

Report – Spring 2010
Library
University of Montana – Helena College of Technology

Library Services

Items Circulated 2052
Items Borrowed/Lent (ILL) 108
Electronic Sessions *7579

Instructional Attendance 198
Tests Monitored 5
AV Reservations 272
Audiobooks 104
Information Services 1227
Reference Questions
Copier, Printer & Computer Help,
Library Instruction, Research

Total Transactions 11,545

Library Collection

Items Ordered 403
Items Cataloged & Processed 515
Items Deleted 166

Net Items Added 349

Electronic Collection

Total e-book Holdings 55,971
Total Unique e-book Titles 54,365
Total Journal Holdings 62,674
Total Unique Journal Titles 31,449
Total Databases 87

Transactions per FTE[†] 11.72

Items Added per FTE[‡] .35

Activities and Projects

- **Library Administration –**
 - Conducted survey of faculty, administration and Library Advisory Committee on library service and priorities.
 - Hosted one meeting of the Library Advisory Committee, 05/04/10 to review accreditation recommendations and results of Library Survey of Faculty and Administration
 - Gave report to and solicited suggestions/feedback from Faculty Senate 04/08/10, Student Senate 03/10/10.

* On campus use only – does not include off campus use of databases.

† Based on 985FTE

‡ Based on 985FTE

- **Website (Virtual Library)**
 - Added Movies & More tab to Online Public Access Catalog (OPAC)
 - Added RSS Feed functionality to Online Public Access Catalog (OPAC) so users can receive feeds of new items added to the collection based on their area of interest.

- **Collection**
 - Received 150 texts on industrial technology instruction from University of Montana-Western to be integrated into UM-Helena collection.
 - Maintained 8 reserved collections: Intro to General Chemistry; Intro to Organic and Biochemistry; College Chemistry II; Art Fundamentals; Basic Anatomy and Physiology; Intro to Consciousness Studies; Montana History; Intro to Sociology

- **Instruction**
 - Provided 12 instructional hours in classroom, with an assignment integrated into all instructional session. A total of 174 students were instructed in classroom.
 - Tutored 24 students in individualized “Book a Librarian” sessions.

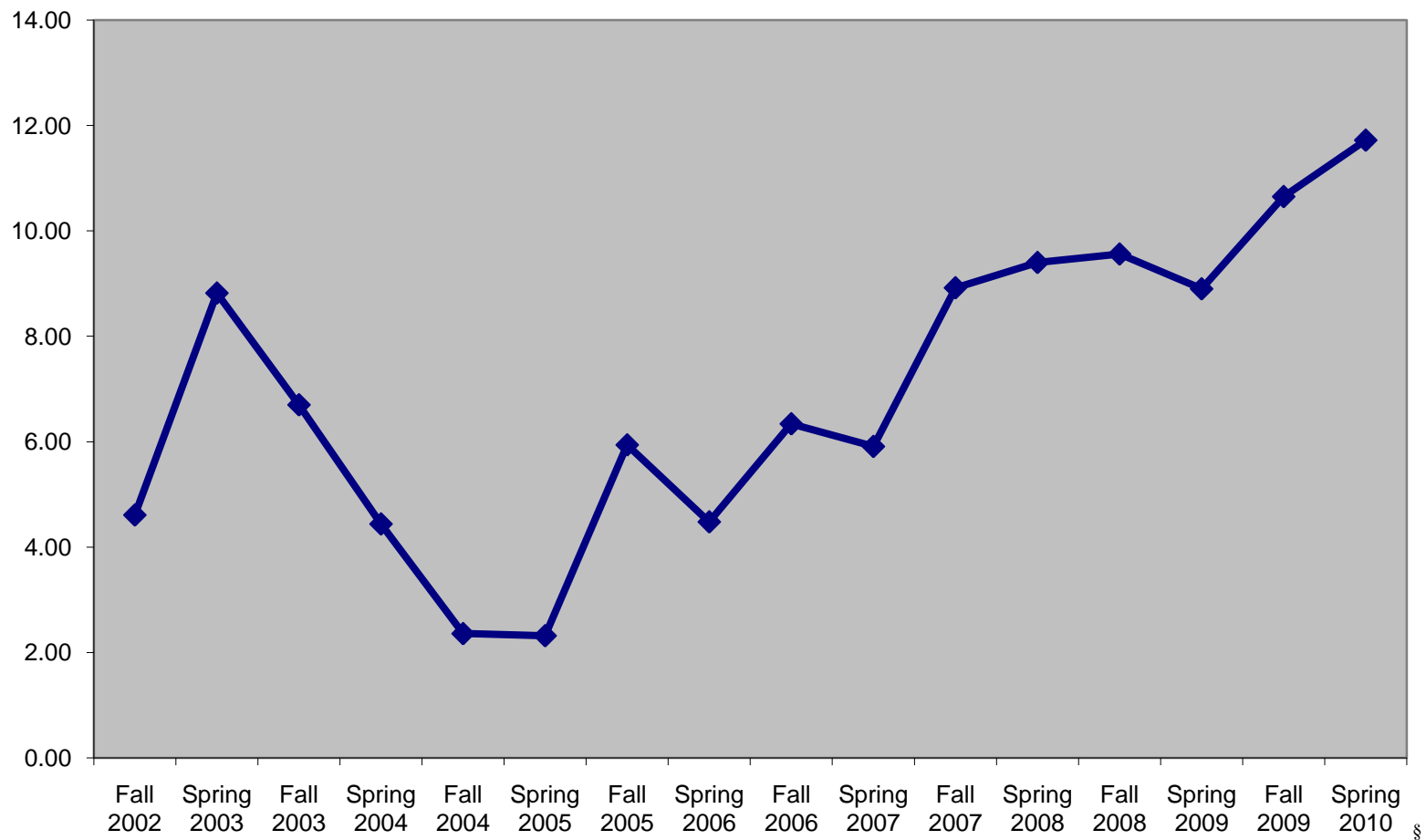
- **Personnel**
 - Librarian Technician attended annual conference of the Montana Library Association “Opening Minds, Expanding Horizons”, April 7-10, 2010, Bozeman, MT.

- **Facilities**
 - Produced several book displays on timely topics, including, Native American Literature; Publications by UM-Helena Instructors; and Creative Writing of UM-Helena Students.
 - Implemented and advertised color printer service for students. Service is financially supported by Student Senate.
 - Instituted service of reserving Group Study Room so students can plan times when they can use this space.

- **Institutional**

- Hosted National Book Award winning author Sherman Alexie in a small discussion event attended by local Indian students.
- Librarian served on eight institution-wide committees: Budget, ASCR, IT Committee, Accreditation Steering, Standard 2 Self-Study, Standard 5 Self-Study (Chair), Online Courses, and College Council.
- Library Assistant served on three institutional committees: Enrollment Management, Accreditation Steering, and Standard 3 Self-Study (Co-Chair).
- Provided over 70 exhibits for accreditation visitors and met a total of 4 hours with visitors.

Library Service Transactions* per FTE



*Reference questions, research help, copier and computer assistance, AV reservations, circulation of materials, instruction, interlibrary loan, use of databases, etc.

Net Items Added to Library Collection per FTE

