

ANNUAL REPORT
For the
UNIVERSITY LIBRARIES
The University of North Carolina
at Greensboro
2014-2015



Walter Clinton Jackson Library



Harold Schiffman Music Library

Greensboro, North Carolina
2015

University Libraries 2014- 2015 Annual Report
University of North Carolina at Greensboro

University Libraries

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Part 1 – Highlights

Highlights of 2014-2015 for the University Libraries at UNCG

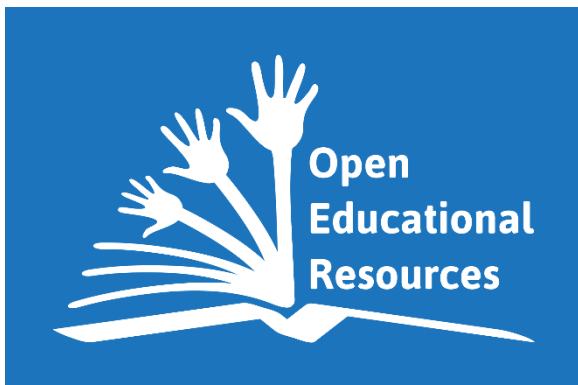
Each year, the University Libraries undertake projects that reflect their mission, values and goals in support of UNCG as a whole. The year 2014-15 is no exception. Here are some of the highlights for the past year:

Facilities

- 1) In support of student learning, the University Libraries expanded the very successful Digital Media Commons (DMC), located in the lower level of Jackson Library. The DMC provides students with the space and technology to develop digital products to meet class and other assignments. The DMC renovations include additional collaboratories, offices, and equipment; a lab to incorporate gaming into the curriculum; and a new Video, Imaging and Audio Lab, which includes a green screen. Working closely with Undergraduate Studies, the Libraries have also renovated space for the Digital ACT Studio to fulfill its goal of helping students improve the content and communication of their digital projects.
- 2) The CITI Lab, built twenty years ago to allow a place for library instruction to classes, has been too small for some years. This year, in partnership with Information Technology Services, we constructed a new teaching lab with forty seats in the Super Lab on the first floor of Jackson Library that will open in the fall 2015. This lab will supplement the existing 25 seat lab and dramatically increase the facilities for the Libraries' growing instruction program.



Open Educational Resources



Numerous sources tell us that the high cost of commercial textbooks (print and electronic) is a major concern for both students and their parents. A new program at UNCG encourages faculty to address that concern. The Office of the Provost and the University Libraries have joined together to support UNCG's Open Education "Mini-Grants" initiative to encourage instructors to use low-cost or free alternatives to expensive course materials; these can include open-access

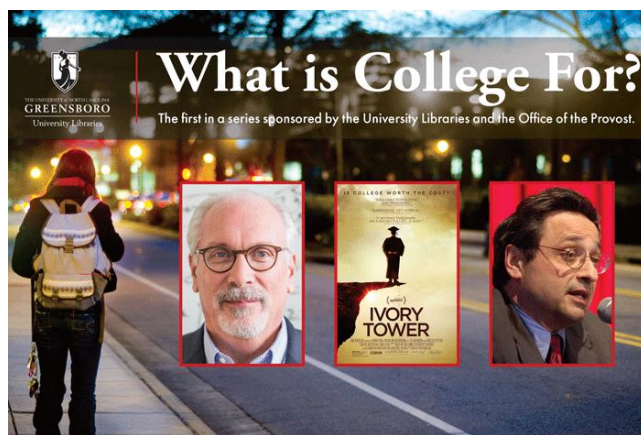
scholarly resources, library-licensed and owned resources, and learning objects and texts that faculty create themselves.

Ten \$1000 "mini-grants" were made available in the spring of 2015, and are meant to offer an incentive for the time it will take faculty to identify new resources, adjust syllabi, and modify assignments. Funds can also be used to cover any actual expenses incurred by the awardee. We anticipate that the money students will save on textbooks will far exceed our investment. An assessment of the pilot project will take place in the fall 2015 semester.

Additional literature on open educational resources is available at <http://uncg.libguides.com/oeer> The University Libraries produced a You Tube video on textbook costs. See what UNCG students think at <https://www.youtube.com/watch?v=MIza8rp79-w&feature=youtu.be>

What Is College For? The sheer cost of college is another of the major concerns of students and parents, and there are other fundamental concerns as well.

To address many of these concerns, we began a series of programs in November 2014 examining the topic "What is College For?" It's a subject that has much significance for our future, both within the academe and outside it. We need to hear from lots of stakeholders in this enterprise, and every single citizen is a stakeholder to one degree or another. In Rich DeMillo of Georgia Tech and Andrew Delbanco of Columbia, we invited speakers who are leading national figures to weigh in on the subject.



The University Libraries and the Provost's Office also hosted a screening and discussion of Ivory Tower, the 2014 documentary film by Andrew Rossi. The film premiered at the Sundance Festival last year, went into theatrical release mid-year, and was broadcast by CNN in November.

Community Engagement

In addition to the education of our students and the research of our faculty and staff, a big part of UNCG's mission is serving the people of the state of North Carolina and beyond. The University Libraries play a major role in that service and in 2014-2015 we continued our efforts to demonstrate the value of the libraries to the community through programming, services, and the development of digital resources made available freely through the Internet.



Programming

Since the last school year began, we hosted 7 author visits, 2 lectures, 5 book discussions, 1 documentary film screening, and 3 signature events:

- our Friends of the UNCG Libraries annual dinner (featuring Kathy Reichs in 2015),
- our Women Veterans Historical Project luncheon (featuring a panel about writing and veterans in 2014), and
- our Children's Book Author and Storyteller event (with Doug Elliott in 2014) through which 1000 area schoolchildren visited the UNCG Campus..



We also conducted 20 special classes offered by the Libraries to 450 members of the public, including 9 classes for K-12 students, such as the in-depth workshops for area AP, IB and Middle College students. Many of the special classes were offered off-campus. We conducted workshops on our innovative Makerspace project, for example, in Charlotte, Asheville, Raleigh and Wilmington. Programs about our special collections were held at the Well Spring and Pennybyrn retirement communities, and in Asheville, High Point, Elizabethtown, Clayton, and Oxford, NC. Special collection programming covered collections, University history, and digital collections. Our Special Collections and University Archives Department mounted 40 exhibits last year, including those at the NC Writers Conference and the state DAR conference in Raleigh, as well as at Reunion Weekend and in Jackson Library itself.

Services

Some of our services are directly to the people of North Carolina, while others are back office operations that save taxpayers money. For example, in 2014-2015 we had more than 8000 non-university borrowers of our library resources, including Friends of the UNCG Libraries members, area educators and college students not enrolled at UNCG, who collectively borrowed 9976 library materials during the past year.



The Carolina Consortium, founded by UNCG in 2005, continues to save the academic and public libraries of the state and our SC neighbors more than 300 million dollars per year through cooperative purchasing agreements, spread

among the 180 libraries who now participate. It remains a highlight of the Libraries' service to the state and region.

The NC DOCKS program, also developed by the University Libraries at UNCG, is now a cooperative effort to make the scholarly output of the University of North Carolina system more



available to the world. Current institutional participants include Appalachian State University, East Carolina University, UNC Charlotte, UNC Greensboro, UNC Pembroke, UNC Wilmington, and Western Carolina University. NC DOCKS includes many full text articles, audio recordings, dissertations, and other formats. All materials are indexed by Google and freely available to scholars and researchers worldwide. In the past year, UNCG alone made 680 such research products available, and the website received 2.7 million hits for UNCG materials.

From public programs and borrowing of library materials to saving the state money and increasing access to UNCG's scholarly products, the University Libraries are heavily engaged in serving our community and state.

Digital Resources



Building on a tradition of creating high impact, freely accessible resources such as the Race and Slavery Petitions Project

(<https://library.uncg.edu/slavery/petitions/>), the University Libraries undertook several major projects this year to digitize and make available additional significant historical resources that would otherwise have

remained unavailable to the public, including physical education pamphlets, World War I materials, American publisher trade bindings, cello manuscripts, and numerous collections held in

community organizations throughout Greensboro.

In 2014-2015, the Libraries entered into an innovative partnership with the Hayes Taylor YMCA, working with at-risk youth to document the history of their area and to develop their interest in history. It was among the UNCG programs featured in the Chancellor's Annual Report.



Community Support

Each year, community support for the University Libraries is a major goal of the Dean of the University Libraries and her team. The Jackson Society, consisting of donors giving more than \$1000, continues to grow. From a base of 26 members in June of 2010, there are now 45 Jackson Society members as of June 30, 2015.



This year, a conference room in UNCG's Jackson Library was named for retiring U.S. Representative Howard Coble. The J. Howard Coble Conference Room is located on the third floor of Jackson Library, where the Congressman's papers reside in the Special Collections and University Archives Department. The naming culminated a season of generosity from Coble's friends and supporters, who provided the money for a major gift to the University Libraries, with a substantial portion of the gift coming in December just before the winter break. The funds from the gift will be used to complete the processing of

Congressman Coble's papers and, with any remaining funds, to up-fit the conference room that bears his name. The latest money came through a fundraiser that honored the Congressman upon his retirement from the U.S. House of Representatives. Money was given by corporations, businesses, and individuals.

Promoting Diversity in an Environment that Celebrates Inclusion



The University Libraries pride themselves on a number of values that guide our activities and our interactions with those who live, work and study here. One of those values is our commitment to diversity, a history of which is outlined in a [timeline](#) prepared this year. There were many accomplishments in this area during the year.

- We promoted our African American Institutional Memory Project (AAIM) and now have 46 interviews of UNCG African American Alumni from 1960-1970.
- An innovation grant award winner, our University Archivist Erin Lawrimore was able to include audio of the oral histories in addition to the written transcripts on the AAIM website.
- We conducted a session at the May reunion with the alumni from the Class of 1965 recounting their experiences as it related to diversifying the campus in the 1960s.
- We hired our fourth Diversity Resident, Orolando Duffus, who continues the fine tradition of excellent residents. He is our first international resident, coming from Jamaica. Mr. Duffus developed and hosted the Libraries first *Diversity and Global Engagement Expo* titled "Creating New Conversations" in January 2015 in the Jackson Reading Room. It was a huge success. He also initiated and manned the first Jamaica tent on International Day in April, 2015.
- Gerald Holmes, our Reference Librarian and Diversity Coordinator, received an award from the American Library Association (ALA) as this year's Diversity Honoree.
- A Diversity Fund has been created to further the professional development of our Diversity Resident librarians.



- This year, as part of a collaboration with the Department of Library and Information Studies, the final cohort of ACE (Academic and Cultural Enrichment) Scholars, graduated

with advance degrees in Library and Information Science. These cohorts were funded by a federal grant from the Institute of Museum and Library Services and through the University Libraries' partnership with LIS, successfully graduated over 50 students to broaden and enrich diversity within the profession.

- Another big accomplishment was the completing of the first University Libraries Diversity Strategic Plan. We are very proud of this document, which truly serves as a working document. Three diversity forums were held to discuss the strategic plan, meant to serve as a guide to diversity and inclusion in the Libraries.
- Finally, our Libraries Diversity Committee planned three additional events for our staff: “The History of African American Studies at UNCG,” “LGBT History of UNCG” and “The History of Women’s Physical Education at UNCG: 1892-1963.”

Part 2 - Strategic Planning Unit Assessment Report

Mission Statement

Through expertise in information services, the University Libraries foster the success and impact of the UNC Greensboro community by promoting learning, inspiring creativity and enhancing research and collaboration in a diverse and innovative environment.

Values

- Innovation, entrepreneurship, and creativity
- Collaboration and teamwork
- Culture of diversity and inclusion
- Communication that empowers and fosters openness
- Accountability and excellence in service and programming
- Atmosphere of continual learning
- Culture of sustainability

Goals

- Serve as the information and learning hub for the campus by providing quality information services, technology, resources and learning environments.
- Build, organize, preserve and make accessible print, electronic and unique collections that support the University's mission and programs.
- Partner with faculty to develop learning tools and instructional technologies so that information literacy and research skills are integrated into the curriculum.
- Enhance the research mission of the University by collaborating with faculty to develop resources and create content.
- Create a safe and inclusive environment by strategically embracing and enhancing diversity throughout the University's constituencies, culture, curriculum and outreach activities.
- Provide leadership on campus and beyond on scholarly communication issues by promoting open access and other new publishing models through programming and resource development.
- Engage with community partners to provide programs and resources that enhance the life of the University and community and build long-term support for the Libraries.

Unit Objectives:

Objective 1: Improve and enhance access to excellent print and online resources in order to support the curriculum and research programs at UNCG.

Measure1.1: Number of e-book checkouts

Finding 1.1: Number of e-book checkouts

Target: Increase checkouts by 3%

Finding Status: Exceeded

Description and Analysis:

E-book checkouts increased 26% from 167,525 in 2013-14 to 211,961 in 2014-15. Cataloging staff made improving our holdings information in WMS a priority this year which likely led to the increase.

Measure 1.2: Number of document views of digital projects

Finding 1.2: Number of document views of digital projects

Target: Increase document views by 3% over 2013-14

Finding Status: Not Met

Description and Analysis: Page views dropped 20% from 2013-14 (1,331,814 to 1,060,748). We moved our digital resources to a new platform in 2014-15 and interface changes were made. We believe this

accounts for the drop in page views and how they're recorded. We will work on better metrics for 2015-2016.

Measure 1.3: Number of items in Digital Public Library of America (DPLA)

Finding 1.3: Number of digital items in DPLA

Target: Over 30,000 items in DPLA; establish as baseline.

Finding Status: Met

Description and Analysis: 31,077 items were included in DPLA which will serve as a baseline figure. Inclusion in DPLA promotes our resources worldwide.

Objective 2: Expand the learning spaces, services, staff expertise and technology in order to serve as the information hub at UNCG.

Measure 2.1: Amount of collaborative space added

Finding 2.1: Number of collaborative spaces added

Target: Add 6 new collaborative spaces in DMC and Tower floors

Finding Status: Met

Description and Analysis: We recovered 2 collaboratories and an editing room in the Digital Media Commons on the lower level that were previously reserved by the Digital Act Studio. We added 4 open collaboratories on Tower 3 which are available 24/5. All the above spaces have computers and screens may be reserved by UNCG students, faculty and staff using the scheduler on the Libraries' home page.

Measure 2.2: Number of seats added for instructional space

Finding 2.2: Number of Instructional seats added

Target: Add 40 seats with construction of new instruction lab in the Superlab area

Finding Status: Met

Description and Analysis: A 40-seat instruction lab in the Super Lab was completed in August 2015 to add to the 25-seat CITI lab constructed 21 years ago. This new lab will enhance our instruction program greatly by having a room to accommodate larger classes and being able to schedule more than one class at a time in the Library.

Measure 2.3: Number of quiet spaces added

Finding 2.3: Number of quiet spaces added

Target: Add 16 new quiet rooms in the Tower

Finding Status: Met

Description and Analysis: 15 Faculty Research Rooms on Tower Floors 5 and 6 are in the process of being converted to reservable space by students for quiet study. They will be ready by September 2015. Added to 7 rooms on Tower 2 that were converted in 2013 we now have 22 total rooms primarily for quiet study. Surveys indicate that quiet study spaces are in demand.

Objective 3: Expand and promote the Libraries' role as a teaching library in order to participate actively in improving student and faculty success

Measure 3.1: Number of courses where information literacy is assessed

Finding 3.1: Number of information literacy sessions assessed

Target: Assess 20% of sessions

Finding Status: Met

Description and Analysis: 20% of sessions were assessed in 2014-15 using tools such as one minute papers, polls, worksheets, rubrics to evaluate student work and quizzes.

Measure 3.2: Number of information literacy sessions using SCUA materials

Finding 3.2: Number of information literacy sessions using Special Collections Materials

Target: At least 50 sessions. This is a baseline since we haven't recorded this measure before.

Finding Status: Exceeded

Description and Analysis: 67 sessions provided. These classes included a wide variety of subject areas including History, English, Gender Studies, Music, Library and Information Studies and African American Studies.

Objective 4: Expand systems and services in order to promote scholarly communication and open access initiatives.

Measure 4.1: Number of stipends awarded for Open Educational materials

Finding 4.1: Number of faculty stipends awarded for Open Educational Materials

Target: Provide 10 stipends

Finding Status: Met

Description and Analysis: Awarded 10 stipends from 25 applications. The Office of the Provost and the University Libraries are joining together to support faculty interested in providing their students with a less expensive yet educationally rewarding alternative to expensive commercial textbooks. The high cost of commercial textbooks (print and electronic) is a major concern for both students and their parents. The Open Education “Mini-Grants” Initiative, encourages instructors to use low-cost or free alternatives to expensive course materials; these can include open-access scholarly resources, library-licensed and owned resources, and learning objects and texts that faculty create themselves.

Measure 4.2: Number of sessions for faculty on scholarly communication issues.

Finding 4.2: Number of sessions for faculty on scholarly communications

Target: 2 sessions

Finding Status: Exceeded

Description and Analysis: 7 sessions were provided in 2014-15:

A Faculty Forum during Open Access Week in October 2014 with Nicole Allen, Director of Open Education for the Scholarly publishing and Academic Resources Coalition was the speaker. A panel of UNCG students, faculty and staff also spoke.

Two Open Educational Resources workshops held to provide information for faculty applying for the OER stipends

The Assistant Dean for Collection Management and Scholarly Communications and liaisons visited faculty and graduate students in five departments.

Objective 5: Enhance collaborations with campus and external partners in order to increase development opportunities and provide artistic, economic and cultural opportunities for UNCG and the region

Measure 5.1: Number of contacts by development officer

Finding 5.1: Number of donor contacts

Target: Increase by 3% from 2013-14

Finding Status: Not Met

Description and Analysis: Development statistics are calculated on the calendar year rather than the academic year. The number of contacts did not increase for the calendar year due to specific campaigns on campus.

Measure 5.2: Number of new Jackson Society members

Finding 5.2: Number of new Jackson Society Members

Target: Add 4 new members

Finding Status: Exceeded

Description and Analysis: 11 new members added. The Jackson Society is made up of donors who contribute at least \$1,000 annually to the University Libraries.

Measure 5.3: Number of grant applications and awards

Finding 5.3: Number of grant applications and awards

Target: Apply for 2 grants

Finding Status: Met

Description and Analysis: Applied for and obtained 2 grants:

A \$19,876 Literacy and Lifelong Learning Grant from the Library Services and Technology Act (LSTA) to Special Collections and University Archives. Funds will be used to provide training for North Carolina public school teachers to incorporate primary sources into the high school and middle school curriculum. A \$23,522 grant from the Institute of Museum and Library Services (IMLS) Sparks! Ignition Grants For Libraries to the Digital Projects Unit in collaboration with the Greensboro Hayes-Taylor YMCA. Funds will be used to digitize materials about Greensboro history for the Libraries' Community Collections digital repository.

Objective 6: Enhance and improve staff rewards and recognition and communication in order to foster a culture of transparency and support.

Measure 6.1: Establish a task force to examine new ways to reward and recognize staff

Finding 6.1: Number of new reward opportunities for staff

Target: Establish a task force to examine additional ways to reward and recognize staff.

Finding Status: Partially Met

Description and Analysis: The task force was established and met but no new programs for staff recognition were developed. The task force will continue to meet and work on initiatives.

Measure 6.2: Establish task force to examine "Behind the Stacks," the Libraries' internal communication system.

Finding 6.2: Establish a Behind the Stacks task force

Target: Establish a BTS task force to examine how this communication venue can be improved and enhanced.

Finding Status: Met

Description and Analysis: A task force was established in spring 2015. They worked all summer to upgrade Behind the Stacks. Libraries supported training for task force on the Sharepoint software used for BTS. Updates were launched fall 2015.

2015-2016 Action Plan Based on Findings from 2014-15.

The Provost wants the Libraries to be a leader in Open Education Resources within the state. We will assess the OER mini-grant program and determine if it should be continued. We will also leverage the Libraries' purchases of large eBook packages to eliminate the need for some student purchases.

We conduct much assessment of information literacy sessions. In 2015-16 we will expand authentic assessment of student work and refine our reporting of information literacy assessment so that we can provide good evidence of our impact on student learning. We will also provide information literacy stipends for faculty to integrate information literacy into their course and assess the results.

The Libraries are committed to digitizing unique resources to make them available to the world. We will continue our efforts in this area by seeking grants and refine our usage reporting system to gain accurate data.

Recognizing staff and providing opportunities for them is a priority. This year we will focus on providing opportunities for our staff to become more engaged in the community and continue developing new ways to recognize staff for their work. We will also evaluate staffing priorities and needs to ensure that we have support for new initiatives.

Providing learning spaces for both collaborative and individual work is an important aspect of our mission. In spring 2015 we held a staff "Idea-Thon" to gather ideas for renovating the first floor Reading Room. In fall 2015 we will conduct student focus group to gain their input and then purchase new furniture and make other changes to enhance the area's effectiveness. We will also conduct assessment to

inform developing a collaborative space in the lower level of the Harold Schiffman Music Library. And, we will complete the quiet study spaces on Tower floors 5 and 6.

Part 3 – Library Achievements

Staff Recognition

Ann Perdue was honored by the University Libraries when she became the 17th recipient of the annual Staff Service Award. Ann began working in the University Libraries in 1994, but she has also worked in other areas at UNC Greensboro. She has worked in Jackson Library continuously since 2007.

New Employees

Dallas Burkhardt – University Library Technician – Effective November 25, 2014

Nicklaus McCollister – University Library Specialist – Effective August 11, 2014

Juanita Thacker – University Library Technician – Effective December 1, 2014

Resignations

Elisabeth Filar Williams, Professional Librarian - Effective January 5, 2015

Retirements

Robert Clair, University Library Technician – Effective October 31, 2014

Susan Hendrickson, University Library Technician – Effective May 29, 2015

Cynthia Zaruba, University Library Technician – Effective – August 31, 2014

Part 4 – Significant Achievements

Rosann Bazirjian serves as an elected delegate of the OCLC Global Council. She also serves on the TALA Paraprofessional Conference Planning Committee and served on the Galileo/Shakespeare Project Steering Committee. She is the Member Representative for the Coalition for Networked Information. Rosann facilitated a session at the 2014 Conference for Entrepreneurial Librarians titled “Innovation Program Award: Transformative Experiences” with the past UNCG awardees of the Innovation Program Grant.

Beth Bernhardt was the Program Chair for the 2014 Charleston Conference and the Co-Editor of the Charleston Conference Proceedings. She presented at ALA Mid-Winter in Chicago, Illinois on supporting open access publishing and planning for budget cuts. Beth is on six national library advisory boards. Beth served as chair of the ALCTS CMS Planning Committee, a division of American Library Association. She was also elected to Chair the ALCTS CMS Committee starting in 2016. Beth organized the Faculty Senate Scholarly Communications Forum for the fall of 2015. With support from the Provosts Office, Beth set up an Open Educational Resources mini grants initiative program to provide faculty support for lowering the cost of their classroom textbooks.

Kathy Bradshaw is the Human Resources Librarian and has responsibility for human resources issues including recruitment, staff development and employee relations. She is also responsible for sensitive confidential human resources issues such as employee benefits questions and disciplinary actions. During 2014-15, recruitment involved 6 employment vacancies throughout University Libraries; 2 librarians and 4 non-librarian positions. Kathy served as Chair of the University Benefits Committee for 2014-2015 and is also the Affirmative Action Officer for University Libraries. She is a member of the Libraries ‘Administrative Advisory Group. Kathy serves as the chair of the University Libraries Service Award and newly created Rewards & Recognition committee, and is a member of the Diversity and Staff Development Committees. She is a member of the American Library Association’s Library Leadership and Management Association (LLAMA) Staff Development and Special Libraries Association. Kathy was a co-presenter for “Leading from the Middle: Are You Ready?” at the Southeastern Library Association Conference held in Augusta, Georgia. She also presented “Lite Project Management for Librarians” at the North Carolina Library Association Leadership Conference.

Terry Brandsma chaired the Integrated Library System Committee and served on the Library Website Advisory Committee, the Peer Evaluation and Tenure Committee, and the UNC-wide Automation & Networking Committee. Terry is one of the four WMS Community Leadership Team Co-Chairs, is on the WorldCat Discovery Services Advisory Group, and served on the 2015 East Coast WMS Users Conference planning team. Much of his work this past year involved a comprehensive review of the Libraries’ website with a Real Learning Connections LIS graduate student, and reporting the usability study results which guided the website redesign during the summer of 2015. Terry also supported several library departments with WMS Analytics reporting, Qualtrics surveys, and MaxBulk Mailer email distribution. He contributed two conference presentations, one poster session, and 1 online workshop presentation. He also attended three professional conferences and 19 professional seminars and workshops.

Tim Bucknall served on NC LIVE's Librarians Council and Resource Advisory Committee. After significant changes in NC LIVE resources pushed OCLC, Learning Express, and EBSCO deals to the Carolina Consortium, Tim successfully negotiated these deals and opened the consortium to public libraries for the first time. As Founder and Convener of the Carolina Consortium, Tim helped 180 libraries save approximately \$300 million last year. For his efforts, Tim was given the UNC SILS Distinguished Alumni Award.

Linda Burr had a very successful year for the Jackson Society with four major events to help recruit, cultivate and solicit members. They included (1) a trip to the Hunt Library in Raleigh, (2) an evening

with Margaret Maron and Nancy Pickard (3) holiday event in December at the home of Leigh and Carl Seager (4) Members' Choice Event in May. We were able to retain 26 Jackson Society members and get 11 new members from January – December. Twelve out of 20 Friends of the Libraries board members are Jackson Society members. The Women Veterans Project was supported by a \$15,000 gift from Charlotte Clinger, \$1000 from Scottie Hudson and \$2,000 from Alice Fairbrother. All are 1965 alums and veterans. The Coble fund was completed after 6 years with a gift from the office of Congressman Coble for \$35,000, making the final number around \$90,000. Joyce Calloway, a former security guard at Jackson Library, gave \$5000. Pam and David Sprinkle documented a second 5 year pledge for \$25,000 for the Pam and David Sprinkle Children's Author and Storyteller Series. A class of 1965 graduate documented a \$73,000 will bequest for the libraries as did Clint and Terri Jackson with a \$15,000 will bequest for acquisition and preservation in honor the Jackson Family. They plan to pay it down during their lifetime with \$1000 per year to the Jackson Society. Other achievements include coordinating a successful African American Reunion Session with Gerald Holmes with classes 1965, 1969, 1970 and chairing the newly established Development Advisory Committee.

Armondo Collins was officially named Head of Digital Media Commons. He moved into the position after serving as interim department head for a year. The DMC expanded its service potential in 2014-2015. This was accomplished by the addition of new staff, expanding services, and enhancing the physical space. In 2014-15, a third full-time staff position, filled by Michael "Laath" Martin. This third position allowed the department to broaden the scope of services to include more workshop instruction sessions and digital design assistance to University Libraries staff. The DMC was enhanced as a space by building a video production lab that allows for filming, photography, and audio editing in one location. The Digital Design Lab was also added which gives student patrons hands-on access to 3D printing and amateur electronics technology. These improved spaces should improve user's experience in the DMC.

Anna Craft was appointed as one of three United States representatives to OCLC's Global Metadata Advisory Group, a fourteen-person international working group. She also served as a Faculty Senator at UNCG and Vice Chair/Chair-Elect of the Resources and Technical Services Section of the North Carolina Library Association. Anna published a review in North Carolina Libraries, and, with co-authors David Gwynn and Kathelene McCarty-Smith, had the article "Uncovering Social History: An Interdepartmental Approach to Scrapbook Digitization" accepted for publication in American Archivist. Anna presented the session "Research Data Support at UNCG: a Metadata Perspective" during the ALCTS virtual pre-conference series at the American Library Association Annual Conference. This virtual series set an attendance record for ALCTS. She also delivered presentations at the CONTENTdm Users Group Conference in Baltimore, Maryland; NISO's virtual conference on "Using the Web as an E-Content Distribution Platform: Challenges and Opportunities"; and several local sessions on NC DOCKS.

Steve Cramer continues to co-teach MKT 426, International Marketing (the "Export Odyssey" class) along with Professor Williamson. They and Jenny Fulton of Miss Jenny's Pickles were featured on the UNCG homepage in September 2014, and the same story was the featured picture on <http://www.uncg.edu/academics/> for all of 2014-15. Steve is a Coleman Entrepreneurship Fellow and teaches ENT/GEO/LIS/MKT 530: Researching Opportunities in Entrepreneurship & Economic Development in the spring semester. He serves as the Assistant Director of the UNCG Coleman Fellows Program. Steve was awarded the national PrivCo Prize for Excellence in Business Librarianship for 2015. Steve and Lynda Kellam presented at the ACRL National Conference in Portland, Oregon. He and Professor Welsh presented at the Coleman Fellows Annual Summit in Chicago. Steve and Professor Williamson wrote a chapter "Export Odyssey and the Single Individual as the Scale-Economic Size of the U.S. Exporting Firm" for the 2014 book Global Entrepreneurship.

Kathryn Crowe worked with several colleagues to help plan renovations to the lower level of Jackson Library and also to develop a new 40-seat instruction lab in the Superlab. She compiled the Libraries' Compliance Assist report which forms the basis of one section of the Libraries' annual report. She chaired the Libraries' Assessment Team in the Libraries and participated in several projects including a consultation assessment pilot and an assessment of student work in a History 511 capstone course. Kathryn represents the Libraries on the UNCG Institutional Effectiveness Committee and serves as faculty advisory to the Student Libraries Advisory Council. She also served as one of UNCG's representatives to the UNC Faculty Assembly. She is on the Editorial Board for the Journal of Learning Spaces and the Advisory Board for the Advances in Library Administration and Organization Series. In the area of scholarship, Kathryn provided several presentations at the regional, national and international level including: "Well Begun is Half Done: Developing Outcome Statements" at the Empirical Librarian and at a BLINC meeting (with Amy Harris Houk); "The Library and High Impact Educational Practices: Collaborating for Student Success" at the ACRL National Conference; three presentations at the 2014 Library Assessment Conference: "Building Effective, Sustainable, Practical Assessment: Sustaining an Assessment Mentality to Navigate Library Space Planning" (with Mike Crumpton), "Defining the Libraries' Role in Research: A Needs Assessment Case Study" (with Mike Crumpton) and "Libraries and Student Success: A Campus Collaboration with High Impact Educational Practices; From Collections to Engagement: The Changing Role of Liaison Librarians at the Global Perspective", Academic Library Directors Forum in Shanghai, China.

Mike Crumpton completed work on his second monograph, Strategic Human Resource Planning for Academic Libraries, which was published in July of 2015. He also led the team that facilitated a second successful cohort of the North Carolina Library Association's Leadership Institute and won election as incoming VP/President elect for NCLA, effective October 2015. This year Mike's presentations included; a panel discussion at the American Library Association's annual conference, sponsored by the ACRL Interest Group which he convened, a presentation with Jason Alston at Association of Library and Information Science Educators, a presentation at the North Carolina Society for Human Resource Managers and a presentation with UNCG's Director of Space Management at Society of College and University Planners. Internally, Mike led the project on the expansion of Jackson Library's lower level to remodel the remaining area and modify the SuperLab on the first floor to include a larger instructional lab for library use.

Jenny Dale represents the Libraries on a number of campus committees, including the Student Learning Enhancement Committee and the Kecker First-Year Common Read Programming Committee. At the state level, Jenny serves as the Vice-Chair of the North Carolina Library Association's Technology and Trends Round Table and as Co-Chair of NCBIG, the library instruction interest group. When she is not coordinating the Libraries' First-Year Instruction Program, Jenny works closely with the English Department as their library liaison, and works with Amy Harris Houk to provide liaison support to Communication Studies. She serves as the Instruction Team leader and on the Humanities Subject Team. Jenny also continues to serve as one of the coordinators of the Jackson Library Reference Intern program, a selective program for Library and Information Studies graduate students. Last year she published two book chapters (one co-authored) and presented at one national, two regional, and one state conference.

Sarah Dorsey presented on Ecomusicology at UNC Asheville ("North Carolina Musical Responses to Coal Ash and Fracking"), the UNCG Sustainability Film and Discussion Series at AASHE in October, and on Louise Talma at a symposium honoring her colleague, the late Irna Priore in November. Sarah won residencies at the Virginia Center for the Creative Arts and at Wildacres Writing Workshop this year with continuing work on the biography of composer, pianist and pedagogue Louise Talma (1906-1996). Sarah received three awards: The Thomas Berry Award from the Greensboro Public Library for sustained efforts in environmental work, a UNCG Sustainability Faculty Fellow award (both primarily for the film and discussion series), and the 2014-2015 WGS Linda Arnold Carlisle Grant for her writing on Louise Talma. A concert celebrating this event is in the works as is her Spring Semester 2016 Research Assignment planned to finish the first draft of her book.

Orolando Duffus' first year as the Diversity Resident Librarian has been productive and rewarding. He served on the Administrative Advisory Group, Social Sciences Liaison Team, Diversity Committee, Electronic Resource and Distance Education Librarian Search Committee and the Intern Search committee. Orolando devoted significant time to promote the libraries collections and services through information literacy instructions in Bryan School of Business, the creation of the Diversity and Global Engagement in Jackson Library and the exhibition of library materials at the 33rd International Festival. He created a pre/post-testing tool to assess the growth and development of the interns throughout the program. During the past year, he delivered presentations including a panel discussion at the American Library Association annual conference in San Francisco; his poster entitled "The Library as an Incubator of Anti-discrimination and Multicultural Engagement," won first place. He also delivered a virtual poster session at the biennial Association of College & Research Libraries conference.

Christine Fischer was a co-presenter for two presentations at the 34th Annual Charleston Conference: "Realizing Potential: Innovation beyond the Cliché" and "You've Licensed It. Now What?" and she co-wrote the papers for each session for publication in the Charleston Conference Proceedings. She co-presented a YBP webinar, "GVRL+GOBI: Delivering Authoritative Reference Content on Gale's Award-Winning Platform" and served on the webinar panel for "ASERL Members' Experiences with Kanopy Streaming Video." Fischer was selected to participate in the UNC Greensboro 2015 Leadership Institute. She served as co-chair of the planning committee for the North Carolina Serials Conference.

Keith Phelan Gorman had a very busy year as the department head of Special Collections and University Archives. For example, his department increased its class sessions from 72 in 2013/2014 to 99 in 2014/2015. In the area of community outreach, Gorman led an initiative to survey the needs of middle school and high school English and History teachers in the Piedmont Triad. Building on the survey's findings, Gorman submitted and received a LSTA Literacy and Lifelong Learning Grant (to promote teaching with primary sources). Additionally, Gorman has sought out partners in the development of North Carolina community literary walking tours (designed for mobile devices). In the area of scholarship, Gorman has published two book chapters, a paper for a conference proceedings, and a book review. He also presented papers at both a national conference and an international conference

Cathy Griffith completed the 2014/15 UNCG Leadership Institute in November. She presented as part of a panel at entrelib: The Conference for Entrepreneurial Librarians and attended the Access Services Conference, ILLiad International Conference, OCLC Members Forum, WorldShare Management East Coast Users Gathering and the NC Interlibrary Loan and Document Delivery Conference.

David Gwynn completed seven new projects including the MSS scrapbooks and cello music collections, *Urban Development in Greensboro*, and *Campus Theatre Productions*. He was involved with five ongoing projects, including the migration of the *Women Veterans Historical Project* into CONTENTdm. He worked with Stephen Catlett on the IMLS-funded *Hayes-Taylor YMCA DGH*e* Explorers* project, and with Tim Bucknall and Richard Cox on the new Digital Partners grant program. David attended five professional conferences and made presentations at four, notably at the RBMS conference in Oakland. He had one article accepted for publication in *The American Archivist* with Anna Craft and Kathelene Smith and has two in review for other publications. He served as managing editor for *The Journal of Backcountry Studies* and *Proceedings of the Conference for Entrepreneurial Librarians*. David also served as an adjunct faculty member in the LIS Department and supervised one practicum student and one independent study.

Paul Hessling coordinated all local arrangements for five day NACO training at UNCG. He serves as the NACO liaison with our training institution (University of North Carolina at Chapel Hill), reviews all authority records for the University Libraries, and is the NACO contact with the Library of Congress and the Program for Cooperative Cataloging. He also posts on the American Trade Bindings and Beyond Cataloging Dept. blog.

Gerald Holmes served on the Chancellor's Advisory Committee for the Office of Equity, Diversity and Inclusion. During the 2015 Conference on African American & African Diasporic Cultures & Experience (CACE), Gerald moderated the CACE panel, "Black Masculine Identity" and moderated the career exploration table discussion during the CACE Career Luncheon. Gerald served as the Chair of the Libraries' Diversity Committee. He served as a Co-Principal Investigator for the Third ACE Scholars program grant that received \$442,063 from the Institute of Museum and Library Services (IMLS) Laura Bush 21st Century Librarian Program (2013-2014). Gerald was named the American Library Association 2014 Achievement in Library Diversity Research Honoree for his contributions to the library profession and his promotion of diversity within it. Gerald served on the 2015 North Carolina Library Association (NCLA) Biennial Conference Planning Committee (Local Arrangements Committee Co-Chair) in Greensboro, NC, October 20-23rd.

Amy Harris Houk has a number of service appointments this year, including Faculty Senate and General Education Council, where she serves both as Library representative and Faculty Senate liaison. She serves on the Editorial Board for the Multimedia Educational Resource for Learning and Online Teaching (MERLOT), where she completed five peer reviews. She served as a Director-at-Large for the North Carolina Library Association, serving as Interim Secretary when the Secretary resigned mid-year. She serves as library liaison to Media Studies, Religious Studies, Philosophy, and Communication Studies (with Jenny Dale). She also serves as co-coordinator of the Jackson Library Reference Intern Program, hiring, training, and evaluating graduate student interns who staff the Library's reference desk. She published two co-authored scholarly articles and presented at three regional conferences.

Lynda Kellam served as the program co-chair for the IASSIST annual conference in Minneapolis, Minnesota in addition to serving on the IASSIST Administrative Committee. She received the NewsBank/Readex/GODORT/ALA Catharine J. Reynolds Research Grant for the webinar series "Help! I'm an Accidental Government Information Librarian", which will broadcast its 50th webinar in September 2015. At UNCG, she served as the Chair of the Faculty Teaching & Learning Commons Advisory Board spearheading an initiative to revive the defunct Faculty Scholarship Fund for juniors and seniors. She presented at three regional conferences, one national conference, and one international conference, and is co-editing a book on data librarianship with ACRL Publications.

Beth Ann Koelsch worked with the Digital Projects Team to move the Women Veterans Historical Project (WVHP) website from the ERIT constructed in-house site to one on a CONTENTdm platform. She organized and coordinated the annual Women Veterans Luncheon on November 8 at which over 85 women veterans, student veterans, family, friends, and community members attended. Beth Ann collaborated with the UNCG Veteran Resource Center, the UNCG Student Veterans Association, and the campus Veterans Day Planning Committee to enhance the visibility of the WVHP with current students, the university, alumni and the local community. She designed and taught three class sessions about using relevant WVHP materials and a class session at Greensboro College about post-2001 women's military service. She co-presented a refereed paper about the WVHP website migration at the CONTENTdm Users Group Conference in Baltimore, Maryland. She designed and mounted five on-campus exhibits, contributed to exhibits for one other campus exhibit, and created displays for departmental tours. Koelsch promoted the Women Veterans Historical Project and University Libraries by giving five presentations to community groups. Finally, she accessioned fifteen new collections, including eleven oral histories, and two additions, to existing collections to the WVHP, as well as processed and described eleven collections, and wrote two finding aids.

Mary Krautter is Head of Research, Outreach and Instruction and coordinator of Library Liaisons and is a library liaison to Specialized Education Services and Women's and Gender Studies. She also supports the citation management systems EndNote and Zotero. She currently serves on the University's Research Policies Committee, the UNCG Teaching Excellence Awards Committee and the WGS Curriculum Committee and on several library committees. Mary currently serves as Treasurer of the NC Chapter of Special Libraries Association and as a member of the Chapter's Executive Board. In

2015, she co-presented a workshop and also a presentation on the subject of entrepreneurial librarianship for the Gulf Coast Chapter of Special Libraries Association in Abu Dhabi, the United Arab Emirates.

Erin Lawrimore oversaw the continued growth of University Archives, including launching a web archiving program to preserve the University's online presence, building capacity to manage born-digital records, and increasing outreach through social media. She served the profession through the Society of American Archivists, working as an appointed member of the Committee on Public Awareness and the Joint Working Group on Issues and Awareness and as an elected member of the Reference, Outreach, and Access Section steering committee. She continued as editor of *Archival Practice* and managing editor of *Provenance*. She presented at meetings of the Society of American Archivists, the Society of Georgia Archivists, and the Conference for Entrepreneurial Librarians. She published a peer-reviewed research article, two book reviews, one web resource review, one non-reviewed professional article, and numerous Spartan Stories blog posts. She also taught as a lecturer for San Jose State University's School of Information.

Lea Leininger completed her term as continuing education chair for the Association of North Carolina Health and Science Libraries (ANCHASL). She continued to serve as the Team Leader for the UNCG University Libraries Science Librarian Team. She presented at local and national conferences, including the Medical Library Association Conference in Austin, Texas. She also expanded her liaison librarian assignments to include kinesiology, in addition to communication sciences and disorders, genetic counseling, nursing, nutrition, and public health education.

Barry Miller, Director of Communications and External Relations, conceived and executed two new program series this year. The first, "Margaret Maron Presents Women of Mystery" will be an annual series. It kicked off in October with a visit from Margaret and her colleague Nancy Pickard. Barry also developed the "What Is College For?" series featuring two outstanding external speakers and one documentary film. He served on the Selection Committee for Greensboro's One City One Book series, and as Secretary and Board member of Bookmarks, which produces the annual book festival in Winston-Salem and other programs. He continued coordinating the Children's Book Author and Storyteller Series (Doug Elliott), the Friends of the UNCG Libraries Dinner (Kathy Reichs), author events with Charlie Lovett and Beth Macy, and five sessions of the Friends Book Discussion series. He continues to enjoy telling the library's story by writing and distributing almost 100 stories about the libraries and its people, resources and programs.

Jennifer Motszko oversaw the processing of 90 linear feet of manuscript materials this year. She acquired the final transfer of materials for the Congressman Howard Coble Papers, comprising an additional 127 linear feet. Additionally, she received five new collections of manuscript materials and two additions to collections, totally 50 linear feet. She taught 13 class sessions on the use of primary sources and archival research, gave one historical walking tour of campus, one individual departmental tour, one exhibit tour, and assisted with two 'Tea & Tours' of SCUA. She presented at two professional conferences, one at the state level and one at the international level. She supported the profession through involvement in the Society of North Carolina Archivists (SNCA) and the Society of American Archivists (SAA). Served as the Nominating Committee Chair for SNCA and served as the Key Contact for SAA members in North Carolina.

Mac Nelson published at the international level, a review of George Kennaway's "Playing the Cello, 1780-1930", the third in a series of cello-related reviews he has contributed to *Fontes Artis Musicae*, the quarterly journal of the International Association of Music Libraries (IAML). At the national level, Mac served the Music Library Association (MLA) as the Educational Outreach Program Subcommittee Liaison to the American Library Association (ALA Editions). In this capacity he coordinated a series of webinars on cataloging musical formats in Resource Description and Access (RDA). For the University Libraries, Mac served as Chair of the Program Enrichment Grant Committee, continued to lead the Multiformats Cataloging Team, and served as Secretary of the Library Faculty. He also collaborated regularly on outreach projects with colleagues in Special Collections and University Archives, including

presentations on how detailed metadata in cataloging records enhances the online visibility of the Cello Music Collection.

Mark Schumacher successfully coordinated our SOAR tour activities, reaching over twice as many visitors than in the previous year. He published an article in *Ex-Libris*, a quite respected journal in the book arts. He was selected to represent UNCG at this fall's upcoming triennial conference of Phi Beta Kappa.

Part 5 – Active Committees/Teams

Administrative Advisory Group

Charge: To coordinate the efforts of the University Libraries across units/departments and to facilitate communication by bringing together unit/department heads on a regular basis. The Administrative Advisory Group advises and provides recommendations to the Dean of University Libraries and the administrative team on issues related to policy and procedures.

Membership:

Rosann Bazirjian, Chair	Michelle Courtney	Christine Fischer	Barry Miller
Beth Bernhardt	Kathy Crowe	Keith Gorman	Melvina Ray-Davis
Kathy Bradshaw	Michael Crumpton	Cathy Griffith	
Tim Bucknall	Sarah Dorsey	Gerald Holmes	
Mary Jane Conger	Orolando Duffus	Mary Krautter	

Art Committee:

Charge: The Art Committee shall maintain a current inventory of the University Libraries' art and artifacts, and make recommendations about the placement and conservation of these items. It shall also play a consulting role in promoting the existing art collection and in acquiring any future purchases.

Membership:

Kathelene Smith, Chair	Ann Perdue
Michael Crumpton	Cathy Rothermel
David Gwynn	Carolyn Shankle

Assessment Team

Charge: The University Libraries Assessment and Institutional Effectiveness Team will coordinate assessment efforts of the University Libraries to ensure that useful data and qualitative information is available for accountability, strategic planning and improvement of the Libraries' services and resources. The team will also develop an integrated framework for institutional effectiveness within the Libraries and monitor institutional effectiveness initiatives which have contributed to modifying or improving programs and/or services after assessing, analyzing and using results of assessment. The team's activities will include:

- Developing an assessment plan for the Libraries
- Coordinating all data collection in the Libraries
- Planning and implementing assessment activities, both qualitative and quantitative
- Developing a portal so that data and assessment reports are available online
- Coordinating assessment training for library staff
- Providing reports for the Libraries, University Administration and others as needed
- Promoting a culture of assessment in the Libraries
- Coordinating with other library groups involved with assessment (e.g. usability group, information literacy)
- Coordinating with appropriate campus offices involved with assessment such as the Associate Provost for Planning and Assessment Office and Institutional Research.
- Keeping informed about trends in assessment.
- Providing an annual report of assessment and institutional effectiveness activities.

Membership:

Kathy Crowe, Chair	Amy Harris
Agnes Kathy Bradshaw	Lynda Kellam
Michael A. Crumpton	Erin R. Lawrimore
Christine Fischer	

Behind the Stacks Committee

Charge: Behind the Stacks (BTS) is a communication tool which provides a variety of information to the staff of the UNCG University Libraries so that they may be informed about Library matters. BTS includes a blog that announces events, policies, important deadlines and other timely information. Additional blogs listed on the BTS provide information about the Libraries' departments, Friends of the UNCG Libraries and other relevant topics. BTS will provide a place to post and archive library committee records and other committee documents. Using the BTS platform enables the Libraries to keep this vital information in one location.

The Committee will:

- Provide oversight and maintenance of the site
- Provide training to Libraries staff
- Promote the use of BTS to Libraries' staff
- Determine the design, look and feel of BTS
- Communicate with Library Administration and AAG
- See input from Libraries' staff about site usability

Membership:

Kathy Bradshaw, Chair

Michelle Courtney

Cheryl Cross

Collection Management Team

Charge: The Collection Management Committee is a standing committee of the University Libraries faculty charged with responsibility for identifying and evaluating objectives, priorities, and procedures for collection management including de-selection and preservation issues; recommending materials budget allocations and ensuring those allocations are spent in a responsible manner; formulating collection policies, updating collections, and deselecting materials in consultation with teaching faculty; developing and implementing plans and procedures for systematic liaison activities with academic departments; advising the Assistant Dean for Collection Management and Scholarly Communications; fostering the exchange of information among librarians with collection management responsibilities; and promoting staff development in collection management. More specific functions may be delegated to standing subcommittees and limited-term task forces.

Membership:

Beth Bernhardt, Chair

Tim Bucknall

Christine Fischer

Karen Grigg

Mary Krautter

Jennifer Motszko

Nancy Ryckman

Development Advisory Committee

Charge: Development and philanthropic activities play a very important role in the success of the UNCG University Libraries. The Development Advisory Committee is an advisory committee whose members become informed about how development works with the goal of serving as ambassadors for development and promoting a case for giving to the University Libraries. One of the primary expectations of the committee is that it understands and promotes a culture of philanthropy within the UNCG Libraries.

The committee will work with the Development Office and Library Administration to:

- Provide advice regarding development goals
- Improve communication with library staff about fundraising activities
- Learn more about fundraising and development
- Provide feedback on development possible initiatives
- Suggest strategies for cultivating, soliciting and stewarding donors
- Assist in prioritizing proposed initiatives and activities
- Inform the Development Officer about priorities within the individual units

Members of this committee will serve a two year term. Monthly meetings are expected. Field trips are contemplated to area libraries to see how their development operations work.

Membership:

Linda Burr, Chair
Rosann Bazirjian
Isabella Baltar
Richard Cox
Michael Crumpton
Christine Fischer

Karen Grigg
Mac Nelson
Melvina Ray-Davis
Mark Schumacher
Kathelene Smith

Digital Projects Priorities Team

Charge: Develop and maintain a strategic plan for our digitization initiatives. At least once a year, consider digitization proposals and establish priorities.

Membership:

Tim Bucknall, Chair
Anna Craft
Mary Jane Conger

James David Gwynn
Keith Gorman

Disaster Preparedness and Emergency Planning Committee

The Disaster Preparedness and Safety Committee shall be a standing committee of the University Libraries whose members shall be appointed by the University Librarian. For the purposes of this Committee, “disaster preparedness” is defined as prevention of, preparation for, response to, and recovery from large-scale unexpected disasters (fire, flood, earthquake, mold and mildew, pests, etc.) which threaten the Libraries’ staff, patrons, collections, equipment, and facilities. “Safety” is defined as environmental conditions in the Library that may cause or contribute to physical injury or illness. Medical emergencies, power outages, equipment failures, and criminal behavior that threatens personal security are not within the scope of this Committee.

The Committee shall select its own chairperson to serve for two years. The Committee may invite non-committee members with special knowledge, skills, or interest to serve on various task forces and subcommittees to carry out its work.

The Charge to the Committee is to:

- Recommend appropriate activities relating to safety, disaster prevention, and disaster preparedness, including building inspections and maintenance, fire drills, evacuation procedures, and the posting of emergency signage.
- Communicate needs and make policy recommendations concerning disaster preparedness and safety to Library administration
- Recommend and implement as appropriate staff education activities dealing with Library safety, disaster preparedness and disaster response.
- Establish and train a Disaster Response Team in salvage and recovery operations
- Purchase, store, and maintain the basic supplies necessary for an adequate response to the types of disaster most likely to threaten the University Libraries
- Maintain, revise and distribute the Disaster Preparedness Plan

Membership:

Michael Crumpton, Chair
Marcie Burton
Keith Gorman
Lynn Harris

Ann Perdue
Michael Reeder
Kathelene Smith
Karen Ward

Diversity Committee

Charge: Provide support for diversity programming, outreach and understanding at University Libraries, across campus, and in the profession as a whole:

- Supporting diversity in the curriculum and in other areas across campus.

- Ensuring a library environment that is receptive to both staff and user diversity.
- Oversee the maintenance of the Libraries' Diversity web page (<http://library.uncg.edu/info/diversity/>).
- Creating awareness of diversity by hosting Speakers or Exhibits.

Membership:

Gerald Holmes, Chair	Tiffany Henry (Student)
Agnes Kathy Bradshaw	Norman Hines
Michael A. Crumpton	Erin Lawrimore
Liane Elias	Mark Schumacher
Jackie Gaither	
James David Gwynn	

Elections Committee

Charge: The Elections Committee is responsible for soliciting nominations and for conducting elections for the Officers of the Faculty and for Library and University Committees.

The Elections Committee consists of two members of the Faculty appointed by the Chair of the Library Faculty to serve staggered three-year terms to begin on July 1. To facilitate scheduling decisions and to provide for filling committee vacancies in a timely manner, the Chair of the Library Faculty may serve as a member of the Elections Committee.

Membership:

Jennifer Motsko, Chair
Christine Fischer
David Gwynn

Event Planning Committee:

Charge: Meet to plan and coordinate events related to Libraries activities and events

Membership:

Rosann Bazirjian, Chair	Barry Miller
Linda Burr	Robin Paschal
Keith Gorman	Melvina Ray-Davis

Facilities, Safety and Emergency Planning Committee

Charge: This committee oversees disaster preparedness and safety issues for the libraries with actions related to:

- Recommend appropriate activities relating to safety, disaster prevention and disaster preparedness, including building inspections and maintenance, fire drills, evacuation procedures and the posting of emergency signage
- Communicate needs and make policy recommendations concerning disaster preparedness and safety to Library administration
- Recommend and implement as appropriate staff education activities dealing with Library safety, disaster preparedness and disaster response
- Serve as the Disaster Response Team in Salvage and Recovery operations
- Maintain MDU's (mobile disaster units) for readiness
- Maintain, revise and distribute the University Libraries Disaster Preparedness Plan

Membership:

Karen Ward, Co-Chair	Scott Hinshaw
Laath Martin, Co-Chair	Alaina Jones
Marcie Burton	Ann Perdue
Sarah Caudle	Michael Reeder
Michael A. Crumpton	Nancy Ryckman
Lynn Harris	

Faculty Officers: These officers coordinate and lead annual meetings of library faculty
Christine Fischer, Chair
Mac Nelson, Secretary

Grants Oversight Committee

Charge: The Grants Oversight Committee provides oversight for all grants being considered and will monitor the submission process in addition to accountability for all grants that are received. All grant proposals for the University Libraries would be vetted through this committee in order to:

- avoid duplication of effort,
- ensure that multiple grant proposals for grants that only accept one per institution are not submitted,
- enable a time frame and schedule for grant due dates,
- liaise with the Office of Sponsored Programs

Membership:

Michael A. Crumpton, Chair
Keith Gorman
James David Gwynn

Gerald Holmes
Karen Ward

Green Library Committee

Charge: To identify, recommend, and implement responsible and sustainable practices in all aspects of our institutional culture, including operational activities, academic programs, and community relationships.

Membership:

Sarah Dorsey, Co-Chair
Cheryl Cross, Co-Chair
Dallas Burkhardt
Michael A. Crumpton
Anna R. Craft

Mary Krautter
Ann Perdue
Carolyn Shankle
Beth Filar Williams

Information Literacy

Membership:

Jenny Dale, Team Leader
Amy Harris Houk

Lynda Kellem
Erin R. Lawrimore

Innovation and Program Enrichment Grant Awards Review Committee

Charge: To annually review proposals for one-time funding for projects that will innovatively enhance and expand library services and programs.

Membership:

Mac Nelson, Chair
Mary Katherine Amos
Beth Bernhardt
Jenny Dale

Cathy Griffith
Scott Hinshaw
Anne Owens

Integrated Library System Committee:

Charge: The Committee considers a wide range of issues relating to our integrated library system, including but not limited to:

- Ongoing operation and maintenance of the ILS,
- Operational policies, priorities, and schedules for enhancing and expanding our ILS,
- Effective communication about ILS issues and changes,
- Maintaining awareness of trends and products within the ILS industry, and recommending further investigation of promising alternatives,
- Providing advice and priorities for customization,
- Coordinating with other Libraries committees and groups with the integration of ILS services,
- Benchmarking our ILS against those of other libraries,
- Helping with strategic ILS planning, and

- Providing assistance and advice on training, access, and public relations activities.

Membership:

Terry Brandsma, Chair
 Marcie Burton
 Mary Jane Conger
 Christine Fischer

Cathy Griffith
 Beth Ann Koelsch
 Lea Leininger

Liaisons Group Mission

The mission is to partner with students, faculty and staff to enhance teaching, research and learning and to support the overall mission, values and goals of UNCG Libraries.

Objectives for 2013-14 – (note these should be specific actions that we plan to take in the coming year).

- Evaluate teams in order to develop an effective and sustainable structure.
- Designate a name for new liaison department reflecting the primary department activities.
- Use curriculum mapping to summarize and describe recent and current information literacy and outreach efforts and identify additional areas for development.
- Provide peer professional development opportunities in order to enhance skills and knowledge.
- Develop a consistent plan to provide ongoing resources and services for online learning.
- Establish best practices for embedded librarianship.
- Enhance reporting/descriptions of outreach impact including areas such as curriculum and assignment development, learning community engagement, and embedded librarianship.
- Create a strategic and holistic action plan for planned collection cuts.
- Sponsor Open Access Week and plan other outreach activities in order to improve faculty knowledge of scholarly communication issues.
- Assess reference desk and chat service hours, considering needs and budget constraints.
- Implement desk triage protocol to maximize staff efficiency and match librarian expertise with user.

Scholarly Communications Team

Charge: To develop and disseminate information to the campus about scholarly communications issues. Provide resources and assistance on data management issues.

Membership:

Beth Bernhardt, Team Leader
 Anna Craft
 Kathy Crowe
 Lynda Kellam

Stacey Krim
 Lea Leininger

Desk Team:

Membership:

Nancy Ryckman, Co-Team Leader
 Mark Schumacher, Co-Team Leader
 Jenny Dale

Liane Elias
 Susan Farr
 Nick McCollister

Humanities Liaison Team:

Membership:

Jenny E. M. Dale, Team Leader
 Kathy Crowe
 Sarah Dorsey
 Keith Gorman

Amy Harris
 Gerald Holmes
 Mark Schumacher

Sciences Liaison Team

Membership:

Lea Leininger, Team Leader
Karen Grigg
Jennifer Motszko

Social Sciences Liaison Team

Membership:

Steve Cramer, Team Leader	Amy Harris Houk
Lynda Kellam	Beth Ann Koelsch
Nataly Blas	Mary Krautter
Liane Elias	Nancy Ryckman

Library Web Advisory Committee:

Charge: Advise the Assistant Dean for ERIT and the Dean of University Libraries on issues relating to the home page, overall look and feel, major redesign, or other significant library website changes.

Membership:

Tim Bucknall, Chair	Michael A. Crumpton
Terry Brandsma	Amy Harris Houk
Richard Cox	

Peer Evaluation and Tenure Committee

Charge: The Peer Evaluation and Tenure Committee has primary responsibility for conducting review for reappointment, tenure and post tenure for all full-time, tenure-track library faculty, and advises the Dean of University Libraries concerning those individuals being reviewed for reappointment, tenure and post tenure.

The Committee consists of five members of the full-time, tenured library faculty, elected to staggered three-year terms. After having served a full term, no faculty member will be eligible for re-election to the Committee for one full year.

The Committee develops and periodically reviews the processes and procedures for performance reviews, reappointment review, tenure review and post tenure review, such procedures being reported to and adopted by the Library Faculty, consistent with issued policies and procedures set forth in the Constitution and/or by the Office of the Provost.

The Committee develops calendars for reappointment and tenure review, based upon the requirements of the Office of the Provost.

Membership:

Christine Fischer, Chair	Mike Crumpton, ex officio
Terry Brandsma	Lynda Kellam
Mary Jane Conger	Mac Nelson

Preservation and Disaster Recovery Committee

Charge: The Disaster Preparedness and Safety Committee shall be a standing committee of the University Libraries whose members shall be appointed by the University Librarian. For the purposes of this Committee, "disaster preparedness" is defined as prevention of, preparation for, response to, and recovery from large-scale unexpected disasters (fire, flood, earthquake, mold and mildew, pests, etc.) which threaten the Library's staff, patrons, collections, equipment, and facilities. "Safety" is defined as environmental conditions in the Library that may cause or contribute to physical injury or illness. Medical emergencies, power outages, equipment failures, and criminal behavior that threatens personal security are not within the scope of this Committee.

The Committee shall select its own chairperson to serve for two years. The Committee may invite non-committee members with special knowledge, skills, or interest to serve on various task forces and subcommittees to carry out its work.

- Recommend appropriate activities relating to safety, disaster prevention, and disaster preparedness, including building inspections and maintenance, fire drills, evacuation procedures, and the posting of emergency signage
- Communicate needs and make policy recommendations concerning disaster preparedness and safety to Library administration
- Recommend and implement as appropriate staff education activities dealing with Library safety, disaster preparedness, and disaster response
- Establish and train a Disaster Response Team in salvage and recovery operations
- Purchase and store and maintain the basic supplies necessary for an adequate response to the types of disaster most likely to threaten the University Libraries
- Maintain, revise, and distribute the Disaster Preparedness Plan

Membership:

Beth Ann Koelsch, Chair
Callie Coward
Michael A. Crumpton
James David Gwynn

Paul Hessling
Alaina Jones
Stacey Krim
Darinlee Needham

Ann Perdue
Audrey Sage
Kathelene Smith
Mark Schumacher

Recent Faculty Publications

Charge: To organize and promote the annual event that celebrates UNCG faculty publications of monographs.

Membership:

Christine Fischer, Chair
Jennifer Motszko
Jennifer Ormsby

Anne Owens
Nancy Ryckman

Rewards & Recognition Committee:

Charge: The Committee shall have the responsibility of overseeing and recommending the design and implementation of a rewards and recognition program for the University Libraries that will encourage staff as they contribute to the University. A primary goal of this program will be to provide timely and appropriate recognition and appreciation to employees for their efforts and contributions. In this way, the committee will assist in creating a culture of mutual respect, reward, and recognition for employees at all levels.

The Committee will develop a reward system that recognizes and encourages the efforts of individuals, groups, and departments in achieving the University's mission, vision and values by:

- Identifying the guiding principles of successful rewards and recognition systems.
- Identifying employee needs and preferences regarding rewards and recognition
- Exploring new and existing recognition systems and assessing their usefulness in providing additional value-added options for employees.
- Evaluating options for recognition strategies that can be implemented on both an organization-wide and departmental basis.
- Coordinating with the Staff Development and Social Committee as needed.

Current Recognition Programs:

Staff Service Awards, Years of Employment Recognition, Innovation Grant Award Program, Staff picnic, holiday luncheon.

Membership:

Kathy Bradshaw, Chair
Charley Birkner
Cheryl Cross

Liane Elias
Norman Hines
Cathy Rothermel

Jennifer Motszko

Search Committees:

Charge: Committees charged with vetting candidates for faculty positions to make strength and weakness recommendations to the Dean of University Libraries

Electronic Resources Librarian Search Committee:

Membership:

Mac Nelson, Chair
Terry Brandsma
Lea Leininger
Anne Owens

Service Award Committee

Objective:

The University Libraries Service Award has been established to recognize and reward members of the SPS Libraries' Staff who provide outstanding leadership and service in furthering the accomplishment of the mission of the Library to provide service to students, faculty, staff and members of the community which the University serves. A staff member is eligible for the award after 3 years' employment with the University Libraries.

In addition to the above duties, the Committee will review the guidelines for the award; procedures; when/where the award should be presented; and, if a monetary award can/should be made, the amount. The Committee may also be asked to consider and recommend ways to increase funding for this award. These recommendations are to be submitted to the Dean or her/his designee for consideration. When recommendations are approved, they will be submitted to the staff and faculty for information before implementation.

Membership:

Kathy Bradshaw, Chair
Cheryl Cross
Katherine Nunnally
Ann Perdue

Social Media Committee

Charge: The mission of the Social Media Committee (SMC) is to help personnel who lead social media and marketing initiatives at the University Libraries effectively utilize social media tools to promote the library's resources and services as well as create invested users from our patron base. The SMC goals include:

- Create an inventory of the current University Libraries social media efforts.
- Collaborate with all members to ensure fair and equal coverage of departmental resources and events.
- Benchmark and see what other libraries are doing with social media tools.
- Strive to create a cohesive look to our social media and marketing efforts.
- Create a University Libraries Social Media Policy.

Scope:

The SMC and Social Media Policy apply to any use of social media for promoting the Libraries, departments within the Libraries, librarians and staff, and University Libraries events.

Membership:

Erin R. Lawrimore, Chair	Alva Jones
Armondo Collins	Alaina Jones
Sarah Dorsey	Laath Martin
Liane Elias	Barry Miller
David Gwynn	Darinlee Needham

Staff Association

Constitution

Objectives: The purpose of the Association will be to promote the welfare of the University Libraries Staff serving as a means of communication for the membership, and providing social functions

Membership:

Charley Birkner, Social Committee Co-Chair & Staff Room Coordinator

Charrisse Jones, Social Committee Co-Chair

Susan Hendrickson, President

Karen Grigg, Vice President

Michelle Courtney, Secretary

Liane Elias, Treasurer

Staff Association Social Committee:

Sarah Caudle, Co-Chair

Charrisse Jones

Callie Coward, Co-Chair

Nick McCollister

Charley Birkner

Robin Paschal, (ex officio)

Keith Gorman

Staff Development Committee:

Charge: Staff development is essential to the evolving efforts to accomplish the mission of the University Libraries. The Staff Development Program is intended to be staff-initiated. It will focus on activities that expand knowledge and experience in the library and information field, as well as on broader skills and perspectives. The goal of the Staff Development Program is to enable staff members to develop skills and capabilities that foster inter-personal and professional growth.

Scope The Staff Development Program will include opportunities and activities such as:

- Organize and promote relevant programs, workshops, and field trips addressing professional issues and work-life balance in conjunction with Human Resources and other campus-wide program
- Coordinate ongoing forums to provide departments within the library a chance to educate employees on new departmental innovations, collections, structure, and services
- Identify and recommend skill development programs for employees (especially geared toward career progression)
- Conduct needs assessment of staff for programming and evaluate individual programs
- Encourage involvement in mentoring programs or other community service activities
- Work with the Staff Association to plan social activities

The Staff Development Committee will consist of at least one representative from each department in the library with a mixture of EPA and SPA staff. The chair of the committee will be elected by committee members through a majority vote. Members will serve for two year terms with a staggered rotation of four members rotating out of the committee every year. Appointments will be made from a pool composed of staff who express interest in the serving the libraries in this capacity. The Committee will meet regularly throughout the year to discharge its responsibilities

Membership:

Sean Mulligan, Chair

Mary Krautter

Kathy Bradshaw

Katherine Nunnally

Franklin Graves

Cathy Rothermel

Charrisse Jones

Student Worker Supervisors Group

Charge: The Student Worker Supervisors Committee plans, organizes and facilitates the student worker activities for the University Libraries. This includes payroll processing and new hire paperwork, event planning and information dissemination for ensuring students are informed about campus events related to work.

Membership:

Michael A. Crumpton, Chair	James David Gwynn	Jennifer Ormsby
Agnes Kathy Bradshaw	Marilyn Hanichak	Robin Paschal
Dallas Burkardt	Lynn Harris	Ann Perdue
Anna Craft	Susan Hendrickson	Audrey Sage
Cheryl Cross	Fairey Horton	Carolyn Shankle
Jenny Dale	Stacey Krim	Kathelene Smith
Cathy Griffith	Katherine Nunnally	Karen Ward

TALA Paraprofessional Conference Planning Committee:**Charge:****Membership:**

Rosann Bazirjian, Chair	Sandra George, Winston Salem State University
Shaunta, Alvarez, Elon University	Brenda Lipscomp, North Carolina A&T
Kathy Bradshaw	Sean Mulligan
Wanda Brown, Wake Forest University	Melvina Ray-Davis
Renee Burrows, Guilford Technical Community College	Jennifer Smith, Elon University
	Lanita Williams, High Point University

Tenure Attainment Recognition Committee:

Charge: The Promotion and Tenure Attainment Recognition Committee is a joint committee of the University Libraries and the Office of the Provost. It is responsible for organizing an event to recognize UNCG faculty who have been promoted and/or granted tenure. Honorees may select a book, film, or CD-ROM to be added to the University Libraries collections. A book plate recognizing the honoree is placed in the resource. Each year a web page is mounted and includes all the honorees, their photos, and a statement written by the honoree explaining why that item was selected. The culminating event is a reception for the honorees and guests, the Chancellor, the Provost, the deans, each honoree's department head and Library Liaison, and the committee members. Customized READ posters, created for each honoree, are presented at the event. A display of all the resources is set up at the reception and subsequently placed in display cases in Jackson Library.

The timeline for activities runs from the spring Board of Trustees meeting in late April or early May through September. The committee has a core membership but enlists help from other library staff members as needed.

Membership:

Christine Fischer, Chair	Robin Paschal
Mary Jane Conger, Co-Chair	Katherine Nunnally
Cheryl Cross	Melvina Ray-Davis
Anjanie Moscatello, Office of the Provost	Audrey Sage
Anne Owens	

University Libraries/LIS Lecture Series

Charge: The purpose of this committee is to bring lectures or seminars on topics that encourage dialogue about issues, trends or developments in librarianship and higher education to an audience of information science students and libraries faculty and staff. Topics are within or related to the library and information science profession or the Libraries' services and collections.

Membership:

Erin R. Lawrimore, Chair	Rebecca Croxton, Library Information Studies
Beth Bernhardt	Mary Krautter
Nora Bird, Library Information Studies	Darinlee Needham

University Libraries Undergraduate Research Award Committee

Charge: The University Libraries Undergraduate Research Award Committee gives a \$500 prize and a framed certificate in recognition of an outstanding University of North Carolina of Greensboro undergraduate research project that best demonstrates the ability to locate, select, and synthesize information from scholarly resources and uses those resources in the creation of an original research project in any media

Membership:

Nancy Ryckman, Chair

Kathryn Crowe

Paul Hessling

Part 6 – Annual Statistics

UNC Greensboro University Libraries Annual Report Statistics 2014/15

COLLECTIONS	
NUMBER OF ITEMS	
Print Volumes	1,244,010
Print Titles	987,524
E-book titles	634,015
Print Serial titles available	21,384
E-journal Subscriptions	12,355
E-journals Available	65,477
Databases Subscribed	353
Databases Available	628
Digital Collections - Item Count	72,265
Physical Media	358,574
Streaming Media Titles	183,244
Total Cataloged Holdings	2,050,860
USAGE	
Total Collection Usage	2,956,116
Selected Collection Usage Categories (If you total items below, they will not equal the gross total reported above)	
Total Physical Item Checkouts	243,105
Initial Checkouts (General Collection)	117,600
E-journal uses (subscribed only)	315,431
E-book uses	211,961
Database sessions	966,504
Digital Collections - Item Uses	1,184,848
Loans to UNCG Users	195,359
SERVICES AND SPACES	
INTERACTIONS	
Total Public Service Questions	74,374
Face to Face and Phone Questions	71,022

Virtual Questions	3,352
Instruction Sessions/Presentations	
Total sessions	781
Individual attendees	18,349
Research Consultations	
Total sessions	2,273
Individual attendees	3,523
Interlibrary Loan (ILL)	
ILL Borrowing	9,438
ILL Lending	6,683
SPACE	
University Libraries Gate Count	1,306,270
Harold Schiffman Music Library Gate Count	93,526
Jackson Library Gate Count	1,212,744
Group Study reservations	72,359
TECHNOLOGY	
Number of Public PCs and Laptops	216
Total Tech Usage	316,848
Use of public PCs	275,099
Laptop loans	17,682
Other tech loans	24,067
OUTREACH AND COMMUNITY ENGAGEMENT	
ILL-Lending	6683
Exhibits	32
Loans	10,339
Loans to other non-UNCG Users	5,860
Loans to Friends of the Libraries Users	4,479
Classes, Tours, and Presentations to non-UNCG audiences	85
STAFF (FTE = 40 hours per week)	
Total Staff	110

Professional Staff	32
Support Staff	53
Student Assistants	25

Please Note: The 2014/15 University Libraries annual report statistics are quite different from those reported in earlier years. In an effort to focus on the most meaningful numbers, we have greatly reduced our statistical profile. And, to improve our ability to benchmark against peer libraries, we have revised many data definitions to bring them in line with those of external reporting agencies. Therefore, the numbers in this year's report can't be readily compared with the statistics published in prior years. Anyone with questions about the University Libraries' statistics is urged to contact us.

Part 7 - FINANCIAL STATEMENT OF EXPENDITURES

<u>From State Funds</u>	<u>6/30/13</u>	<u>6/30/14</u>	<u>6/30/15</u>
Salaries			
EPA Academic , (Exempt from State Personnel Act)	2,626,962	2,461,995	2,424,209
Employee on Loan EPA	0	5,250	0
SPA Regular Salary Support, *SPA O/T, SPA Shift Prem, SPA Other Prem. (Subject to State Personnel Act)	*1,955,556	*2,045,764	*2,090,497
Longevity Pay	32,715	32,895	34,222
Fringe Benefits Contributions.	1,502,928	1,548,652	1,560,374
Wages (Student) Departmental and Graduate Students only	309,398	271,255	286,034
Wages (Temporary Personnel) SPA	121,045	52,357	7,261
Contracted Services (Under Contratural Services Pool 221000)	0	0	0
<i>Total Salary from State Funds</i>	\$6,548,604	\$6,418,168	\$6,402,597
Office Supplies: Office Supp/Furn Equip, Other Supplies, Vehicle Gas, Other Educ Eq/Supplies	365,870	163,875	177,606
Purchased Services: TS Local Serv, TS-Long Dist, Cellular Services, Repair- Bldg/Other, Postage/Mail,Freight/Express, Printing&Binding, Publication Cost, Advertising, Maint.Contract-Equip, Maint contract other software, Repairs motor vehicle, Rental/lease-General.	467,601	147,444	138,256
Travel (includes Registrations from Services Pool 230000)	89,420	66,405	57,029
Contractual Services: Lawn&Grounds Services, Other Current Services, Other Contracted Services, Honorariums.	22,605	30,103	37,502
Other Operating Expenses (Fixed Charges) Periodicals&Subscriptions, Office Moving Expense,Other Admin. Charges.	17,778	4,839	11,935
Property,Plant and Equipment (Capital Outlay Over \$5,000) Non-Wan DP Equip, PC & Printer Purchase, Other Equip capital, PC Software, Server purchase.	239,884	164,331	244,798
Library Books, Journals, Services and Subscriptions, Other, and Serials	3,269,532	4,086,743	3,567,461
Library Other-Miscellaneous (Movie Budget 115014)	36,199	36,200	36,198
<i>Total Expenditures from State Funds</i>	\$4,508,889	\$4,699,940	\$4,270,785
From Federal Funds			
Student Work-Study Wages	65,444	77,153	78,773
<i>Total Expenditures from Federal Funds</i>	\$65,444	\$77,153	\$78,773
From Restricted/Endowed Funds			
<i>Friends of the Library (Expend Total includes all FOL sub-fund totals)</i>	21,783	70,295	19,522
<i>Enrichment Fund (Expend Total includes all Enrich. Sub-Fund Totals)</i>	37,108	65,143	63,384
<i>Other Restricted/Endowed Accounts – Expends (ALL)</i>	37,815	69,774	54,321
<i>Grants - Expends</i>	0	213,187	37,793
<i>Total Expenditures from Restricted/Endowed Funds</i>	\$96,706	\$418,399	\$175,020
TOTAL EXPENDITURES FROM ALL SOURCES	\$11,219,643	\$11,613,660	\$10,927,175

NOTE: Library Books, Journals, Services & Subscriptions, Serials (combined totals for 114504 and 114506)