

HELENA COLLEGE LIBRARY
REPORT FOR THE ADVISORY COMMITTEE
FALL SEMESTER 2014

HELENA COLLEGE INSTITUTIONAL MEETINGS:

- The Library Advisory Council met on April 22, 2014
- Della Dubbe continues to serve on the Academic Standards and Curriculum Review Committee (ASCRC), the Budget Committee, the College Council as representative for the Budget Committee, the Academic Leadership Committee, the Faculty Senate, the Integrated Library System/Electronic Resource Management System (ILS/ERMS) Committee, and has taken Elizabeth Karr's place on the Diversity Committee
- Mary Ann George continues to serve as President of Staff Senate, as Staff Senate representative on the College Council, on the Professional Development Committee, Quality of Work Life, and is now Chair of the Montana University System Staff Associations (MUSSA) Committee
- Della partnered with Information Technology (IT) for the Fall student orientation sessions in August
- Della presented a library services orientation session to Airport Campus faculty, there are several new instructors due to the TAACT Grant

MEETINGS AND CONFERENCES:

- Della Dubbe attended meetings of the State Librarians' Roundtable in April, July, and October
- The library hosted a going away open house for Elizabeth Karr in April
- Della attended the yearly Academic Library Symposium on Maker Spaces at the Riverside Country Club in Bozeman in May and attended the Primo meeting the following day at Montana State University Renne Library
- Della continues to serve on the Montana Library Association (MLA) and Pacific Northwest Library Association (PNLA) Boards (her term ends July 2015) and co-chaired the Helena PNLA Conference in August. Mary Ann George also attended the PNLA conference.
- Mary Ann George and Jessie Pate attended the Montana State Library Workshops in Helena in September
- Della attended the Academic and Special Library Division and Public Library Division Retreat in October
- Della participated in an affiliate collection development meeting by telephone in October and the UM affiliate libraries meeting November 5 at Helena College.
- Della has attended weekly meetings each Monday for the implementation of Primo, our new discovery tool
- Della will be presenting "Embedded Librarianship: A Necessary Outreach" at the *Global Perspective: Academic Library Directors' Forum 2014* in Shanghai, China

LIBRARY ADMINISTRATION:

- The Helena College FY2014 budget was frozen in April, so a portion of the library budget was not spent. The touchscreen computer for the handicapped station was approved in the budget and requested in January, but was denied after the freeze when a "Budget Request Change Form" was submitted, as it had not yet been ordered by IT in April.
- The original FY2015 budget requested was \$3654 less than last year and we were able to cut an additional \$4300. A FY2015 budget of \$91,340 was approved.
- The approved FY2015 included core digital resources in the expenditure of student library fees collected. In the past, this fee has been allocated for core collection print materials only.
- The \$986 for the replacement of milk glass with clear glass in the interior library windows was not approved. Dean Bingham requested that we not ask Student Senate for assistance with funding until a thorough security plan has been developed for the campus.

- The Librarian position was advertised, interviews were carried out, and Jessie Pate was hired. She started August 25, 2014. New to this position is the addition of 15 to 20% of the librarian's time being allocated to assisting faculty with instructional design in Moodle.
- Completed Planning & Assessment and sent to Institutional Researcher, Mike Brown
- Mary Ann George completed her continuing education credits and was awarded her Montana Library Certificate from the Montana State Library in the Administrator track with specialization in technical services.
- Mary Ann completed an inventory of the library print collection summer 2014.

COMMUNITY OUTREACH:

- Our library partnered with the Lewis & Clark Library and other community organizations in the presentation of the Big Read again this year. We held the Janet Finn lecture on her book *Mining Childhood: Growing up in Butte 1900-1960*, as well as a book discussion on *Tom Sawyer* and the author Mark Twain.
- Mary Ann and Elizabeth created five bulletin boards, sixteen themed book displays in the library, and one online display.

GOALS FOR FY2015

- Implement Primo discovery tool for searching, in collaboration with affiliates and other Montana academic libraries, and make available on the library website – DONE
- Develop and present Primo training sessions
- Work with Jessie Pate in improving collection of online statistics
- Promote Library Research Prize – developed with the help of faculty members Mike Cronin, Nathan Munn, Ben Nickol, Karen Henderson, and Shaun Scott – has been advertised, first awards are scheduled for spring semester
- Create instruction materials, digital and print, on the usage of ebooks from our various vendors
- Assist in two Human Resources 101 classes by teaching the Information Literacy component
- Assist the Diversity Committee in the development of a community day/maker faire in the spring

ONGOING:

- Encouragement for faculty purchase suggestions
- Collaboration with affiliates – meetings, collection development, services
- Encouragement of textbook additions to be added to library reserve collection for student use
From faculty, department, publisher, vendor
- Continuous creation and updates to online subject and class guides – new copyright guide, research process guide, and law guide
- Promote and expand embedded library services in Moodle classroom
- Library services and information literacy plan for airport campus – currently on hold

DISCUSSION:

- Grant ideas for Sandbox/Innovative Learning Studio.
- Courier
- Etc.