Library Department and Committee Reports   Library Reports and Guidelines

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Audio/Visual Department : Annual Report : 2002 - 2003

Nelson Poynter Memorial Library.

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Media Services Department
Annual Report
Academic Year 2002-2003

Gerald A. Notaro, Media Librarian

Statistics

Space and Size

The Library's 7500 sq. ft. Media Center has a large array of media and distance education technologies. A new Digital Audio-Visual Center is now available for the USF community to develop multimedia packages for teaching, learning, and research. A broadcast studio and production center receives and sends conferences, receives USF credit classes, etc. using ITFS technology, satellite uplink and downlink, and Pictel. During broadcasts, all forms of sound and image learning resources are exchanged via Elmos, computers, slides, overhead transparencies, videotape, DVD, and audio. The Media Center also has 6 large and small group listening and viewing rooms for all audio and video formats, a graphics lab, a studio and control room, production room, dubbing and archive room, storage and repair rooms, and an IMC that seats 44. It also provides for duplication of copyright compliant learning resources.

Deliveries and set ups

2002-2003	2801
2001-2002	2263

Distance Learning

2002– 2003
49 classes, 17 studio broadcasts, 72 video and teleconferences

2001-2002
22 classes, 16 studio broadcasts, 54 video and teleconferences

As more equipment is purchased for each room, there is less need for deliveries. Use of equipment, though, rises. Each classroom is minimally equipped with large screen monitor, VCR, computer, overhead projector, and screen. Others have data projection. Other frequently used equipment are slide projectors, digital still cameras, digital video cameras, camcorders, and cd players. The AV Department also provides for other on and off campus events and presentations, such as recording lectures, graduations, etc., and digital and analog photography.

Media Center Collections:

2002-2003	2001-2002
536 audiocassettes	499
613 Cataloged Instructional Materials	457
1600 Waiting to be Cataloged Instructional Materials	2200
6640 Juvenile Books	6903
4932 Videotapes	4755
333 DVD's	210
1042 LP's	1043
399 CD's	357
58 Kits	35
4 slide sets	4

Total Items

2002-2003	2001-2002
16157	16048

Additions to Collection

Juvenile	185
IMC	128
Media	427

Media Center Circulation

2002-2003		2001-2002
Audiocassette	217	242
Compact discs	364	217
DVDs	2298	972
Juvenile	2291	2194
Record	34	30
Video Cassette	5620	5676
IMC	188	240
Total	11009	9671

USF Card Production

USF	1866	
SPC	258	
Total	2124	1706

Assessment Activities

USFSP faculty members were sent a survey to help improve Media Services in classrooms. Faculty were questioned as to their frequency of use, types of technologies used, and types of services that would improve their instructional and research needs. 17 surveys were returned. The returned comments resulted in the purchase and replacement of all older Overhead Projectors and replacement of older screens. Faculty indicated a desire for data projection instead of large screen monitors in classrooms for instruction. This could be accomplished, but at great expense. Recurring classroom technology funds are not available at the present time, so newly designed and refurbished classrooms and labs are being planned as Smart Classrooms to include large screen data projection and DVD projection. Such is presently the case with the new Business classrooms in the Bayboro Station Building.

Assessment in the coming year will include further surveying of the faculty on equipment and technology needs, but the surveys will be personally distributed in classrooms to increase resulting responses. The data will be used for future equipment purchases and technology design as funds are incurred. Also, faculty will be surveyed as to their use of the media collections and services. The survey will include information on faculty ability to find AV items, the shelving and accessibility of the collections, their awareness of media intralibrary loan, and how the Media collections and services assist their teaching and research needs.

One of the Tampa campus library survey forms included the following comment:

" St. Pete campus library has better selection of DVDs than Tampa Library. I shouldn't have to drive out there for a DVD…"

Notable Initiatives and Accomplishments

The Juvenile Easy-to-Read and Fiction collections were weeded to make room for newer titles.

Media titles that were requested from other locations were referred from the ILL department to the Media Librarian and ordered for the campus media collection.

Participated in the restoration, preservation, digitization, duplication, and distribution of the St. Petersburg 1929 historical film.

The Library's AV services has recently developed a Digital Audio Visual area to aid the USF St. Petersburg community with digital preservation and presentation. Projects can be transferred from analog to digital, e.g. from videotape to DVD or hard drive. Or faculty can place projects on the web.

As we were able to fill the Sr. Equipment Operator position during this academic year, we have expanded professional coverage until 7 p.m. on all weeknights. These times

cover 95 % of on campus classes and events.

As a result of assessing faculty-teaching needs, the large tiered instruction rooms were identified as the greatest need for data projection because they hold as many as 60 students in each class. When funds we secured, Library Media staff ordered and installed the projection equipment in David rooms 102.104, 105.