

HELENA COLLEGE LIBRARY
REPORT FOR THE ADVISORY COMMITTEE
SPRING SEMESTER 2013

Helena College Institutional meetings:

- The Library Advisory Committee met on November 14, 2012.
- Della serves on the Academic Standards and Curriculum Review committee the Budget Committee, College Council, and Academic Roundtable.
- Elizabeth Karr serves on the Information Technology Committee.
- Mary Ann George serves as President of Staff Senate, Staff Senate Representative on the College Council, Quality of Worklife Committee, Professional Development Committee.
- Della attended the Faculty General Education group meeting to give an update on library happenings, ask for purchase suggestions and help with the website usability survey and to offer library services.
- Della Dubbe would like to attend Faculty Senate meetings and Elizabeth Karr will attend at least one meeting of the Student Senate per semester in the fall.

Meetings, Conferences and Retreats:

- Della serves on the State Librarians' Roundtable, the Montana Library Association (MLA) Board and the Pacific Northwest Library Association (PNLA) Board.
- Della met with affiliate libraries, UM-Western, Montana Tech and the University of Montana, on April 10, 2013 at Montana Tech.
- We hosted five librarians from Mansfield Library for RDA training and updates on the Discovery Tool and ILS.
- Elizabeth Karr attended the MLA sponsored Offline Library Retreat focusing on technology on February 1, 2013.
- Della Dubbe and Elizabeth Karr attended the MLA Conference April 17 – 20, 2013 in Missoula. They jointly presented a 90 minute session called "Embedded Ebrarians: The New Outreach".
- Della was asked to serve on a panel focusing on collaborative efforts in public services and instruction and will attend the Academic Symposium in Missoula April 29 & 30, 2013.

Library Administration:

- Della updated the Helena College Library Collection Management Plan and submitted it to the Montana State Library on December 30, 2012.
- Della submitted the library budget to Leadership on January 10, 2013 and submitted an amended budget on April 16, 2013
- Della submitted the National Center for Education Statistics Academic Library Survey on March 13, 2013
- Performance Development Plan and Assessments were completed for Elizabeth Karr and Mary Ann George.
- Our work study student will continue through June at 6 hours per week
- The library Annual Planning and Assessment report was submitted to Mike Brown.

Website/Virtual Library:

- A usability study (survey, focus interviews, usage statistics) and subsequent website update will be completed this summer.
- Resource Guides (Libguides) are a work in progress, updated and created as needed, with a plan to apply consistency to the display format for information.

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- Chat reference was reinstated using the campus chat forum. We will review vendors for selection and purchase of a library chat with emphasis on student/user privacy.
- Online forms were added and updated.
- The “Research Wiseguide” was created for the website and Moodle to give easy access to the top five research tools.
- We are working with affiliates to purchase a “discovery tool” for all affiliate libraries, i.e. Summon, Ebsco, Encore or Primo. A Helena College opinion on these products was sent to Angela Dresselhaus at the Mansfield Library.
- The “Information for Faculty” page was updated and bookmarks were created for spring orientation.

Instruction:

- With permission from Dean Bingham, Barb McAlmond and Jeff Block, we placed the “Research Wiseguide” in Moodle to give students quick Moodle access to our top five resources. We hope to work more with the faculty in Moodle providing interactive and static instruction, specifically in courses with a research component.
- We plan to develop short topic-specific online instruction modules accessible on both the website and in Moodle. These could also be developed and used to assist faculty with the Institutional Competency for Information Literacy.
- We would like to do a presentation for faculty on embedded librarianship ideas and offerings.

Community Outreach – Helena College and beyond:

- The library hosted two “Big Read” programs in coordination with Lewis & Clark Library – a book discussion led by Karen Henderson and Joyce Walborn on *The Joy Luck Club* and a presentation on Memoir writing by Flora Wong.
- The library hosted a book signing for Stephanie Light, a Helena College alumnus, in the Student Center.
- Elizabeth Karr and Mary Ann George created four interactive bulletin board displays, eight book displays, three digital displays, three displays in the glass case in the lobby, and one wall display of psychology research posters.

Requested budget items:

- Scanner and table
 - Touchscreen computer for handicapped station
 - Patron counter for door
 - Discovery Tool for searching all library resources
 - Carrel for library kiosk at the airport campus
- Touchscreen computer and printer were purchased with student technology fee.

Submitted by Della Dubbe, Director of Library Services, April 24, 2013