Library Faculty Assessments

Library Assessment Reports, Summaries, and Misc Reports

1-1-2002

Library assessment report 2001/2002

Nelson Poynter Memorial Library.

Form B

ASSESSMENT PLAN/REPORT FOR

Poynter Library, USF St. Petersburg

(Administrative or Educational Support Unit)

2001/02

(Assessment Period Covered)   **(Date Submitted)**

Expanded Statement of Institutional Purpose Linkage:

Institutional Mission/Goal(s) Reference: Enter all or part of the USF mission statement that relates to this administrative service. The mission is located here: http://usfweb.usf.edu/president/vis_val.html

Excellence in teaching and lifelong learning in a student centered environment.
Research to advance knowledge and promote social, cultural, economic, health, and technological development.

Administrative or Educational Support Unit Mission Statement: The mission of the Nelson Poynter Memorial Library is to further the mission of the University of South Florida St. Petersburg by providing information resources for teaching, learning, and scholarship and by offering the services and instructional opportunities required for using this information effectively..

Intended Administrative Objectives:

Write at least three objectives that will be the focus of assessment activities.

1. Poynter Library will provide user services and instructional opportunities to support and enrich the education and community outreach missions of USFSP.

2. Poynter Library will provide print, media, and (in association with the USF Library System) electronic collections that support the curriculum of USF SP.

3. Poynter Library will provide appropriate technologies and services to support library research and classroom instruction.

Assessment Summary

2001/02

<u>Library Mission</u>:

The mission of the Nelson Poynter Memorial Library is to further the mission of the University of South Florida St. Petersburg by providing information resources for teaching, learning, and scholarship and by offering the services and instructional opportunities required for using this information effectively.

<u>Administrative Objectives</u>:

1. Poynter Library will provide user services and instructional opportunities to support and enrich the education and community outreach missions of USF SP.
2. Poynter Library will provide print, media, and (in association with the USF Library System) electronic collections that support the curriculum of USF SP.
3. Poynter Library will provide appropriate technologies and services to support library research and classroom instruction.

<u>Assessment Activities Supporting Objective 1</u>:

Poynter Library's public service librarians believed that their traditional bibliographic instruction activities needed to be reassessed as students' preferences for electronic information over traditional print resources became more apparent. They decided to query faculty members to determine their perception of library instruction opportunities and how they could be improved. The questionnaire also asked pragmatic questions such as the desired length and locations for classroom presentations. Faculty members confirmed the librarians' perception that web resources should be particularly emphasized in classroom presentations and also supported the need for more individualized tutorials to assist students with library research. The emphases of Poynter Library's bibliographic instruction program were changed in response. Librarians were also assigned subject areas in which they would be particularly responsible for library instruction and collection development activities and outreach.

Librarians are committed to making Poynter Library a welcoming place for USF SP faculty and students as well as for community visitors. In support of that commitment, efforts were made to foster library exhibits and displays that would engage and challenge library visitors. Baseline data on library activities was compiled and 10 library displays or exhibits were mounted during 2001/02. Picture rails were added to provide display space for wall-mounted exhibits and a library exhibits policy was developed to facilitate future activities.

<u>Assessment Activities Supporting Objective 2</u>:

As USF SP's campus budget was expanded, plans were made to offer art history, develop graphic arts and visual communications programs, and to establish a general science and environmental sciences curriculum. Neither fine arts nor sciences (aside from the graduate Marine Science department) had been offered at USF SP in the past, so library resources in those areas were scare. With an art historian and specialist in visual communications hired for 2001/02 and a graphic artist engaged to plan and develop a program in that area, art resources were an immediate concern. Existing library resources in art were inventoried, bibliographies and publishers' catalogs were examined, and the three new faculty members in the relevant disciplines were interviewed and encouraged to assist with collection development efforts. Thirteen new journals and 543 monographs were added to the library collection and the YBP approval plan profile was modified to reflect these new needs.

Anticipating new science programs and their significant impact on the library's material budget, the collection development librarian evaluated existing serial subscriptions. Approximately 100 microform subscriptions were found to be redundant because of the electronic availability of the journal titles and 103 print subscriptions were also canceled due to electronic access or changes in faculty concerns. These cancellations were expected to provide additional resources to support science programs when the cancellations took effect in subsequent years. Declines in subscriptions also made it possible to reassign a technical services line to public services to assist with rapidly increasing circulation and interlibrary loan activities.

Assessment Activities Supporting Objective 3:

In 2001/02, most library computers then in use had been purchased to equip the new library building when it opened in 1996. The old computers' speed and memory were inadequate to handle the large files required for electronic journals or to provide efficient response time to web searching. Library computers in public service areas and the library's network were evaluated to determine appropriate upgrades. All public service computers were found to be in need of replacement rather than upgrading and significant improvements to the library network were also required. These changes significantly enhanced computer use within the library for both public service and staff work stations.

Faced with the dual challenges of a growing faculty and their changing needs for technology, the Media Services department assessed existing equipment and technologies and its ability to meet these needs. Equipment was purchased to allow for basic AV equipment to be available within the classrooms rather than for the faculty to depend on deliveries by AV staff. Media Services also began incorporating digital technologies to supplement existing VCRs and overhead projectors. They assumed responsibility for the campus ID card auxiliary and it was hoped that these funds would supplement media equipment purchases.

University of South Florida USF

ASSESSMENT PLAN/REPORT FOR

Poynter Library, USF St. Petersburg
(Administrative or Educational Support Unit)

2001/02

(Assessment Period Covered)   **(Date Submitted)**

Intended Administrative or Educational Support Objective:
NOTE: There should be one form C for each intended objective listed on form B. Intended unit objective

should be restated in the box immediately below and the intended objective number entered in the blank space.

_Obj. 1___
Poynter Library will provide user services and instructional opportunities to support and enrich the education and community outreach missions of USFSP.

First Means of Assessment for Objective Identified Above:

_1___a. Means of Unit Assessment & Criteria for Success:

Faculty were asked to complete a questionnaire to determine their opinions and preferences on Poynter's library instruction program. Library instruction program will be modified according to the teaching faculty's expectations.

__1__a. Summary of Assessment Data Collected:

15 out of 80 faculty members returned the questionnaires. Although the response was disappointing, the completed surveys revealed strong support for the value of library instruction and general satisfaction with the mix of services offered. Value of instruction in the use of web-based materials was particularly emphasized, as well as strong support for student-scheduled tutorials as a supplement to classroom presentations.

_1___a. Use of Results to Improve Unit Services:
Librarians increased attention to web resources in their classroom presentations. Group student-scheduled tutorials, generally poorly attended when offered, have been de-emphasized and more outreach has been done on "Reference Assistance Program" (RAP Sessions) individually tailored one-on-one tutorials.

Second Means of Assessment for Objective Identified Above:

__1__b. Means of Unit Assessment & Criteria for Success:

Librarians compiled baseline data on library exhibits and presentations in 2001/02. An index for measuring outreach to campus and community will be established.

__1__b. Summary of Assessment Data Collected:

Librarians created 10 displays in first and third floor display cabinets. A faculty member contributed a display of World War I sheet music. A free-standing exhibit by the Tampa Fire Fighters Museum was installed for the fall semester, and Mary Scribner, USF alumna and photographer, exhibited her photography. . A presentation of an historic film donated to special collections and a demonstration of new touch-screen voting equipments were done in the library.

___1_b. Use of Results to Improve Unit Services:

Library developed an exhibits policy to govern non-library exhibits and displays. Picture rails were installed along the 3rd floor atrium wall to provide appropriate space for art exhibits

University of South Florida USF

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_Poynter Library, USF St. Petersburg_____
(Administrative or Educational Support Unit)

2001/02
_____   _____
(Assessment Period Covered)   **(Date Submitted)**

Intended Administrative or Educational Support Objective:

NOTE: There should be one form C for each intended objective listed on form B. Intended unit

objective should be restated in the box immediately below and the intended objective number

entered in the blank space.

_Obj. 2___
Poynter Library will provide print, media, and (in association with the USF Library System) electronic collections that support the curriculum of USF SP.

First Means of Assessment for Objective Identified Above:

___2_a. Means of Unit Assessment & Criteria for Success:

Library resources in art and design areas were evaluated and new resources identified. Collections in these subject areas, new to the USF SP curriculum, will be enhanced to support art history, graphic arts, and visual communications curricula.

__2__a. Summary of Assessment Data Collected:

New faculty were asked to suggest materials, appropriate publishers catalogs were searched, recent Tampa Campus Library acquisitions in these areas were compared to our collection.

___2_a. Use of Results to Improve Unit Services:

543 monographs in "N" classification have been added to the collection since 99/00. New periodicals added include Journal of Visual Literacy, News Photographer, Biblical Archaeology Review, Computer Graphics World, Communication Arts, Art Journal, Art Bulletin, Applied Arts, American Journal of Archaeology, Step Inside Design, Archaeology, Graphis, Print.

Second Means of Assessment for Objective Identified Above:

__2__b. Means of Unit Assessment & Criteria for Success:

CD-Rom subscriptions and microform periodical subscriptions were systematically inventoried against electronic sources available on the Virtual Library. Funds saved from subscriptions in these formats that have been superceded by electronic resources can be used to supplement periodical resources for new programs.

__2__b. Summary of Assessment Data Collected:

CD-Rom subscriptions to Kleinrock's Tax Service and Business Newsbank were cancelled for a savings of $3670. Approximately 100 microform subscriptions were identified for cancellation, with savings of our $3000 anticipated when subscriptions expire after the 2002 volumes are received. Print subscriptions, either cancelled due to electronic availability, or faculty changes or discontinued by publishers, have also decreased by 103 subscriptions from 2000/01 to 2001/02.

_2___b. Use of Results to Improve Unit Services:

A position in technical services (1 of 3) was not filled due to temporary budget recalls. When this position is filled, technical services duties will be reallocated to public services. Savings from subscriptions was used to purchase monographs and serials to support new subject areas and new faculty members and more will be available when microform subscriptions are not renewed for 2002/03.

University of South Florida
USF

Form C

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Intended Administrative or Educational Support Objective:

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objective should be restated in the box immediately below and the intended objective number

entered in the blank space.

Obj. 3__ Poynter Library will provide appropriate technologies and services to support library research and classroom instruction.__

First Means of Assessment for Objective Identified Above:

__3__a. Means of Unit Assessment & Criteria for Success:
Library computers in public service areas were inventoried and evaluated to establish effectiveness for access to databases, electronic journals, and electronic reserves and to provide efficient networked printing of these sources.   Assessment will be used to upgrade and/or replace computers to provide optimum performance.

__3__a. Summary of Assessment Data Collected:
Upgrading existing computers was determined to be unsatisfactory. Security, performance issues, and staff efficiency required replacement with new computers that could be more efficiently networked.

__3__a. Use of Results to Improve Unit Services:
Money from an allocation by the Florida Center for Library Automation and from library auxiliary funds was used to replace reference computers. Security features, automatic logins, system cloning, and Cisco system switching technology and enhanced memory for printing large files greatly improved computer resources.

Second Means of Assessment for Objective Identified Above:

__3__b. Means of Unit Assessment & Criteria for Success:

The Media Department assembled inventories of equipment and service statistics in 00/01 and 01/02. Data will be used to identify equipment and improve services related to classroom technologies.

_3___b. Summary of Assessment Data Collected:

Equipment deliveries have decreased by over 50% from 00/01 to 01/02 due to 00/01 purchases of equipment that have been permanently installed in newly constructed or older classrooms. Distance learning transmissions have decreased as well.

__3__b. Use of Results to Improve Unit Services:

Shifts in responsibilities have enabled AV staff to acquire new equipment and begin new initiatives for digital storage and duplication of copyright compliant audio and video learning resources. The department also was in a position to take over responsibility for campus ID card production from a USF Tampa department, providing a source of revenue that will fund new library technologies. Increased auxiliary funds will allow the Media Department to plan for and begin to upgrade and replace classroom technologies according to a planned 2002/03 faculty survey of classroom technology needs.