
<b>Total</b>	<b>28,955</b>	<b>24,102</b>	<b>120.13%</b>

**America: History and Life.** The cost for this index is \$3,535.93.

*Table Five  
America: History and Life*

<b>Month</b>	<b>Searches FY 2012- 2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for Searches</b>
June	6,374	276	2309.42%
July	6,238	349	1787.39%
August	4,970	785	633.12%
September	9,130	684	1334.79%
October	13,810	963	1434.06%
November	13,341	1,438	9277.46%
December	4,372	611	715.55%
January	3,567	4,503	-20.78%
February	13,047	9,416	138.56%
March	10,167	8,179	123.57%
April	15,962	13,288	120.12%
May	3,088	2,624	117.68%
<b>Total</b>	<b>104,066</b>	<b>43,116</b>	<b>241.36%</b>

Cost per search \$3,535.93 / 104,066 = \$0.03 per search.

It appears that the federated searching link from Ebsco that is in operation has influenced the searches attributed to America: History and Life – generalized searches were made against each database and have attributed searches more broadly than desired.

**American Chemical Society.** The Library subscription cost for this database is \$23,961.25.

*Table Six  
American Chemical Society*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	17	1	1,700.00%
July	11	1	1,100.00%
August	16	1	1,600.00%
September	3	10	-70.00%
October	53	1	5,300.00%
November	5	3	166.66%
December	77	1	7,600.00%
January	62	4	1,550.00%
February	37	6	616.66%
March	45	16	281.25%
April	33	17	194.11%
May	34	6	566.66%
<b>Total</b>	<b>393</b>	<b>67</b>	<b>586.56%</b>

Cost per Full-text retrieved: \$23,961.25 / 393= \$60.97

**Art Full-Text.** Subscription cost for this database is \$4,734.

*Table Seven  
Art Full-Text*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June*	54	5	1,080.00%
July *	31	3	1,033.33%
August *	13	2	650.00%
September *	34	5	680.00%
October *	88	8	110.00%
November *	124	12	1,033.33%
December *	55	3	1,666.66%
January	19	9	211.11%

February	190	47	404.25%
March	121	34	355.88%
April	162	56	289.28%
May	31	18	172.22%
<b>Total</b>	<b>922</b>	<b>191</b>	<b>482.72%</b>

\* Note: For the period from June 2011-December 2011, actual usage data is not available. Data for this period was averaged based upon the amount of usage differential between the totals from January – May and the total usage report.

Cost per full-text retrieved :  $\$4,734 / 922 = \$5.13$  per article

**Biological Abstracts (ISI Web of Knowledge).** Subscription Cost for this database is \$3,187.42

*Table Eight*  
*Biological Abstracts*

<b>Month</b>	<b>Items Requested FY 2012-2013</b>	<b>Items Requested FY 2011-2012</b>	<b>% Change for Items Requested</b>
June	6	0	*Infinity
July	3	0	*Infinity
August	8	0	*Infinity
September	22	0	*Infinity
October	13	0	*Infinity
November	10	0	*Infinity
December	1	0	*Infinity
January	1	1	100.00%
February	27	15	180.00%
March	71	15	473.33%
April	24	47	-48.93%
May	0	16	-100.00%
<b>Total</b>	<b>186</b>	<b>94</b>	<b>197.87%</b>

Cost per items requested  $\$3,187.42 / 186 = \$17.13$ .

**BioOne.** Subscription cost for this database is \$5,005.35

*Table Nine*  
*BioOne*

<b>Month</b>	<b>Searches 2012-2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for Searches</b>
June	59	0	N/A
July	36	0	N/A
August	66	0	N/A
September	187	0	N/A
October	99	0	N/A
November	162	1	1,620.00%
December	43	0	Infinity
January	21	69	-69.56%
February	67	98	-31.63%
March	59	78	-24.35%
April	33	105	-68.57%
May	6	39	-84.61%
<b>Total</b>	<b>838</b>	<b>390</b>	<b>214.87%</b>

Note: Data for the period from June 2012 through October 2012 is not available.

Cost per item requested  $\$5,005.35 / 838 = \$5.97$ .

**Business Source Premier.** This database is available to the library through the Alabama Virtual Library. Usage data is provided to demonstrate the potential impact should the AVL cancel this product and the AUM Library be required to pick it up.

*Table Ten*  
*Business Source Premier*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	862	488	176.63%
July	720	226	318.58%
August	645	258	250.00%
September	1,525	1,619	-5.80%
October	1,097	1,020	107.54%
November	1,132	741	152.76%



December	196	295	-33.55%
January	278	820	-66.09%
February	1,089	1,018	106.97%
March	1,216	675	180.14%
April	1,435	1,378	104.13%
May	198	184	107.60%
<b>Total</b>	<b>10,393</b>	<b>8,722</b>	<b>119.15%</b>

CINAHL Plus Full-Text. Subscription cost for this database is \$3,929.98

*Table Eleven*  
*CINAHL Plus Full-Text*

<b>Month</b>	<b>FT Retrieved FY 2012-2013</b>	<b>FT Retrieved FY 2011-2012</b>	<b>% Change for FT Retrieved</b>
June	1,438	1,285	111.90%
July	2,360	1,205	195.85%
August	963	400	240.75%
September	909	775	117.29%
October	1,062	1,264	-15.98%
November	1,797	1,253	143.41%
December	291	181	160.77%
January	666	772	-13.73%
February	1,562	701	222.82%
March	1,144	729	156.92%
April	1,465	962	152.28%
May	357	482	-25.93%
<b>Total</b>	<b>14,014</b>	<b>10,009</b>	<b>140.01%</b>

Cost per full-text retrieved is  $\$3,929.98 / 14,014 = \$0.28$

**Cochrane Library.** Subscription cost for this database is \$2,250.00

*Table Twelve  
Cochrane Library*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	215	123	174.79%
July	126	185	-31.89%
August	71	22	322.72%
September	124	85	145.88%
October	66	188	-64.89%
November	46	52	-11.53%
December	10	3	333.33%
January	26	4	650.00%
February	120	96	125.00%
March	117	90	130.00%
April	15	46	-67.39%
May	5	36	-86.11%
<b>Total</b>	<b>941</b>	<b>930</b>	<b>101.18%</b>

Cost per full-text retrieved \$2,250.00 / 941 = \$2.39

**Communication & Mass Media Complete** Subscription cost for this database is \$4,270.34.

*Table Thirteen  
Communication & Mass Media Complete*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	54	96	-43.75%
July	25	179	-86.03%
August	49	68	-22.05%
September	137	96	142.70%
October	350	179	195.53%
November	223	181	123.20%
December	43	65	-33.84%
January	64	40	160.00%
February	131	161	-18.63%
March	173	121	142.97%

April	192	173	110.98%
May	53	10	530.00%
<b>Total</b>	<b>1,494</b>	<b>1,369</b>	<b>109.13%</b>

Cost per full-text retrieved \$4,270.34 / 1,494 = \$2.85

**Congressional Quarterly Databases** Subscription cost for this database (CQ Researcher) is \$584.19.

Note: Other databases come with CQ Researcher.

*Table Fourteen  
Congressional Quarterly Databases*

<b>Dataset</b>	<b>Total Searches FY 2012/13</b>	<b>Total Searches FY 2011/12</b>	<b>% Change</b>	<b>Pages Viewed FY 2012/11</b>	<b>Pages Viewed FY 2011/12</b>	<b>% Change</b>
CQ Congress	14	100	-86	153	554	-72.38%
CQ Electronic Library	775	2,493	-68.91%	7,759	6,245	124.24%
CQ PAC	176	1,457	-87.90%	2,657	4,937	-46.18%
CQ Researcher	1,037	3,199	-67.58%	12,569	14,819	-15.18%
CQ SSC	201	298	-32.55%	3,183	1,870	170.21%
CQ Weekly	26	108	-75.92%	209	532	-60.71%
<b>Total</b>	<b>2,229</b>	<b>7,655</b>	<b>-70.88%</b>	<b>26,530</b>	<b>28,957</b>	<b>-8.38%</b>

Cost per pages viewed: \$584.19 / 12,569 (CQ Researcher) = \$0.05

*Table Fifteen  
CQ Databases Full-Text Retrieved*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
CQ Global Researcher	8	32	-75.00%
CQ Researcher	1,358	2,184	-37.82%
CQ Weekly	32	69	-53.62%
<b>Total</b>	<b>1,398</b>	<b>2,285</b>	<b>-38.81%</b>

Cost per full-text retrieved \$584.19 (CQ Researcher) / 1,358 = \$0.42

**EconLit** Subscription cost for this database is \$2,317.00

*Table Sixteen  
Econ Lit*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June '12	0	N/A	N/A
July '12	0	N/A	N/A
August '12	0	N/A	N/A
September '12	0	N/A	N/A
October '12	0	N/A	N/A
November '12	6	N/A	N/A
December '12	1	N/A	N/A
January '13	0	N/A	N/A
February '13	0	N/A	N/A
March '13	0	N/A	N/A
April '13	1	N/A	N/A
May '13	0	N/A	N/A
<b>Total</b>	<b>8</b>	<b>N/A</b>	<b>N/A</b>

Cost per full-text retrieved  $\$2,317 / 8 = \$289.63$

**Historical Abstract** Subscription cost for this database is \$3,659.69.

*Table Seventeen  
Historical Abstracts*

<b>Month</b>	<b>Searches FY 2012- 2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for Sessions</b>
June	6,361	178	3,573.59%
July	6,153	361	1,704.43%
August	4,955	22	22,522.72%
September	9,093	421	2,159.85%
October	13,753	673	20,435.36%

November	13,405	1,094	1,225.31%
December	4,353	562	774.55%
January	3,545	4,399	-19.41%
February	12,985	9,272	140.04%
March	10,103	8,087	124.92%
April	15,900	13,208	120.38%
May	3,066	2,621	116.97%
<b>Total</b>	<b>103,672</b>	<b>40,898</b>	<b>253.41%</b>

Cost per search is \$3,659.69 / 103,672 = \$0.03

JSTOR Maintenance costs for these databases are \$16,300 annually.

*Table Eighteen*  
*JSTOR*

<b>Month</b>	<b>FT Retrieved FY 2012-2013</b>	<b>FT Retrieved FY 2011-2012</b>	<b>% Change for FT Retrieved</b>
June	1,326	1,372	-3.35%
July	1,345	1,539	-12.60%
August	784	1,001	-21.67%
September	2,031	2,078	-2.26%
October	1,834	2,078	-11.74%
November	3,125	6,033	-48.23%
December	1,310	1,996	-34.36%
January	1,230	1,323	-7.02%
February	1,965	3,498	-43.82%
March	2,047	2,407	-14.95%
April	3,252	3,362	-3.27%
May	670	1,065	-37.08%
<b>Total</b>	<b>20,919</b>	<b>27,752</b>	<b>-24.62%</b>

Cost per full-text retrieved \$16,300 / 20,919 = \$0.78

**Lexis Nexis** Subscription cost for this database is \$7,782.40

*Table Nineteen*  
*Lexis Nexis Academic*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	916	1,166	-21.44%
July	455	660	-31.06%
August	516	1,208	-57.28%
September	509	1,046	-51.33%
October	336	918	-63.39%
November	717	884	-18.89%
December	104	475	-78.10%
January	161	136	118.38%
February	287	237	121.09%
March	750	293	255.97%
April	383	701	-45.36%
May	61	273	-77.65%
<b>Total</b>	<b>5,195</b>	<b>7,997</b>	<b>-35.03%</b>

Cost per full-text retrieved is  $\$7,782.40 / 5,195 = \$1.50$

**Library Literature** Subscription cost for this database is \$2,142.40

*Table Twenty*  
*Library Literature*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June *	16	N/A	N/A
July *	41	N/A	N/A
August *	14	N/A	N/A
September *	8	N/A	N/A
October *	12	N/A	N/A
November *	41	10	410.00%
December *	91	20	455.00%

January *	40	18	222.22%
February *	53	25	212.00%
March *	46	10	460.00%
April *	73	17	429.41%
May *	14	4	350.00%
<b>Total</b>	<b>449</b>	<b>104</b>	<b>431.73%</b>

\*NOTE: For the period June – October, usage data was kept on H.W. Wilson site, prior to merger with Ebsco. Since merger, earlier data no longer available.

Cost per full-text retrieved is \$2,142.40 / 449 = \$4.77

**LION / MLA Stats** Subscription cost for this database is \$3,511 (LION); \$5,336 (MLA)

*Table Twenty-One*  
*LION / MLA*

Month	LION FT Retrieved FY 2012-2013	LION FT Retrieved FY 2011-2012	LION % Change for FT Retrieved	MLA FT Retrieved FY 2012-2013	MLA FT Retrieved FY 2011-2012	MLA % Change for FT Retrieved
June	40	92	-56.52%	2	4	-50.00%
July	62	139	-55.39%	7	5	140.00%
August	13	18	-27.77%	11	1	1,100.00%
September	46	49	-6.12%	19	2	950.00%
October	78	105	-25.71%	23	8	287.50%
November	122	285	-57.19%	32	22	145.45%
December	76	83	-8.43%	20	11	181.81%
January	45	24	187.50%	19	7	271.42%
February	39	90	-56.66%	2	29	-93.10%
March	9	162	-94.44%	23	13	176.92%
April	130	73	178.08%	21	16	131.25%
May	14	18	-22.22%	15	5	300.00%
<b>Total</b>	<b>675</b>	<b>1,138</b>	<b>-40.68%</b>	<b>194</b>	<b>123</b>	<b>157.72%</b>

Cost per full-text retrieved LION is \$3,511 / 675 = \$5.20

Cost per full-text retrieved MLA is \$5,336 / 194 = \$27.50

**Market Research Database** Subscription cost for this database is \$3,045.00

*Table Twenty-Two  
Market Research*

<b>Month</b>	<b>Pages Viewed FY 2012- 2013</b>	<b>Pages Viewed FY 2011- 2012</b>	<b>% Change in Pages Viewed</b>
<b>Total</b>	<b>2,702</b>	<b>2,974</b>	<b>-9.14%</b>

Cost per pages viewed is  $\$3,045 / 2,702 = \$1.13$

**MathSciNet** Subscription cost for this database is \$539.02

*Table Twenty-Three  
MathSciNet*

<b>Month</b>	<b>Searches FY 2012- 2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for Searches</b>
June	147	150	-2.00%
July	136	224	-39.28%
August	203	345	-41.15%
September	242	370	-34.59%
October	126	453	-72.18%
November	273	621	-56.03%
December	67	622	-89.22%
January	116	349	-66.76%
February	32	165	-80.60%
March	133	119	111.76%
April	152	73	208.21%
May	107	83	128.91%
<b>Total</b>	<b>1,734</b>	<b>3,573</b>	<b>-51.46%</b>

Cost per search is  $\$539.02 / 1,734 = \$0.31$



**Mergent** Subscription cost for this database is \$7,800

*Table Twenty-Four  
Mergent*

<b>Month</b>	<b>Searches FY 2012- 2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>	<b>Pages Viewed FY 2012- 2013</b>	<b>Pages Viewed FY 2011- 2012</b>	<b>% Change in Pages Viewed</b>
<b>Total</b>	<b>3,364</b>	<b>414</b>	<b>812.56%</b>	<b>11,580</b>	<b>905</b>	<b>1,279.55%</b>

Cost per search is \$7,800 / 3,364 = \$2.31

Cost per page viewed is \$7,800 / 11,580 = \$0.67

**Oxford Journals** Subscription cost for this database is \$6,777.47

*Table Twenty-Five  
Oxford*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	50	37	135.13%
July	42	23	182.60%
August	79	53	149.05%
September	40	30	133.33%
October	114	62	183.87%
November	57	71	-19.71%
December	22	18	122.22%
January	63	48	131.25%
February	111	37	300.00%
March	133	40	332.50%
April	124	72	172.22%
May	233	36	647.22%
<b>Total</b>	<b>1,068</b>	<b>527</b>	<b>202.65%</b>

Cost per full-text retrieved is \$6.34.

**Point of View Reference Center** This database is available to the Library through the Alabama Virtual Library. Usage data is provided to demonstrate the potential impact should the AVL cancel this product and the AUM Library be required to pick it up.

*Table Twenty-Six  
Point of View Reference Center*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	70	2	3,500.00%
July	98	8	1,225.00%
August	0	0	0.00%
September	155	9	1,722.22%
October	75	37	202.70%
November	37	77	-51.94%
December	4	27	-85.18%
January	5	6	-16.66%
February	23	93	-75.26%
March	23	93	-75.26%
April	48	215	-77.67%
May	1	28	-96.42%
<b>Total</b>	<b>539</b>	<b>595</b>	<b>-9.41</b>

**PQ Databases General** Subscription cost for these databases are included in the following table, along with the cost per full-text.

*Table Twenty-Seven  
ProQuest Databases*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
CJPI	1,372	1,091	125.75%
Congressional	18	431	-95.82%
Dissertation & Theses	211	30	703.33%
Ethnic Newswatch *	79	103	-23.30%
ERIC	8	186	-96.23%
History Vault-JFK- Watergate	0	0	0.00%

History Vault-Black Freedom 20 <sup>th</sup> Century	1	0	Infinity
History Vault-Vietnam War	0	0	0.00%
New York Times (Historical)	888	0	Infinity
News stand	212	13	1,630.76%
Nursing & Allied Health	6,923	2,728	253.77%
Research Library	1,156	5,447	-78.77%
<b>Total</b>	<b>10,854</b>	<b>10,029</b>	<b>-8.22%</b>

\* AVL provided database.

*Table Twenty-Eight  
ProQuest Databases Cost per Full-Text Retrieved*

<b>Month</b>	<b>Subscription Cost</b>	<b>Full-Text Retrieved 2012-2013</b>	<b>Cost per full text retrieved</b>
CJPI	\$1,452.30	1,372	\$1.05
Congressional	\$2,815.00	18	\$156.38
Dissertation & Theses	\$4,345.00	211	\$20.59
ERIC	\$4,676.00	8	\$584.50
History Vault-JFK-Watergate	\$8,736.00*	0	N/A
History Vault-Black Freedom 20 <sup>th</sup> Century	\$7,875.00*	1	\$7,875.00
History Vault-Vietnam War	\$500.00**	0	N/A
New York Times (Historical)	\$4,913.00	888	\$5.53
News stand	\$2,661.00	212	\$12.55
Nursing & Allied Health	\$3,390.76	6,923	\$0.48

Research Library	\$11,256.00	4,492***	\$2.50
<b>Total</b>	<b>\$52,620.06</b>	<b>14,190</b>	<b>\$3.70</b>

\*Note – one time purchase cost- new item

\*\* Note: ongoing maintenance fee cost

\*\*\* Note: Includes full text statistics for PQ Education Complete database, which is included in PQ Research Library.

**PQ Culture Grams** Subscription cost for this database is \$1,965.00

*Table Twenty-Nine  
PQ Culture Grams*

<b>Month</b>	<b>Total Pages Viewed FY 2012-2013</b>	<b>Total Pages Viewed FY 2011-2012</b>	<b>% Change for FT Retrieved</b>
June	32	267	-88.01%
July	8	112	-92.85%
August	9	1,248	-99.27%
September	6	61	-91.80%
October	74	525	-85.90%
November	13	456	-97.14%
December	11	0	infinty
January	0	141	-100.00%
February	7	886	-99.20%
March	245	99	247.47%
April	173	18	961.11%
May	3	6	-50.00%
<b>Total</b>	<b>581</b>	<b>3,789</b>	<b>-84.66%</b>

Cost per pages viewed \$1,965.00 = \$3.82

**PQ C19 Index** Subscription cost for this database is \$4,840.00

*Table Thirty*  
*PQ C-19: 19<sup>th</sup> Century Index*

<b>Month</b>	<b>Searches FY 2012- 2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	72	0	Infinite
July	30	129	-76.74%
August	0	26	-100.00%
September	19	120	-84.16%
October	54	150	-64.00%
November	20	91	-78.02%
December	6	6	100.00%
January	36	6	600.00%
February	30	108	-72.22%
March	18	7	257.14%
April	38	52	-26.92%
May	6	7	-14.28%
<b>Total</b>	<b>329</b>	<b>702</b>	<b>-53.13%</b>

Cost per search is \$4,840 / 329 = \$14.71

**PQ Education Full-Text** Subscription cost for this database is included in the cost for ProQuest Research Library

*Table Thirty-One*  
*PQ Education Full\_Text*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
<b>Total</b>	<b>3,336</b>	<b>1,447</b>	<b>230.54%</b>

**Project Muse** The subscription cost for this database is \$11,970.

*Table Thirty-Two  
Project Muse*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	20	29	-45.00%
July	79	70	112.85%
August	30	58	-48.27%
September	61	143	-57.34%
October	52	16	325.00%
November	87	26	334.61%
December	59	43	137.20%
January	45	54	-16.66%
February	126	67	188.05%
March	44	104	-57.69%
April	64	185	-65.40%
May	15	37	-59.45%
<b>Total</b>	<b>682</b>	<b>832</b>	<b>-18.02%</b>

The cost per full-text article retrieved is  $\$11,970 / 682 = \$17.55$

**PsycArticles** The subscription cost for this database is \$4,608.00

*Table Thirty-Three  
PsycArticles*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	321	507	-36.68%
July	384	310	123.87%
August	635	274	231.75%
September	789	550	143.45%
October	923	857	107.70%
November	549	793	-30.76%
December	204	282	27.65%
January	314	875	-64.11%
February	865	488	177.25%
March	592	546	108.42%

April	1,766	1,346	131.20%
May	304	437	-30.43%
<b>Total</b>	<b>7,646</b>	<b>7,265</b>	<b>105.24%</b>

Cost per full-text retrieved is  $\$4,608.00 / 7,646 = \$0.60$

**PsycCritiques** The subscription cost for this database is \$731.50

*Table Thirty-Four  
PsycCritiques*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	23	12	191.66%
July	12	2	600.00%
August	16	0	Infinity
September	15	36	58.33%
October	27	17	158.82%
November	52	11	472.72%
December	22	3	733.33%
January	5	12	-58.33%
February	84	10	840.00%
March	23	13	176.92%
April	95	53	179.24%
May	12	4	300.00%
<b>Total</b>	<b>386</b>	<b>173</b>	<b>223.12%</b>

Cost per full-text retrieved is  $\$731.50 / 386 = \$1.89$

**PsycInfo.** The subscription cost for this database is \$6,147.63

*Table Thirty-Five  
PsycInfo*

<b>Month</b>	<b>Searches FY 2012- 2013</b>	<b>Searches FY 2011- 2012</b>	<b>% Change for Searches</b>
June	6,746	788	856.09%
July	6,367	731	870.09%

August	5,840	442	1,321.26%
September	10,209	1,057	965.84%
October	14,981	1,638	914.59%
November	14,095	2,027	695.36%
December	4,730	802	589.77%
January	3,910	5,326	-26.58%
February	13,939	10,018	139.13%
March	10,307	8,699	118.48%
April	16,749	13,780	121.54%
May	3,536	3,215	109.98%
<b>Total</b>	<b>111,409</b>	<b>48,523</b>	<b>229.60%</b>

Cost per search is \$6,147.63 / 111,409 = \$0.05

**Psyc Tests** The subscription cost for this database is \$2,664.74

*Table Thirty-Six  
Psyc Tests*

<b>Month</b>	<b>FT Retrieved FY 2012-2013</b>	<b>FT Retrieved FY 2011-2012</b>	<b>% Change for FT Retrieved</b>
June	0	N/A	N/A
July	0	N/A	N/A
August	0	N/A	N/A
September	0	N/A	N/A
October	0	N/A	N/A
November	0	N/A	N/A
December	0	N/A	N/A
January	0	N/A	N/A
February	2	N/A	N/A
March	0	N/A	N/A
April	4	N/A	N/A
May	0	N/A	N/A
<b>Total</b>	<b>6</b>	<b>N/A</b>	<b>N/A</b>

Note: Psyc Tests has only been available to the AUM Library since January, 2013.

Cost per full text retrieved is \$2,664.74 / 6 = \$444.12



**Sage** The subscription cost for this database is \$14,366.00

*Table Thirty-Seven  
Sage*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	243	221	109.95%
July	146	227	-35.68%
August	218	147	148.29%
September	253	201	125.87%
October	171	247	-30.76%
November	248	220	112.72%
December	164	82	200.00%
January	87	273	-68.13%
February	254	312	-18.58%
March	198	185	107.02%
April	201	399	-49.52%
May	70	59	118.64%
<b>Total</b>	<b>2,253</b>	<b>2,549</b>	<b>-11.61%</b>

Cost per full text retrieved is \$14,366.00 / 2,253 = \$6.37

**Science Direct** The subscription cost for this database is \$57,561.50

*Table Thirty-Eight  
Science Direct*

<b>Month</b>	<b>FT Retrieved FY 2012- 2013</b>	<b>FT Retrieved FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	947	486	194.85%
July	775	610	127.04%
August	646	506	127.66%
September	1,036	1,019	101.66%
October	800	812	-1.47%
November	1,005	1,317	-23.96%
December	428	754	-43.26%
January	572	542	105.53%
February	972	1,094	-11.15%

March	788	845	-6.74%
April	1,021	1,045	-2.29%
May	60	478	-87.44%
<b>Total</b>	<b>9,050</b>	<b>9,508</b>	<b>-4.81%</b>

Cost per full text retrieved is  $\$57,561.50 / 9,050 = \$6.36$

**SocIndex** The subscription cost for this database is \$4,968.66

*Table Thirty-Nine*  
*Soc Index*

Month	FT Retrieved FY 2012-2013	FT Retrieved FY 2011-2012	% Change for FT Retrieved
June	155	124	125.00%
July	121	188	-35.63%
August	89	70	127.14%
September	225	211	106.63%
October	343	175	196.00%
November	706	313	225.59%
December	135	193	-30.05%
January	86	97	-11.34%
February	442	297	148.82%
March	306	266	115.03%
April	646	451	143.23%
May	88	82	107.31%
<b>Total</b>	<b>3,342</b>	<b>2,463</b>	<b>135.68%</b>

Cost per full text retrieved is  $\$4,968.66 / 3,342 = \$1.48$

**Sport Discus** The subscription cost for this database is \$3,242.10

*Table Forty*  
*Sport Discus*

<b>Month</b>	<b>FT Retrieved FY 2012-2013</b>	<b>FT Retrieved FY 2011-2012</b>	<b>% Change for FT Retrieved</b>
June	192	129	148.83%
July	173	172	100.58%
August	371	27	1,374.00%
September	64	82	-21.95%
October	43	278	-84.53%
November	223	384	-41.92%
December	350	150	-133.33%
January	137	166	-17.46%
February	49	500	-90.20%
March	25	276	-90.94%
April	54	471	-88.53%
May	95	87	109.19%
<b>Total</b>	<b>1,776</b>	<b>2,717</b>	<b>-34.63%</b>

Cost per full text retrieved is \$3,242.10 / 1,776 = \$1.82

**Standard & Poor's Net Advantage** The subscription cost for this database is \$8,337.20

*Table Forty-One*  
*Standard & Poor's Net Advantage*

<b>Month</b>	<b>Data &amp; Analysis FY 2012-2013</b>	<b>Data &amp; Analysis FY 2011-2012</b>	<b>% Change Data &amp; Analysis</b>	<b>Total usage FY 2012-2013</b>	<b>Total usage FY 2011-2012</b>	<b>% Change in Total Usage</b>
January	20	41	-51.21%	56	284	-80.28%
February	68	210	-67.61%	269	1,294	-79.21%
March	50	41	121.95%	388	378	102.64%
April	231	26	888.46%	987	597	165.32%
May	74	23	321.73%	319	164	194.51%
June	81	23	352.17%	850	98	867.34%
July	79	132	-40.15%	690	515	133.98%
August	42	63	-33.33%	226	224	100.89%
September	85	236	-63.98%	388	1,101	-64.75%
October	60	296	-79.72%	261	968	-73.03%

November	69	77	-10.38%	479	361	132.68%
December	56	27	207.40%	165	149	110.73%
<b>Total</b>	<b>915</b>	<b>1,195</b>	<b>-23.43%</b>	<b>5,078</b>	<b>6,133</b>	<b>-17.20%</b>

May Still Not Available

Cost per use is \$8,337.20 / 841 = \$9.91

**Westlaw Campus** The subscription cost for this database is \$7,597.22

*Table Forty-Two  
Westlaw Campus*

Month	Transactions FY 2012- 2013	Transactions FY 2011- 2012	% Change for Transactions	Docs / Lines FY 2012- 2013	Docs Lines FY 2011- 2012	% Change Docs / Lines
<b>Total</b>	<b>10,585</b>	<b>9,182</b>	<b>115.27%</b>	<b>340,804</b>	<b>373,430</b>	<b>-8.74%</b>

Cost per transaction = \$7,597.22 / 10,585 = \$0.71

Cost per docs viewed = \$7,597.22 / 340,804 = \$0.02

**Web of Science** The subscription cost for this database is \$16,926.08

*Table Forty-Three  
Web of Science*

Month	# Sessions FY 2012- 2013	# Sessions FY 2011- 2012	% Change # Sessions
June	31	N/A	N/A
July	19	N/A	N/A
August	49	N/A	N/A
September	72	N/A	N/A
October	37	N/A	N/A
November	32	N/A	N/A
December	15	N/A	N/A
January	17	N/A	N/A
February	29	N/A	N/A
March	27	N/A	N/A
April	2	N/A	N/A
May	6	N/A	N/A
<b>Total</b>	<b>336</b>	<b>N/A</b>	<b>N/A</b>

Cost per session is \$16,926.08 / 336 = \$50.37

**Web of Science - Journal Citations Report** The subscription cost for this database is \$3,931.54

*Table Forty-Four*  
*Web of Science: Journal Citation Reports*

<b>Month</b>	<b># Sessions FY 2012- 2013</b>	<b># Sessions FY 2011- 2012</b>	<b>% Change for FT Retrieved</b>
June	6	N/A	N/A
July	3	N/A	N/A
August	6	N/A	N/A
September	30	N/A	N/A
October	7	N/A	N/A
November	9	N/A	N/A
December	0	N/A	N/A
January	3	N/A	N/A
February	7	N/A	N/A
March	2	N/A	N/A
April	4	N/A	N/A
May	1	N/A	N/A
<b>Total</b>	<b>78</b>	<b>N/A</b>	<b>N/A</b>

Cost per session is  $\$3,931.54 / 78 = \$50.40$

# Technical Services Department Annual Report June 1, 2012—May 31, 2013

Submitted by John Gantt, Interim Head of Technical Services

## Staff

Amanda Scott, Cataloging Librarian I  
Anne Mulder, Senior Library Associate  
Diane Westfall, Senior Library Associate  
Anita Griffith, Serials Assistant (part time)

### I. Mission

Technical Services is comprised of three units: Acquisitions, Serials-Acquisitions and Cataloging. The Department actively supports the educational mission of the Library and the University community by acquiring monographic, serial and electronic resources and by building and maintaining a catalog that provides accurate and up-to-date information about the universe of resources, both in the Library and online, that are available to the AUM community. We create records for the materials we acquire and classify them in order to make those materials accessible. The Department is responsible for the ongoing maintenance and quality control of the information in the catalog. Our goal is to ensure that it facilitates the identification and retrieval of materials which support the scholarly, educational and personal needs of the AUM community.

### II. Staff Changes

In our only staffing change of the academic year, Amanda Scott, Cataloging Librarian I, joined the Department on June 1, 2012.

### III. Statistical Highlights

*Acquisitions:* After last year's 42.4% decline in new titles ordered, this year we experienced an increase. Acquisitions staff ordered 2,029 new titles in 2012-2013, including 11 video-recordings. This figure represents an increase of 1,029 titles, or 102.9% more than last year's total. The unit received 1,924 volumes/items (1,905 books, 18 videos and 1 CD-ROM), or 333 more items than last year, which represents an increase of 20.9%.

The following are our cumulative statistics for gifts received this year by category: 112 hardback books; 240 paperbacks; 2,012 periodical issues and 50 miscellaneous-format items, for a total of 2,302 items. This total reflects a decrease of 1,419 gift items, or 38% less than the number received last year (3,721).

Acquisitions staff also generated and applied call number labels to 1,602 books this year.

*Cataloging:* Cataloging staff added 2,062 titles to the catalog, an increase of 28.3% over last year, when we added 1,607 titles. This figure includes print materials (both gifts and purchased items) as well as audio-visual materials. Although the increase is relatively modest in absolute

numbers, we are pleased to have seen an increase here for the first time in several years. The number of volumes added to the collection (for titles already held) did decline somewhat this year. Last year 617 such volumes were added; this year we added 507, for a decrease of about 17.8%. This figure includes multi-part monographs (both gifts and purchased items), annuals and other continuations, and periodical volumes from the bindery. Much of the decrease in added volumes can be attributed to the continuing trend of dropping serial print subscriptions in favor of electronic-only access. As a result of the 2<sup>nd</sup> floor periodicals weeding project, this trend has only accelerated in 2012-2013. Only nine copies of works already held were added to the collection this year, which is about the same as we added last year; given our limited funds, our focus is on acquiring new materials, rather than adding copies of items already held.

Due to the extreme extent of the 2<sup>nd</sup> floor periodicals withdrawal project (discussed in further detail below) as well as the timing of the latter stages of the 6<sup>th</sup> floor project, our statistics reflect an exceedingly high number of items withdrawn from the collection this academic year. Taking into account items weeded from all locations (primarily Reference and Periodicals but also from Main), we withdrew 10,664 titles, 27,042 added volumes, and 253 copies, for a total of 37,959 volumes withdrawn, which surpasses last year's remarkable total of 29,940 volumes. (In comparing last year's withdrawal totals with this year's, and particularly in comparing the totals of the 6<sup>th</sup> floor and 2<sup>nd</sup> floor projects, it is necessary to take into consideration the fact that 8,497 of the 37,959 were withdrawn in June 2012, and as such, they fall in this academic year for statistics-keeping purposes, but they actually were the last of the items withdrawn as part of the 6<sup>th</sup> floor project.) In a typical year, our withdrawal numbers would be dramatically lower; for example, over the course of the academic year 2010-2011, we withdrew a total of 900 volumes.

#### **IV. Projects**

This academic year, the Department's most extensive challenge was the 2<sup>nd</sup> floor withdrawal project. However, as noted above, another project of note did overlap with the early part of this year: in June 2012, the Technical Services department assisted in the withdrawing of 8,497 items from the collection. Each of these items required individual attention to records in both the Voyager and OCLC databases, as well as various elements of physical processing. As a result of effective cross-training of departmental staff and enthusiastic teamwork, we were able to complete the 6<sup>th</sup> floor withdrawal project in a remarkably short time, particularly given our initial expectations and the fact that other academic libraries have in some cases taken a year or more to complete similar withdrawal projects.

Later in the academic year, the focus of our efforts as a Department shifted to the 2<sup>nd</sup> floor withdrawal project, which entailed the withdrawing of many thousands of items from the 2<sup>nd</sup> floor reference, periodical and storage sections. This work was multi-faceted and labor-intensive, and it consumed a significant percentage of our time and energy for several months. Withdrawn titles and volumes required individual attention and editing in our local Voyager database and in the international OCLC Connexion database, and many titles required extensive research/resolution of problems with serial records. Some of the withdrawn items, particularly ones from reference, required physical processing. As part of the project, thousands of other items were not withdrawn, but were moved from one library location to another, and each of these changes required editing of records in the Voyager system. By the academic year's end on

May 31, 2013, we had withdrawn a total of 37,959 volumes from the collection for the year, out of which number 27,444 were withdrawn between December 2012 and May 2013. (December was when the withdrawing of periodical volumes that culminated in the 2<sup>nd</sup> floor project began in earnest.) Once again, as was the case with last year's project, we pulled together on the 2<sup>nd</sup> floor project and worked efficiently and effectively as a team to complete a great deal of work in a timely fashion.

## **V. Staff Activities**

- Diane Westfall attended programs at the Annual Convention of the Alabama Library Association (ALLA) pertaining to digital library collections, digital devices in the library, and Resource Description and Access (RDA), the new international standard for cataloging rules. She attended acquisitions-related webinars offered by vendors such as Baker & Taylor and Yankee Book Peddler. She also attended AUM training sessions on topics such as the AUM hiring process and workplace harassment. Diane's efforts were instrumental in completing the final steps of the 6<sup>th</sup> floor withdrawal project in June 2012.
- Anne Mulder attended AUM training sessions on workplace harassment and the University's new Drug and Alcohol Testing Program. In June 2012, Anne also provided significant assistance in marking items for withdrawal during the latter stages of the 6<sup>th</sup> floor project. As part of the 2<sup>nd</sup> floor project later in the year, she assisted with resolving problems related to serial records that arose over the course of the withdrawing many thousands of periodical volumes from the collection.
- Anita Griffith attended programs at the ALLA Annual Convention pertaining to health literacy for librarians, digital devices in the library context, managing e-resources, and cataloging with RDA. She attended a number of database-related and other training sessions in the library, on topics such as ProQuest's Congressional and History Vault, Readex, and Gale Cengage, as well as a webinar entitled "Introducing RDA" hosted by the American Library Association. Anita also attended an AUM training session on the University's new Drug and Alcohol Testing Program. She contributed significantly to the completion of the 6<sup>th</sup> floor withdrawal project in June 2012, and also assisted us diligently with the 2<sup>nd</sup> floor project, in particular with respect to researching problems with serial records.
- Amanda Scott served as the Secretary/Treasurer of the Alabama Chapter of the Special Libraries Association. She also served on the AUM Library Collection Development Committee, the Patron-Driven Acquisitions Subcommittee, and the Hiring Committee for the staff position in Government Documents. She attended the Annual Convention of the Alabama Library Association, as well as numerous webinars and in-library training sessions on topics such as the new ProQuest interface, Metadata for CONTENTdm, EBSCO Discovery Service, RDA, and OCLC Cataloging Credits and Incentives. She attended AUM training in the University's new Drug and Alcohol Testing Program. Amanda's efforts were a vital part of our completing the 6<sup>th</sup> floor project in June 2012, as well as the 2<sup>nd</sup> floor project, wherein she withdrew many periodicals, researched and corrected serial records as necessary, withdrew reference titles, helped to change location in the catalog for items that were moved, and weeded the music section of the reference collection. Her solid knowledge of cataloging principles and her skills



with the OCLC and Voyager databases were significant assets to the Department over the course of completing these withdrawal projects.

- John Gantt co-authored an article that was published in the *Journal of Web Librarianship* entitled “Libraries in Second Life: Linking Collections, Clients and Communities in a Virtual World.” He continued to serve as the Library’s representative on the Faculty Welfare Committee and the Outreach Grant Committee. He also served on the Library’s Patron-Driven Acquisitions Subcommittee. He attended the Annual Convention of the Alabama Library Association, as well as webinars and online training sessions on metadata for CONTENTdm, RDA, workplace harassment, OCLC’s WorldShare Management Services, and Alabama Ethics Law. He participated in database training sessions on EBSCO Discovery Service as well as the new ProQuest database interfaces, including the Congressional Serials Set, History Vault, and Nursing & Allied Health. He attended AUM training in the University’s new Drug and Alcohol Testing Program. He also led and coordinated the Department’s contribution to the 2<sup>nd</sup> floor withdrawal project, which entailed extensive editing of Voyager records, researching and correcting of problematic records, keeping track of statistics on items withdrawn, and maintaining accurate information on our holdings in the local catalog as well as in OCLC Connexion, the international bibliographic database.

# Library Automation Annual Report for June 2012 – May 2013

Submitted by Tim Bailey

## Records in Voyager:

- Bib count: 1,009,720 unsuppressed records; 51,261 suppressed records
- Item count: 285,920 unsuppressed records; 39,409 suppressed records
- Holdings count: 1,089,345 unsuppressed records; 17,371 suppressed records
- Added: 134,492 bib records to location internet; there are a total of 619,576 bib records in location internet as of 5/31/2013
  - 616,085 monographs in location internet
  - 1,043 serials in location internet
  - 2,448 in other formats
- Added 1,5630 Bib records to location Government Documents

## Voyager:

- 1,859,939 searches run between June 1, 2012 and May 31, 2013, compared to 436,958 searches run in 2011-2012 and 392,903 searches run in the same period of 2010-2011; EDS is responsible for this drastic uptick
- Editing of the various electronic resources in the catalog to accommodate off campus access
- Continued addition of netLibrary, GPO, and the Springer e-books collection; concluded loading U.S. Congressional Serials Set records
- Running patron purge functions
- Running patron expire update, beginning Spring 2013
- Began loading MARCIVE Retrospective set; loaded test set of records
- Continued loading students into Voyager on a twice weekly basis; continued to eliminate students who drop out of AUM during the semester
- Worked with Auburn to resolve problems with Voyager
- Resolved incomplete indexing problems first discovered in Government Documents, in which new materials added could not be retrieved
- Tested and distributed new clients with the Spring 2013 Voyager update
- Created/revised and distributed SQL queries for use with Access Reports

## Database (non-Voyager) maintenance:

- Began working with Jason Kneip on LibGuides maintenance and created database trial page in LibGuides
- Coordinated with the School of Nursing and the “AUM-at-AU” program to provide cross enrolled students access
- Received 22 e-mails regarding problems logging into the databases from off campus. This is a continuation of the drop in queries with the adoption of the AUM single login

using LDAP. Most queries involved faculty and School of Nursing students at the Auburn campus

- Updated EZProxy software as per usual practice in August 2012
- Continued database cuts due to budget cuts; few additions were made. Currently 133 databases are listed on the Library's website.
- Worked with EBSCO to set up and test the EBSCO A to Z service, Fall 2012. This service was not judged ready for our use and was cancelled.
- Restored and updated Serials Solutions to reflect current holdings and it now includes non-full-text databases and some monographic collections

#### **Other activities:**

- ILLIAD
  - Provided assistance with restarting ILLIAD services when server is updated
- ARES system set up to handle electronic reserves
- EBSCO EDS
  - Weekly updates of our holdings are sent to EBSCO for replacement of older holdings, allowing for currency of data
  - Separated the main EDS profile, which is automatically updated by EBSCO to our own "eds\_deploy" profile, which is updated by AUM only
- E-mail notices
  - Notices emailed and printed using Voyager's Reporter client, interfacing with the AUM E-mail server
  - Provided assistance in saving/recovering notices already sent
- Work with Technical Services and Public Services
  - Worked on clearing 2nd floor periodicals and Reference floor for renovation
  - Evaluated books for removal or inclusion in offsite storage
  - Continued to provide support for MacroExpress
  - Provided reports to Dean and Head of Technical Services determining how many items were deleted by whom during this process
    - 20,060 items deleted in total from all locations, including reserves; 19,854 excluding items in reserves locations
    - 7,711 items deleted from location main
    - 7,116 deleted from location periodicals
    - 3,901 deleted from locations in Reference (includes 163 from Legal Reference and 13 from ready reference)
    - 687 deleted from location 2nd floor storage
    - 236 deleted from location State Approved Textbooks
    - 150 deleted from closed stacks
    - 32 deleted from offsite storage
    - 12 deleted from Special Collections
    - 8 deleted from location internet

- 7 deleted from location “webroom”
- 5 deleted from juvenile and picture books
  
- Concluded work on ILLIAD with Karen Williams and Larry Brumby.
- ILLIAD needs to be updated with a security certificate to safeguard login information being transmitted from the user desktop to the ILLIAD server. This was previously unavailable as a feature.
- Continued investigation of open source library tools and systems.
- Worked with Karen Williams to establish item type and loan periods for group study room key and room reservations. Worked with Jason Kneip in setting up LDAP for room reservations software.