

College of Staten Island Library Annual Report



2009/2010

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Selected Library Statistics

	2009/2010	2008/2009	2007/2008
Library faculty and professional staff (FT/PT)	18/13	19/10	17/8
Library staff (FT/PT)	7/42	7/40	7/37
Hours open during regular semester	97.5 hrs/wk	86.5 hrs/wk	82.5 hrs/wk
Holdings: Books (volumes)	244,000*	241,910	240,544
Holdings: e-Books	110,000*	64,060	51,103
Holdings: Databases	179	143	131
Holdings: Print Journals/e-Journals	250 / 49,400	553 / 43,446	800 / 24,403
Holdings: Audio-Visual materials	8349	7,762	7,592
Holdings: Master's Theses	243	222	213
Loans: Circulating books	26,919	21,025	17,854
Loans: Reserves (including textbooks, calculators)	43,380	32,100	34,127
Inter-library Loans (items borrowed for CSI)	2,403	1,277	1,679
Inter-library Loans (items loaned to other institutions)	1,953	1,261	1,570
Intra-CUNY loans (items borrowed for CSI)	858	2,458	863
Intra-CUNY loans (items loaned to other CUNY libs)	2361	1,058	272
Library Instruction sessions	283	263	248
# of librarians participating in library instruction	10	11	9
# of students who attended library instruction sessions	*7150	*6,575	6,209
Group Study Room Reservation—average/month	478	273	n/a
# of Computer Workstations	145	102	91
# of Laptops for student to loan	50	11	5
Loans: Laptops by students	7,637	1,074	360
Loans: Laptops by faculty for classroom instruction	77	93	100
Loans: Projectors by faculty	30	73	162
Media deliveries and set up for classrooms	4,509	4,382	4,428

*Numbers were estimated at time of report.

PART I:

REPORT FROM THE CHIEF LIBRARIAN

Executive Summary

The **CSI Library** had quite a productive and successful year in 2009/2010. Significant developments were accomplished and I am pleased to share the details of which are documented in this annual report. The bulleted paragraphs below highlight recent successes and major activities that have led to much progress and development over the past 12 months.

- ❖ The success of an academic department is reflected by the success and professional growth of its faculty and staff. Among the many accomplishments are the following: Joseph Deodato was promoted from Instructor to Assistant Professor; James Kaser received a PSC-CUNY grant to support his research, as well as a NYSED grant for the Archives & Special Collection; Seven (7) librarians published articles in refereed journals or chapters in books: Rebecca Adler Schiff, Jonathan Cope; Ewa Dzurak, Joseph Deodato, Andrew Leykam, Mark Aaron Polger, and Judy Xiao. Mark Aaron Polger and Judy Xiao presented at international conferences, Toronto and Hong Kong, respectively. Jonathan Cope, Andrew Leykam, and Judy Xiao presented at regional and national conferences.
- ❖ Total expenditures on library materials amounted to **\$1,121,462.00** (\$111.45/FTE) for monographs, subscriptions, and supplies, which is 33% more than last academic year's expenditures-- \$838,366.00 (\$84/FTE). An additional \$78,954.70 allowed for the purchase of ergonomically designed study chairs, benches, and study tables. This is the highest amount ever spent on materials and furniture in one academic year during the tenure of the current Chief Librarian. It is hoped that this level of funding will continue.
- ❖ A total of 76,299 items were borrowed for use within and outside of the library. This data includes the monograph collection, textbooks and calculators on reserve, laptops, as well as the use of group study rooms. This number shows an increase of 43% in usage over last year's numbers, 53,125. The increase is attributed mostly to the significant growth of the size of the monograph collection to meet curricula requirements.
- ❖ A 12% increase in full-text electronic journals from 43,446 to an estimated number of 49,400 due to the addition of thirteen (13) new databases and the augmentation of three (3) databases. A total of \$317,761.00 was spent on renewing the subscriptions of forty-one (41) databases in 2009/2010 and an additional \$299,734.00 was spent on augmenting existing collections and adding 13 new databases, amounting to \$559,567.00. (Top 15 databases most accessed are listed on page 25).
- ❖ Provided 283 library information literacy sessions, spread over 20 disciplines: 23 were for the 500 level or graduate courses, 65 were 200-400 level courses, and 181 were 100 level courses. Approximately 7150 students were in attendance, encompassing 51.8% of the student body in 2009/2010.
- ❖ The Library collaborated with the Department of Education to develop a K-12 Text collection to support the Teacher's Education curriculum. To date, over 300 monograph titles have been acquired and over 400 titles are available through the e-book collections.

- ❖ The Library participated in CSI's Assessment Day program and presented 10 years of data that have shaped the Library to what it is today. The presentation was entitled, "From Studies to Stacks, Food to Facts: Using Data to Plan the Changing Face of the Academic Library," and was given by Jonathan Cope and Wilma Jones.
- ❖ Library hours increased from 86.5 hours/week to 97.5 hours/week. This was accompanied by a commensurate increase in reference desk service provided by library faculty. This includes an additional seven (7) hours during weekdays and four (4) hours on weekends during the 2009/2010, for a total of eleven (11) hours. Usage was found to be more robust during weekends than during late hours on weekdays.
- ❖ Laptops for students to borrow increased from 20 in 2008/2009 to 50 laptops in 2009/2010. During this past year, laptop loans increased from 1,074 to 7,637, ~ 700% increase.
- ❖ \$91,254.00 was spent on furniture and equipment resulting in the acquisition of 100 study chairs, 4 lounge benches, 4 study tables, and 2 microform/scanner machines. The Library now has a total of 740 chairs.
- ❖ A library handbook was created to provide new and current library faculty and staff with established policies and guidelines. The handbook is available in print format and accessible via the library's homepage.
- ❖ The five (5) Group Study Rooms continue to be heavily used, daily. Guidelines were streamlined to ensure efficient and optimum use of study rooms. During the fall and spring semesters, the average number of reservations per month increased 75% (from 273 to 478), while the average number of students accommodated per month also increased 61% (from 589 to 954).
- ❖ Library Workshops for Faculty were conducted in December 2009 and January 2010. Nineteen (19) faculty members from 7 disciplines attended 42 sessions of workshops. Workshops included Blackboard, TurnItIn, RefWorks, ArtStor, Journal Citation Reports, Digital Collections in the Social Sciences, Web of Knowledge, creating Research Alerts, and locating Statistics. Blackboard, RefWorks, and TurnItIn had the highest participation. Seven (7) librarians and a CLT participated in leading these workshops.
- ❖ A satisfaction survey on library resources and services was conducted in fall 2009. Results from this survey will be compared to the next survey scheduled for Spring 2011 and will be included in the Library's self-study. A full report the survey can be found on the Library's homepage at <http://www.library.csi.cuny.edu/about/>
- ❖ The maintenance of the Library within the 1L building is of utmost importance and every effort is made to ensure that the Library retains a welcoming and comfortable facility for its patrons. As such, the facility continues to remain one of the most attractive ones on campus. During this academic year, the Library was host to New Faculty Orientation, Daniel Kramer Memorial, Faculty/Staff Recognition Ceremony, and the President's Reception for Dolphin Winners at the 2010 Commencement Day.

ADMINISTRATIVE REPORT FROM THE CHIEF LIBRARIAN

This year marks my eighth year as Chief Librarian and Chair of the Department of the Library. This report will highlight many of the goals achieved in the Library during this past academic year with some historical perspective. The report will also indicate areas that need to be enhanced or strengthened in order to continue to meet the curricula and other research needs of our scholarly community.

The following paragraphs of Part I illustrate accomplishments that have fulfilled each of the goals developed for 2009/2010. Part II of this document provides a summarized version of reports submitted from each of the coordinators of service points in the library. Part III provides a list of goals and objectives for next academic year, 2010/2011. Lastly, Part IV provides a budget request for 2010/2011.

GOALS ACHIEVED IN 2009/2010

Eight goals for the Library's 2009/2010 academic agenda were developed by the Chief Librarian, which are the basis of many of the initiatives and accomplishments within this document. They include:

- **Goal One:** Improve and strengthen the collections
- **Goal Two:** Improve access to the various collections available in and out of the Library
- **Goal Three:** Support learning and research by providing group and individual instruction to students and faculty
- **Goal Four:** Promote use of the services and resources of the library
- **Goal Five:** Create a comfortable and welcoming environment that inspires individual and collaborative learning
- **Goal Six:** Review and develop policies for use of resources and the facility
- **Goal Seven:** Provide a nurturing environment that supports professional development of all faculty and staff
- **Goal Eight:** Development of the Library

Along with the support and contributions of all the library faculty and staff, I am pleased to say that each of these goals has been realized as documented below in the following paragraphs.

Goal One: Improve and strengthen the collections

Collection development is an on-going activity performed by every librarian in the department. Priority to acquire new resources in the various disciplines is given to programs scheduled for accreditation visits in the forthcoming academic year, new initiatives, and academic priorities. With the additional funds of \$111,000.00 from the CUNY Textbook Financial Aid Initiative in August 2009 and \$300,000 allocated to the Library in January 2010, the Library was able to expand and strengthen the circulating print and e-book collections in the above mentioned priorities. A Collection Development grant from NYSED of \$12,972.00, secured by Timothy Hasin and Wilma Jones, was used to boost the general monograph collection as well.

This past year's collection development priorities focused primarily on developing graduate programs and secondarily focused on basic needs for general education programs. Major attention was devoted to developing the collection for the new Master's in Mental Health program which started in fall 2009; supporting the Department of Education's preparation for NCATE re-accreditation in March 2010; and

the re-accreditation of the Ph.D. program in Physical Therapy that occurred in November 2009. Additional library resources were acquired in support of other graduate programs, namely the Ph.D. program in Nursing, the Master's programs in Cinema Studies, Computer Science, Environmental Sciences, and History. Faculty liaisons in the aforementioned disciplines eagerly cooperated with librarians in recommending books and media materials to support their curriculum. Total additions to the collection stand at:

- 60,665 titles were added to the monograph collection, including:
 - 54,000 e-books
 - 5,300 monograph titles
 - 1,365 textbook titles
- 265 DVDs were added to the media collection;
- 5954 e-Journals were added through periodicals databases; and
- 13 new databases were added to strengthen the electronic resources collection; 3 databases were augmented with additional titles. These 16 include:
 - Access World News
 - Congressional Quarterly Press Political Reference Suite
 - Cambridge Collections Online (additional e-books and e-journals)
 - Chicago Manual of Style
 - Duke University Press e-Journals
 - Early American Imprints Online
 - Ebrary (e-books online)
 - eHRAF World Cultures
 - Gale for Students Online
 - Gale Virtual Reference (additional titles added)
 - LWW Nursing Book Collection
 - Oxford Reference Collection (additional titles added)
 - Salem Press Publications (includes Health, History, Literature, and Science publications)
 - Taylor & Francis Journals
 - Web of Knowledge (includes Web of Science, JCR, etc)
 - Wiley e-books

(a full description of these databases can be found on page 22)

Total expenditures of materials to date amount to **\$1,121,462.00** and include the following:

Monographs (circ, ref, & e-books)	\$ 227,645.00
Textbooks	\$ 104,850.00
Electronic Resources (e-journals, images, & databases)	\$ 559,567.00
Periodicals	\$ 89,150.00
Microforms	\$ 11,250.00
DVDs and Videos	\$ 16,966.00
Supplies & Contracts	\$ 17,065.41
Equipment & Furniture	\$ 91,254.00

Figure 1 on the next page illustrates total expenditures in percentages.

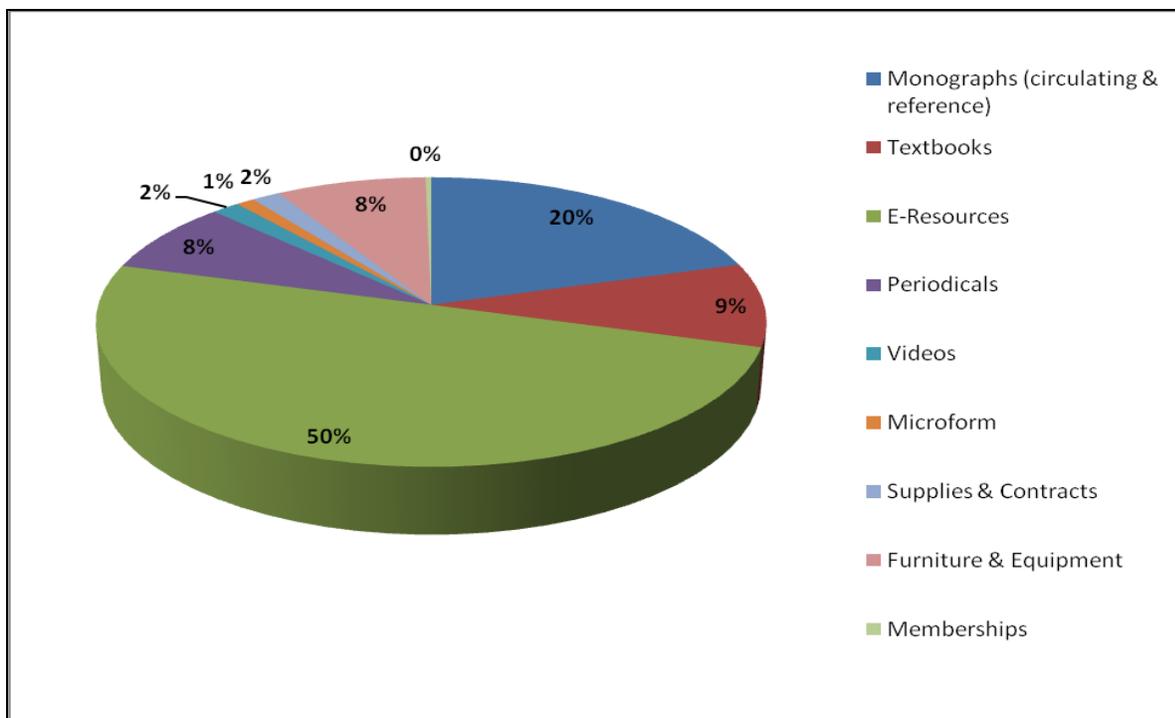


Figure 1. Pie chart of 2009/2010 expenditures allocated to various items in percentages

Goal Two: Improve access to the various collections available in and outside of the Library

- Forty-three (43) new computer workstations were installed on the second and third floors of the Library, bringing the total number of PCs for public access in the Library to 145.
- Thirty (30) laptops were acquired to expand the number in the Laptop Loan program to 50, thereby increasing access to e-resources. Data reveal 7,637 laptop loans to students this academic year in contrast to 1,074 during 2008/2009.
- A gift of 1300+ Art, Art history, and Architecture books was donated as a bequest to the Library by the Late Paul Covington, Professor of Art History, College of Staten Island. A total of 811 titles were selected by faculty in the Department of Performing and Creative Arts to be added into our holdings. The remaining books were donated to Better World Books.
- In spring 2010, a major shift of the stacks (monograph collection) was undertaken on the third floor. The relocation of books allowed the proper integration of and access to the PC collection of bequested books.
- Library hours were increased for an additional seven (7) hours during weekdays and four (4) hours on weekends during the 2009/2010, for a total of eleven (11) hours. The library was open for a total of 97.5 hours a week. Usage was found to be more robust during weekends than during late hours on weekdays.
- 40 titles were added to library collection in the Macauley Honors College Room (1A-206) for students. More than half of the titles were recommended by the Honors College Students.
- Coordinated efforts with OIT to strengthen wireless signal on all floors of the Library. Twenty (20) additional access points were added during Winter Intersession.

- Consulted with B&G and OIT to ensure availability of additional power and network outlets for PC workstations. Twenty additional outlets were installed on the second floor during Spring Recess 2010 and another 30 will be installed on the third floor in fall 2010.

Goal Three: Support learning and research by providing group and individual instruction to students and faculty

- The Library faculty continues to work with classroom faculty to further integrate information literacy skills into their curricula. Two hundred and eighty-three (283) instruction sessions were offered in 2009/2010. Approximately 7150 students were in attendance, thus reaching 51.8% of the student body in 2009/2010.
- One-on-one instruction was offered to students with disabilities, utilizing the adaptive technology computer workstations.
- Workshops for faculty were conducted in December 2009 and January 2010. Nineteen (19) faculty members from 7 disciplines attended 42 sessions of workshops. Workshops included Blackboard, TurnItIn, RefWorks, ArtStor, Journal Citation Reports, Digital Collections in the Social Sciences, Web of Knowledge, creating Research Alerts, and locating Statistics. Blackboard, RefWorks, and TurnItIn had the highest participation. Seven (7) librarians and a CLT led these workshops.
- Launched a new form of reference service via instant messaging software to “chat” with patrons.
- Reference service on the 2nd Floor was extended for two additional hours (until 7:00pm) on Monday through Fridays.

Goal Four: Promote use of the services and resources of the library

- A re-purposed alcove space in the rotunda on the first floor features an exhibit space for the Archives & Special Collections. It provides separate display cases for materials about the history of the College of Staten Island, Richmond College, and Staten Island Community College.
- An online newsletter for the CSI Library was developed and launched in fall 2009. It was designed to include a print on demand copy if needed.
- Web-based research guides were streamlined and updated for each discipline and ancillary topics.
- The Office of Inter-Library Loan updated its brochure to include the new ILLiad system. The results of promoting this news system have dramatically increased users of this service, along with a high satisfaction.
- A digital signage screen, located by the reference desk, was installed to promote new services and resources. Among the many new items promoted were: the Ask-A-Librarian service; research guides; laptops for loan; new databases such as EBSCO’s multi-database search system and Web of Knowledge.
- Programs held by the Library were promoted via the library’s website, flyers, WSIA, and the *Bulletin*.

Goal Five: Create a comfortable and welcoming environment inspires individual and collaborative learning

- A variety of furniture was acquired. They include:
 - 100 ergonomically designed study chairs. (Total seats now stands at 740)
 - 4 rectangular study tables
 - 4 benches (placed in the lobby)

- To better manage noise levels in the Library, larger tables were separated to reduce large groups around tables.
- Streamlined guidelines for group study rooms to ensure equitable usage distribution.
- Monthly meetings in spring 2009 were held with the new AVP of Campus Facilities, James Pepe, and staff to improve areas in the Library that needed attention. Some improvements have been noticed in the following areas: better lighting due to weekly visits by the Bulb Team; annual shampooing of carpets on all floors; and regular vacuuming and dusting of shelves on third floor stacks have decreased respiratory complaints by staff who shelve books.
- Attended as many Master Plan Town Hall meetings to ensure that the concerns of the Library regarding future improvements, renovations, and expansion of the facility were heard.

Goal Six: Review and develop policies for use of resources and the facility

- Revised guidelines for access to Laptops and Group Study Rooms
- Reviewed access policy for non-CSI patrons, namely Alumni, Friends, IBR staff members, and Continuing Education students.
- Green Library Committee developed several goals to be implemented in the next academic year. Among the goals include a web guide of eco-friendly and sustainability resources and leading a seminar in conjunction with Earth Day celebrations.

Goal Seven: Provide a nurturing environment that supports professional development of all faculty and staff

- Release time was approved for librarians to attend and participate in professional development activities in local, regional, and national conferences. Financial support was secured for some faculty members. The following members attended and/or participated in national or international library conference: Jonathan Cope, Ewa Dzurak, Timothy Hasin, Wilma Jones, Andrew Leykam, Mark Lewental, Linda Roccas, James Kaser, Mark Polger, and Judy Xiao.
- Six faculty members received sabbatical, reassigned times, or reassignment leave during 2009/2010. They include: Rebecca Adler Schiff, Jonathan Cope, Ewa Dzurak, Tim Hasin, James Kaser, Andrew Leykam, Mark Aaron Polger, Linda Roccas, Amy Stempler, and Judy Xiao.
- Seven (7) librarians published articles in refereed journals or chapters in books: Rebecca Adler Schiff, Jonathan Cope, Ewa Dzurak, Joseph Deodato, Andrew Leykam, Mark Aaron Polger, and Judy Xiao.
- One faculty member, Joseph Deodato, was promoted from Instructor to Assistant Professor.
- Continued to engage full-time and adjunct librarians in peer-to-peer in-service professional development during Winter Intersession 2010.
- Engaged five (5) library school interns in developing and completing projects in several units of the library.
- Continued to provide cross-training opportunities for all college assistants.
- Upgraded computers of 5 faculty and 7 full-time clericals currently using Dell 270s and 280s (2002 models) to the latest models, and one faculty to an iMac, to facilitate productivity.

Goal Eight: Development of the Library

- Began the process of gathering information for a self-study document about the Library.
- Developed a Library Faculty and Staff Handbook.
- Held several library meetings to attend to goals pertaining to 2012 Middle States Accreditation visit.
- Furthered the role of the library in the future development of the College, *vis à vis* long-range institutional planning toward a premier institution and the CUNY Master Plan in the followings ways:
 - Increased monograph and e-journal collection , with special emphasis on graduate programs.
 - Expanded library hours of service to support student success.
 - Increased the number of seats in the library to accommodate the increasing enrollment.
 - Increased access to research resources with the addition of 43 PCs and 30 laptops.
 - Conducted library workshops for instructional faculty.
 - Offered a forum for the achievements of the Faculty, Staff, and Students through exhibits and programs held in the Library.
 - Acquired discarded compact shelving from the Registrar's Office and installed it in Technical Services area, thereby enabling the unit to utilize space more efficiently.

PART II:

ACHIEVEMENTS IN EACH SERVICE AREA

TECHNICAL SERVICES

Technical Services consists of Acquisitions Unit, Cataloguing Services Unit, Periodicals Unit, and Systems Unit. These units provide the backbone of the Library's operations and they are located in 1L-107. Every material (i.e. books, periodicals, CDs, Videos, furniture, equipment) that comes through the Library is first received and processed in this service area. The following reports are summaries of services provided in each of the units that make up Technical Services.

ACQUISITIONS UNIT REPORT

Staffing:

Timothy Hasin, Assistant Professor, Acquisitions Librarian

Paula Drakontis, Office Assistant

Abdoulaye Ba, College Assistant, Material Processor

Activities:

- Processed and paid **\$1,121,460.00** in invoices for library materials, subscriptions, supplies and services.
- Acquired more than 6,000 new items, including 5,300 print monograph titles, 1,365 textbooks, and 265 DVD titles. In addition, 49,000 e-books were also purchased.
- Accepted over 1,930 donated books and more than 400 additional items, including issues of periodicals, videos, and other materials and have acknowledged all gifts to the library with Thank You letters.
- Responded to more than 200 faculty requests for book or video titles submitted via e-mail, paper mail, telephone conversations, and the online faculty book request form.
- The Library has sold \$503 in books through Better World Books to date, with an additional \$170 donated to the CSI Library's literacy partner, the National Center for Family Literacy <www.famlit.org>. We continue to provide unwanted or duplicate volumes to Better World Books.
- Revised and updated the online form to request new books. As a result, over 190 requests were sent directly to liaisons for collection development.
- Integrated new procedures for obtaining and paying for materials, subscriptions, equipment, and supplies were changed mid-year following a directive from the CSI Business Office requiring strict adherence to New York State Purchasing procedures. Among the changes was the requirement that the library submit requisitions for "blanket" purchase orders in set amounts for each major vendor used by the library.

Goals for 2010/2011:

- Continue to streamline workflow in Acquisitions
- Revise the acquisition online form to include multiple fields to request books, as well as new fields to request DVDs, and journal titles.
- Continue to work in tandem with Coordinator of Collection Development to acquire print and electronic materials for the collection

CATALOGUING SERVICES UNIT REPORT

Staffing:

Ewa Dzurak, Assistant Professor, Cataloguing Services Librarian

Barbara Forchette, College Assistant, Copy Cataloguer

Denise Hafey, College Assistant, Copy Cataloguer

Vincent Molini, College Assistant, Material Processor

Activities

- Catalogued over 5,000 items, including new and gifted materials. Table 1 on page 15 provides a historical perspective of items added and withdrawn from the holdings over the past 5 years.
- Original cataloguing of Special Collection materials were processed once a week. To date, over 112 items were added to the library's holdings of book titles, including 27 CSI master's theses.
- Original cataloguing of visuals materials were processed once a week. To date, 205 DVDs and VHS video items were added to the library's holdings. In addition, all CSI visual materials designated as "media" were recoded to display the appropriate format in the public catalog as VHS, DVD, or Laserdisc, respectively.
- CSI Periodical titles in OCLC (WorldCat) holdings were checked and updated against local holdings for accuracy. A list of 3329 periodicals titles (in print and on microfilm) prepared by the Periodicals librarian were submitted to Cataloguing Services.
- Titles deselected from the circulating collection by CSI librarians, most of which were approved by faculty liaisons, and were deleted from the CUNY+ holdings, and also removed from WorldCat. To date, 2239 titles have been processed.
- The New Book Shelf was maintained and monitored by staff in Cataloguing Services. Books acquired are placed on the New Book shelves, mostly those published in 2009 and 2010.
- Over 1,300 textbooks acquired for fall and spring semesters were catalogued into CUNY+ reserve module. More than 120 textbook titles from prior academic year were removed from the reserves collection, and those in good condition and current for the circulating collection were recoded for stacks.
- Staff members continue to follow up on reported items missing in the collections. Items are labeled lost after three (3) months of searching for them. Several items were forwarded to the Acquisitions librarian for his review and actions where deemed necessary.

Table 1. Items Added or Withdrawn over the Past Five Years

	2005/06	2006/07	2007/08	2008/09	2009/10
Book titles added	2797	1223	3716	3386	4103
Added copies	221	148	365	448	1037
Added volumes	127	154	346	213	309
Total monographs added	3145	1525	4427	4047	5449
Serials	2	13	4	7	23
Theses	4	42	9	4	27
DVDs and Videos	96	159	194	157	205
Electronic materials	0	0	0	15	32
CD ROMs/Music CDs	0	0	0	17	128
Musical Scores	0	0	0	0	74
Withdrawn copies	1376	1468	1855	604	478
Withdrawn titles	780	654	1007	2077	2239
Total items withdrawn	2156	2122	2862	2681	2717

Goals for 2010/2011

- Explore and implement ways to better integrate MARC records for CSI and CUNY e-books and e-journals.
- Develop and review cataloguing records for new K-12 Text collection in collaboration with the liaison to the Department of Education.
- Review guidelines and workflow of withdrawing records from the collection, CUNY+, and WorldCat.
- Complete the cataloguing of Musical Scores donated to the Library from the Department of the Performing and Creative Arts.
- Continue weekly cataloguing of special collection materials.
- Provide training for the new Material Processor to learn how to perform Copy Cataloguing.

PERIODICALS SERVICES REPORT

Staffing:

Judy Xiao, Assistant Professor, Coordinator of Periodicals Services

Barbara DuVal, Office Assistant

Jaison Abraham, College Assistant, Evening/Weekend Shelver/Counter Clerk

Michael Diaz, College Assistant, Evening/Weekend Shelver/Counter Clerk

Carl Haynes, College Assistant, Weekday Shelver/Counter Clerk

Mleeka Kahn, College Assistant, Weekday Shelver/Counter Clerk

Olivia Porch, College Assistant, Evening/Weekend Shelver/Counter Clerk

Maria Sinclair, College Assistant, Weekday Shelver/Counter Clerk

Accomplishments this academic year:

- Renewed 250 periodicals print titles for 2010 and activated those now available online only.
- Continued to check-in and process newly-arrived print periodicals for public access.
- Maintained and updated the holdings information of print and microform periodicals via CUNY+, OCLC, and Serials Solutions, a vendor that manages and merges print and electronic resource titles for Libraries.
- Relocated and integrated the collection of library and information science journals to 3rd Floor stacks of periodicals.
- Continued to monitor use of Microform materials. The most frequently requested titles are *Staten Island Advance*, *New York Times*, *Teacher's College Record*, and *Chicago Tribune*. Nursing, Psychology, and Education titles are also frequently requested over other subjects.
- On-going shelf-reading and inventory of the print periodicals on the 3rd floor is performed throughout the year.
- Identified and discarded titles of ceased print indexes that are available online.

Goals for 2010/2011:

- Continue to monitor all microform titles checked out in order to study the pattern of titles most frequently used, including those used by Inter-Library Loan.
- Train all staff on operating the new microform/scanner machine.
- Develop guidelines to relocate microform materials to off-site storage.
- Integrate the day-to-day operations Periodicals into Acquisitions, Cataloguing, Circulation, and Electronic Information Services.

SYSTEMS MANAGEMENT

Staffing:

Brian Farr, College Laboratory Technician, Systems Manager
Matthew Coombs, College Assistant, Technical Support Staff

Activities this academic year:

- Configured and installed 43 new PCs on 2nd and 3rd Floors of the Library and 30 new laptops for the Laptop Loan program.
- Upgraded and re-configured 40 PCs in the Digital Learning Lab and 62 PCs in the public areas of the library.
- Configured and installed new PCs for 10 faculty and staff members.
- Facilitated the installation of new microform/scanner machine in Inter-Library Loan.
- Repaired and maintained PCs, laptops, printers, copiers, and fax machines as needed.
- Maintained inventory of all computer-related equipment in the Library, including those set aside for salvage.

Goals for next academic year, 2010/2011:

- Facilitate the smooth integration of the self-check out system.
- Install the new microform/scanner machine acquired for the Document Center.
- Install additional co-browsers at reference desks.
- Complete the development and implementation of a stack-mapping (book location) system, in collaboration with Library Technology Team.
- Develop a preventative maintenance schedule for detecting items that need to be repaired or replaced.
- In consultation with the Chief Librarian, develop a process of notifying library faculty and staff of the status of technology-related day-to-day issues.
- Continue to coordinate liaison relations with the Office of Information Technology and Buildings & Grounds to ensure timely installations of computer related technologies in the Library.

ACCESS SERVICES

Access Services consists of Circulations/Reserves Unit, Electronic Information Services Unit, and Inter-Library Loan/Document Delivery Unit. These two units provide access to print and electronic materials held by the CSI Library, as well as to items held at other CUNY college libraries and beyond. The following reports are summaries of services provided in each of the units that comprise Access Services.

CIRCULATION/RESERVES REPORT

Staffing:

Wilma Jones, Associate Professor, Coordinator of Circulations/Reserves Unit (January 2010 – present)
 Allen Natowitz, Associate Professor, Coordinator of Circulations/Reserves Unit (through December 2009)
 Elaine Beurnier, Administrative Assistant
 Dorothy Walsh, Office Assistant
 Barbara DuVal, Office Assistant, three evenings per week

Bernard Ajayi, College Assistant, Stacks Maintenance
 Barbara Archipolo, College Assistant, Evenings/Weekend Shelver/Counter Clerk
 Grace Buono, College Assistant, Weekday Shelver/Counter Clerk
 Vivian Conry, College Assistant, Weekday Shelver/Counter Clerk
 Marie D'Amato, College Assistant, Weekday Shelver/Counter Clerk
 Corey Goetz, College Assistant, Evenings/Weekend Shelver/Counter Clerk (Sept-Dec 2009)
 Pamela Jones, College Assistant, Weekday Shelver/Counter Clerk
 Angelina Raffaele, College Assistant, Weekday Shelver/Counter Clerk
 Munib Sheikh, College Assistant, Evenings/Weekend Shelver/Counter Clerk (Jan-May 2010)
 Harold Sicker, III, College Assistant, Evenings/Weekend Shelver/Counter Clerk
 Lev Treybich, College Assistant, Evenings/Weekend Shelver/Counter Clerk
 Olayinka Wahab, College Assistant, Stacks Maintenance
 Ronald Wilson, College Assistant, Stacks Maintenance/Counter Clerk

Activities this academic year:

- A total 76,299 loans were transacted through the Circulation/Reserves Unit. Thirty-five percent (26,919) were for circulating books (up 28% from 21,025 titles in 2008/2009) and the other 65% (43,380) were for items on reserves, i.e., textbooks, calculators, CDs, Theses, and geological stones, (up 35% from 32,100 titles in 2009/2010). Appendix A provides a chart of circulation figures for 2009/2010. Appendix B provides a chart that compares 2008/2009 and 2009/2010.

	Circulating Book Transactions	Reserve Item Transactions	Total Transactions	Total # of Circulating Books	% of circulating books that circulated
2006/2007	12,250	33,596	45,846	232,276	5.2%
2007/2008	17,854	34,127	51,981	234,075	7.6%
2008/2009	21,025	32,100	53,125	235,800	8.9%
2009/2010	26,919	43,380	76,299	244,000	11.0%

- Continued to streamline the workflow of processing the borrowing of books held at other CUNY libraries and the loaning of books from other CUNY libraries through CLICS (CUNY Libraries Intra-Campus Services). A major change was having evening college assistants retrieve and prepare books for shipping for the next morning. This change in work functions has greatly improved fulfillment rates and turnaround time. With our improved monograph collection, data for this academic year shows that: (i) CSI patrons needed fewer books (65%) from other CUNY libraries, and (ii) and twice as many loans (110%) to other CUNY libraries.

	# of books borrowed for CSI Patrons	# of books loaned to other CUNY libraries
2007/2008	863	272
2008/2009	2458	1058
2009/2010	858	2361

- Thirteen hundred and sixty-five (1365) new textbooks, paid for by Student Government (\$10,000) and the CUNY Textbook Financial Aid Initiative (\$98,000.00), were received and processed during the 2009/2010 academic year. With multiple copies available, the new 7-day loans proved to be very useful to students. An online list of textbooks available on Reserve has been accessible via the “Course Reserves” link on the library homepage. This list has also been made available in print at the counter and at the Reference Desk. Frequently requested titles were from Biology, Business, Chemistry, Economics, Mathematics, Nursing, and Psychology.
- In response to students’ requests, thirty (30) TI-89 calculators have been made available on Reserve. They proved to be popular acquisitions resulting in 626 loans this academic year (compared to 62 loans in 2008/09). In response to student response, 20 calculators were made available for three-day loan period; 10 remained available for 2-hour loan period.
- Integrated various reserve collections collection so as to facilitate access.
- Updated the PowerPoint slideshow that describes the circulation/reserves policies and procedures to include information about other library services and resources.
- Increased staffing by four (4) college assistants to accommodate expanded hours of services.

Goals for 2010/2011:

- Streamline workflow for various services provided in Circulation/Reserves to maximize efficiency.
- Integrate self-check out system into circulation counter activities.
- Initiate projects to make course reserves more visible and user-friendly. This will include staff development, additional signage, promotional materials, visible policies and guidelines, attention to queue management.

COLLECTION DEVELOPMENT

Staffing:

Rebecca Adler Schiff, Associate Professor, Coordinator of Collection Development for Reference
Allen Natowitz, Associate Professor, Coordinator of Collection Development for Circulating Materials
Linda Roccas, Professor, Coordinator of Collection Development for Electronic Resources
Judy Xiao, Assistant Professor, Coordinator of Collection Development for Periodicals

All full-time library faculty members participate in collection development by identifying and recommending additions to the CSI Library collections. Resources are primarily acquired to match the current curriculum and to a limited extent the research areas of the faculty. Subject collections are expanded for new initiatives (e.g. Human Geography) in collaboration with classroom faculty. Librarians involved in building these collections include: Rebecca Adler Schiff, Jonathan Cope, Joseph Deodato, Ewa Dzurak, Tim Hasin, Wilma Jones, James Kaser, Andrew Leykam, Mark Aaron Polger, Linda Roccas, Amy Stempler, and Judy Xiao.

Activities this academic year:

- New acquisitions include monographs (circulating & reference), videos, periodicals, and e-resources that amounted to \$1,009,428.00, approximately 23% higher than the previous year's expenditures (\$822,463.00). Total additions to the collection include:
 - 60,665 titles added to the monograph collection, including 54,000 e-books and 5,300 print titles;
 - 1,365 textbook titles;
 - 250 periodicals in print renewed for 2009/2010;
 - 5954 e-journals added from new aggregated or individual databases; and
 - 265 DVDs added to the audiovisual collection.
- This past year's collection development priorities focused primarily on improving the quality of resources for the graduate programs and, secondarily, addition to the basic collections for general education programs. Major attention was devoted to developing the collection for the new Master's in Mental Health program which started in fall 2009; supporting the Department of Education's preparation for NCATE re-accreditation in March 2010; and supporting the Department of Physical Therapy's re-accreditation of the Ph.D. program that occurred in November 2009. Additionally, library resources were acquired to support other graduate programs, including the Ph.D. program in Nursing, and Master's programs in Cinema Studies, Computer Science, Environmental Sciences, and History. Faculty liaisons in the aforementioned disciplines eagerly cooperated with librarians in recommending books and media materials to support their curriculum.
- The investment in development of the monograph collection over the past three years reveals significant increase in use. (See circulation chart on page 16). In addition, data from CLICS (see chart on page 17) showed a 65% decrease in number of books borrowed by CSI patrons from other CUNY libraries. An explanation for this is that our library collection has become a better match for CSI's curriculum as well as for faculty research.

- A new collection, K-12 Texts, was developed for the Department of Education to support the Teacher Education curriculum. This was done collaboratively with the Library's Education faculty liaison and members of the Departments of Education and English. To date, over 300 monograph titles have been acquired and over 400 titles are available through the e-book collections.
- The **e-Book collection** was augmented with the following eight (8) packages: **Chicago Manual of Style Online; CQ Press Political Reference Suite; Early American Imprints, Series I: Evans 1639-1800; Ebrary; eHRAF World Cultures ; Gale for Students Online; LWW Nursing Book Collection; Salem Press Publications.**
- Five (5) periodical databases were acquired to augment the **e-journal collection**. These include: **Access World News; Duke University Press Journals; Oxford Journals; Taylor & Francis Library;** and **Web of Knowledge** which includes: Web of Science (1990 - present), Biological Abstracts (2004 - present), BIOSIS Previews (1969 - present), MEDLINE (1950 - present), and Journal Citation Reports (2004 – 2009).
- Three (3) existing databases were augmented with additional titles. They include: **Gale Virtual Reference Library; NetLibrary; and Oxford Reference Online.**
- Two hundred and fifty-six (256) DVDs were acquired for the audio-visual collection. A majority of the titles were requests for recommended by classroom faculty to enhance instruction; the others were titles converted from VHS format to DVD, as well as new titles identified by librarians.
- A major part of collection development includes the weeding and de-accessioning out-dated materials; withdrawing materials in poor condition, converting print journals to online format, converting heavily used VHS to DVD format. A total of 2,717 items were de-accessioned from the collection and subsequently discarded.

Goals for 2010/2011:

- Continue to promote new and current collections, especially e-books, to the campus community through liaison activities.
- Develop collections to support academic programs:
 - Associated with new initiatives, courses, and curriculum.
 - Preparing for accreditation visits.
 - Preparing for self-study.
 - Identified as academic priorities.
 - Associated with Verrazano School, and Macauley Honor's, and First Year Programs.
- Review and update the Collection Development guidelines to accommodate new and emerging formats.

ELECTRONIC INFORMATION SERVICES REPORT

Staffing:

Linda Roccas, Professor, Electronic Information Services Librarian
Joseph Deodato, Assistant Professor, Web Services Librarian

Activities this academic year:

- Facilitated the renewals, new acquisitions, and de-accessions of electronic subscriptions. The 2009/2010 expenditures on e-resources amounted to \$559,567.00, approximately 18% higher than the previous year's expenditures (\$472,579.00). Appendix C provides a table of expenditures for e-resources from 2007/2008 to present.
- Thirteen (13) new databases were acquired this year by the CSI Library either by participating in CUNY consortia efforts or solely by the CSI Library due to the additional allocations received from the Student Technology Fee Fund, the CUNY Financial Aid Textbook Initiative, and the Provost Special Allocation. They include the following:
 - The **e-Book collection** was augmented with the following eight (8) packages:
 - **Chicago Manual of Style Online** – E-version of the *Chicago Manual of Style*, 15th edition, the authoritative source for writing guidelines used in History and the Humanities. Print edition located in Reference [Call Number: Z253.U69 2003]
 - **CQ Press Political Reference Suite** -- Full text reference books on American politics including *Encyclopedia of U.S. Political History*, *Encyclopedia of Politics and Religion*, and *Guide to Political Campaigns in America*.
 - **Early American Imprints, Series I: Evans 1639-1800** -- Digital collection of primary sources of books, pamphlets and broadsides published in the United States, 1639-1800. Topics covered include agriculture, commerce, education, labor, medicine, military & foreign affairs, politics, religion, slavery, and much more.
 - **Ebrary** -- Access to over **47,000** full text e-books spanning 16 key academic subject areas, including biology, business, computer science, education, engineering, history, medicine, physics, political science, psychology, and sociology.
 - **eHRAF World Cultures** -- Full text database offering information on different cultures and ethnic groups from around the world. Covers all aspects of cultural and social life such as beliefs, cultural practices, political structure, and settlement patterns. Very useful for comparative studies of human behavior, society, and culture.
 - **Gale for Students Online** -- Full text literary reference collection offering coverage of major works of literature, poetry, and drama including plot summaries, character analysis, major themes and motifs, and literary criticism.
 - **LWW Nursing Book Collection** -- Over **300** full text e-books published by Lippincott Williams & Wilkins (LWW) covering all aspects of nursing including surgery, diagnosis, administration, pediatrics, mental health, palliative care, and more.

- **Salem Press Publications** – Provides full text access to reference books from Salem Press. Most cover general information about psychology and mental health, literature, environmental issues and historical eras, events, and figures. Includes titles such as *Encyclopedia of global Warming*, *Critical Survey of Long Fiction*, *Milestone Documents*, *The Decades*, *Great Lives from History*, and *Great Events from History*.
 - Five (5) periodical databases were acquired to augment the **e-journal collection**. These include:
 - **Access World News** -- Full text access to approximately 3,000 global news sources, including newspapers, broadcast transcripts, newswires, news blogs, Web-only content and video.
 - **Duke University Press Journals** -- Duke University Press publishes and distributes more than thirty (**30**) periodicals that span a stimulating range of disciplines within the humanities and sciences--from East Asian cultural studies to French history, from lesbian and gay studies to mathematics and the history of economic thought, from feminism, culture and media studies to medieval and early modern studies.
 - **Oxford Journals** -- Full text access to over **200** scholarly journals published by Oxford University Press in the humanities, social sciences, and sciences.
 - **Taylor & Francis Library** -- Multidisciplinary database providing access to over **1,220** full text scholarly journals in the humanities, sciences, and social sciences published by Routledge and Taylor & Francis.
 - **Web of Knowledge** -- Provides access to several databases from one platform: **Web of Science** (1990 - present), **Biological Abstracts** (2004 - present), BIOSIS Previews (1969 - present), **MEDLINE** (1950 - present), and **Journal Citation Reports** (2004 – 2009).
 - The following existing databases were augmented with additional titles. They include:
 - **Gale Virtual Reference Library** – seventy-five (**75**) new titles added to our existing digital reference subscription containing over 400 full text encyclopedias, almanacs, handbooks, and specialized reference books.
 - **NetLibrary** – Additional access to **417** more titles across the humanities, social sciences, and sciences.
 - **Oxford Reference Online** – five (5) new titles in digital collection of online reference books in all fields of study including dictionaries, encyclopedias, atlases, and subject reference works. Search by keyword or browse titles by subject.
- A total of eighteen (18) databases were funded by the \$210,000 allocation from the Student Technology Fee. These titles are listed on a special webpage created for Student Technology Fee Funded Resources on the library's website.
- Three (3) databases that were CUNY subscriptions were dropped by CUNY due to lack of use or increased costs. The databases are ProQuest Platinum (NOVEL), Health and Wellness Resource Center (NOVEL), and Duke University Press Journals (CUNY). In response to the value by CSI users, the Duke University journals were reacquired by the CSI Library.

- Maintained and promoted **179+** current and new electronic resources that include single e-journals, subject databases, and aggregated resources. An analysis of database usage is conducted annually. Figures 2 and 3 below illustrate the top 15 databases most accessed, as well as the top 15 databases that had the most full-text retrieved/ downloaded.
- Installed a digital slideshow to promote services and resources offered at the CSI Library. It features services of the Office of Inter-Library Loan, Laptop Loan Program, remote access to databases, library hours of services, and resources such as Web of Knowledge, research guides, and the EBSCO Integrated Search that enables users to search multiple databases at once.
- Promoted the use of a multiple-database search engine called EBSCO Integrated Search. Effects of the use of this new database resulted in several databases becoming prominent to patrons, namely MasterFile Premiere, eBrary (a fairly new e-resource for e-books), and Gale Virtual Reference.

The following charts illustrate the 15 most used databases.

Most Accessed Database				
DATABASE	Sessions	Rank 09/10	Rank 08/09	Rank 07/08
Academic Search Complete	51647	1	1	2
Lexis-Nexis Academic	22241	2	n/a	n/a
Science Direct (Elsevier Journals)	12240	3	2	1
PsycINFO	11470	4	5	6
MasterFILE Premiere	10298	5	28	28
PsycARTICLES	10220	6	4	4
American Chemical Society Journals	8491	7	3	16
eBrary	6780	8	n/a	n/a
MedLine with Full Text	6759	9	19	18
CINAHL Plus with Full Text	6472	10	8	9
SocINDEX with Full Text	6180	11	9	14
WorldCat	5516	12	10	7
Wiley eJournals	5344	13	6	3
Gale Virtual Reference	5288	14	24	79
Opposing Viewpoint Resource Center	4933	15	12	8

Figure 2.

Most Accessed Database to Retrieve Full Text				
DATABASE	Full Text retrieved	Rank 09/10	Rank 08/09	Rank 07/08
Academic Search Complete	80294	1	2	3
JStor	71211	2	3	2
eBrary	48300	3	n/a	n/a
Science Direct (Elsevier Journals)	30058	4	1	1
Lexis-Nexis Academic	21613	5	5	n/a
PsycARTICLES	21428	6	7	8
American Chemical Society Journals	12605	7	6	4
Opposing Viewpoint Resource Center	10756	8	14	11
Gale Virtual Reference	10740	9	21	84
New York Times Historical	10361	10	8	10
CINAHL Plus with Full Text	9208	11	13	14
Education Abstracts with Full Text	6793	12	9	18
Literature Resource Center	6359	13	18	17
Project Muse	5498	14	23	15
SocINDEX with Full Text	5102	15	20	48

Figure 3.

Goals for 2010/2011:

- Continue to promote new and current electronic resources to the campus community, especially e-books.
- Review and update the Electronic Resources Collection Development guidelines.
- Integrate e-resources into courses through websites or BlackBoard.
- Create kiosks (smart terminals) for access only to electronic databases

INTER-LIBRARY LOAN/DOCUMENT DELIVERY (ILL/DD) REPORT

Staffing:

Andrew Leykam, Assistant Professor and Coordinator of Interlibrary Loan

Dorothy Walsh, Office Assistant

Jane Kisto, College Assistant, Material Processor (through January 2010)

Activities this academic year:

- Reviewed and streamlined workflow in the Office of Inter-Library Loan/Document Delivery, including the relocation of the pick-up/drop-off location for ILL books.
- ILLIAD became fully accessible and active for patrons by November 2008 allowing for electronic delivery of article and the creation of online accounts allowing for request tracking. In May 2009, there were 149 registered users; in May 2010 there were 604 registered users.
- Acquired new microform machine that has the capability of scanning and delivering materials electronically. The acquisition of this equipment has improved speed of delivery and enables faculty to make electronic copies of their research materials, especially rare items that are available in microform. Funding for this equipment was provided by the Friends of the College of Staten Island.
- Fulfilled 2403 of 2978 requests of articles and books for students and faculty (1427 articles and 976 books) 81% of all requests, in contrast to last year's fulfillment of 1280 out of 1648 requests of articles and books for students and faculty (539 articles and 741 books) 81% of all requests. With the increase in use of CLICS requests, we have seen a shift in ILL for requests for more rare items not readily available. This has had an impact on our ability to fulfill all requests.
- Fulfilled 1953 of 6163 requests from other institutions (778 articles and 1175 books) in contrast to last academic year's fulfillment of 1261 of 4757 requests from other institutions (553 articles and 708 books). This increase is as result of implementing ILLIAD and the microform/scanner, both of which have improved speed of delivery.
- The average turnaround time for items to reach CSI patrons remains the same: 4 days for articles and 10 days for books. However, this is the average turnaround time factoring the hard to obtain items; general requests for articles can be quicker. Book requests still must factor in the physical constraints of shipping.
- Joined IDS, an Inter-Library Loan group that will enable CSI to increase its access to free and speedy exchange between institutions.

The two charts below demonstrate Interlibrary Loan Transactions over the past years:

ILL requests fulfilled for CSI students and faculty:

FISCAL YEAR	TOTAL
2009-2010	2403
2008-2009	1277
2007-2008	1679
2006-2007	2326

ILL requests provided to other institutions

FISCAL YEAR	TOTAL
2009-2010	1953
2008-2009	1261
2007-2008	1570
2006-2007	1118

Goals for 2010/2011:

- Continue to improve service to our patron, enabling quicker access to materials they request.
- Expand IDS membership and services to help improve ILL/DD services.
- Explore ways of obtaining funds to acquire fee-based materials to help improve access to research materials needed by faculty and students.
- Explore IDS acquisitions add-ons for ILL/DD to help identify additional resource needs for the Library.
- Re-evaluate staffing models to address the changing demand and increase for ILL/DD services.
- Conduct a user-satisfaction survey to contribute to the 2010/2011 self study.

INSTRUCTION SERVICES

Instruction Services consists of the Center for Excellence in Learning Technologies and the Library Instruction Program. This service area provides (i) instruction to students to learn how to effectively access and identify print and electronic materials, and (ii) instruction to faculty on creating and integrating multimedia and web-based programs for inclusion in classroom instruction. The following reports are summaries of services provided in each of the units that make up Instruction Services.

CENTER FOR EXCELLENCE IN LEARNING TECHNOLOGIES (CELT)

Staffing:

Mark Lewental, Higher Education Officer, Acting Coordinator of CELT (January 2009 - present)
Kristen Lindtvedt, College Laboratory Technician, Media Specialist

Ziv Karmi, Adjunct College Laboratory Technician, Technical Support Staff
Matthew Eisenberg, College Assistant, Technical Support Staff
Roger Matthews, College Assistant, Technical Support Staff (through January 2010)
David Kanneh, College Assistant, Technical Support Staff
Kouame Nguessan, College Assistant, Technical Support Staff (February 2010-present)

Activities this academic year:

- A total of 1306 Blackboard course sites were support by CELT staff members. In fall 2009, 599 Blackboard course sites were active (410 in fall 2008; 46% increase). By spring 2010, 707 active course sites (462 in spring 2009; 35% increase).
- More than half of the interaction with faculty in CELT dealt with Blackboard; the other half was spent on assisting faculty with PowerPoint presentation skills, TurnItIn, Web Design, Multimedia (i.e., Photoshop, iTunes, Camtasia, etc.), CUNY portal help, etc.
- One-on-one training sessions were provided for faculty along with group training sessions, which were held in the Digital Learning Lab.
- Several websites were developed and designed for individuals, who in turn have become self-sufficient in maintaining their websites.

LIBRARY INSTRUCTION SERVICES

Staffing:

Allen Natowitz, Associate Professor and Coordinator of Library Instruction (October 2009 – present)

Robert Nelson, Associate Professor and Coordinator of Library Instruction (through October 2009)

Ten (10) librarians participated in teaching library instruction, including the Coordinator of Library Instruction. They include: Rebecca Adler-Schiff, Jonathan Cope, Joseph Deodato, Andrew Leykam, Mark Aaron Polger, Brendan Plann-Curley, Linda Roccas, Amy Stempler, and Judy Xiao

Activities this academic year:

- Provided 283 library information literacy sessions, spread over 20 disciplines: 23 were for the 500 level or graduate courses, 65 were 200-400 level courses, and 181 were 100 level courses.
- Fourteen (14) instruction sessions were provided to non-curricular courses. These include 3 remedial courses, 7 for the PASS program, 1 for CSTEP, and 3 for the AP Biology CSI High School Students.
- Provided hands-on instruction sessions for faculty in a library workshop scheduled during winter intersession. Nineteen (19) faculty members attended 42 sessions of workshops. Workshops included Blackboard, TurnItIn, RefWorks, ArtStor, Journal Citation Reports, Digital Collections in the Social Sciences, Web of Knowledge, creating Research Alerts, and locating Statistics. Blackboard, RefWorks, and TurnItIn had the highest participation.
- Jonathan Cope initiated and maintains the online Resource File to collect handouts created by librarians for instruction sessions.

Library Instruction, 1998/1999 - 2009/2010

	Total enrollment	# of teaching librarians	# of sessions	Undergraduate	Graduate	# of students in attendance	% of total enrollment reached	Coordinator of Library Instruction
1998/1999	11980	7	99	90	9	2750	22.9%	Rebecca Adler
1999/2000	11370	9	104	93	11	2784	24.40%	Rebecca Adler
2000/2001	11115	9	126	116	10	3332	29.90%	Rebecca Adler
2001/2002	11325	9	123	106	17	3352	29.50%	Edward Owusu-Ansah
2002/2003	12089	10	170	259	17	4615	38.10%	Edward Owusu-Ansah
2003/2004	12422	11	210	192	18	5779	46.50%	Edward Owusu-Ansah
2004/2005	12442	12	219	199	20	6154	49.40%	Edward Owusu-Ansah
2005/2006	12083	11	240	215	25	6665	55.10%	Edward Owusu-Ansah
2006/2007	12313	11	273	258	15	6484	52.60%	Catherine Perkins
2007/2008	12517	9	248	230	10	6209	49.50%	Linda Roccas
2008/2009	13092	11	263	235	18	6575*	50.20%	Robert Nelson
2009/2010	13800	10	283	246	23	7150*	51.80%	Allen Natowitz

Goals for 2010/2011:

- Continue to be creative and innovative in providing one-shot library instruction sessions to current courses that have been receiving library instruction and to prospective courses.
 - In particular, continue to promote the benefits of information literacy instruction sessions to the college community, especially for majors in the division of Science & Technology.
 - Each teaching librarian will complete an assessment of at least one instructional session.
 - Provide library instruction in the form of walk-in workshops to address special topics.
 - Design and implement library workshops for faculty in January 2011.
 - Create and pilot at least one online video-based tutorial with an assessment component.

*numbers were estimated in cases where unavailable.

PUBLIC SERVICES

Public Services consist of the following areas: Archives & Special Collections, Media Services, and Reference Services. These units interact with students, faculty, staff and members of the Staten Island community, in gaining access to primary and secondary scholarly resources needed. The following reports are summaries of services provided in each of the units that compose Public Services.

ARCHIVES & SPECIAL COLLECTIONS

Staffing:

James Kaser, Professor and Archivist

Maria DeMartinis, Office Assistant

Jeffrey Coogan, College Assistant, Material Processor

Kelly Cutaia, College Assistant, Material Processor

Katie Fernandez, College Assistant, Material Processor

Four (4) Interns assisted in arranging and processing materials

Activities this academic year:

- Continued to acquire and maintain a bibliography of Staten Island materials. New discoveries included several works of pulp fiction set on Staten Island and microfilm of Staten Island newspapers from the mid-nineteenth century.
- Coordinated a series of programs, including Archives History Day, Faculty/Staff Author Talks, and presentations concerning the history of the Jewish Community on Staten Island (co-sponsored by CSI Hillel). Received two grants of approximately \$500 each from Campus Activities Board to help cover the costs of Archives programs.
- Coordinated a special project to catalogue more than 250 Fresh Kills Landfill reports, many of which CSI is the only institution to own a copy.
- Secured a NYSED grant of \$13,079 for Phase II Documentary Planning Project: Staten Island Environmental History.
- Acquired exhibit cases for the Rotunda to install an Archives presence on the first floor of the Library. Funding was made possible by the Office of the Borough President.
- Supervised four internships: two interns were from the library programs at the Palmer School of Library and Information Science, Long Island University and the other two were from the School of Information and Library Science at Queens College. They completed projects that included arranging and describing materials for the Senator John J. Marchi Papers and digitizing a volume of nineteenth-century Richmond County Board of Supervisors minutes.

Goals for 2010/2011:

- Continue to seek out and acquire materials appropriate for the CSI Archives
- Continue to collaborate with classroom faculty on curriculum based projects using primary sources.
- Establish on-going conservation for special collection materials.
- Further develop the Archives exhibition space in the Volpe Rotunda.
- Create a digitization laboratory for oversize material.

MEDIA SERVICES

Staffing:

Mark Lewental, Higher Education Officer, Director of Library & Media Technologies

Antonio Gallego, HEO Assistant, Assistant Director of Media Services

Alex Dudek, Information Systems Associate

Stanley Zimmerman, Senior College Laboratory Technician, Media Specialist

Lillian Werner, Administrative Assistant

Michael Caravella, College Assistant, Classroom Delivery Services

Peter Christodoro, College Assistant, Classroom Delivery Services

Michael DeAngelis, College Assistant, Classroom Delivery Services

Venice Hall, College Assistant, Classroom Delivery Services

Daniel Johnson, College Assistant, Classroom Delivery Services

Saer Kandji, College Assistant, Classroom Delivery Services

Jonathan Liguori, College Assistant, Video Editing Technician

Stephen MacDonald, College Assistant, Classroom Delivery Services

Kristen McNally, College Assistant, Classroom Delivery Services

David Park, College Assistant, Classroom Delivery Services

Elaine Rocco, College Assistant, Media Reservations Clerk

Denise Trapani, College Assistant, Media Reservations Clerk

Fletcher Vredenburg, College Assistant, Weekend Classroom Delivery Services

Activities this academic year:

- Services provided to classrooms throughout campus include **4,509** deliveries and set-ups of audiovisual software and equipment: 2430 in fall 2009, 49 in winter 2010, 1800 in spring 2010, and 230 in summer 2010. An eleven-year compilation of classroom deliveries appears on the next page.
- The **851** transactions of videos and DVDs circulated this past year represents a 16% increase over last academic year's (731) transactions.
- Services in support of non-classroom events throughout the campus included **720** deliveries and set-ups, a **71%** increase in requests over last year's (420 deliveries and set-ups). These events and programs include the Town Hall Meetings for CSI's New Mission/Vision and Master Plan, Retreats of Senior Administrative units/committees, Borough President's "State Of The Borough Address," Assessment Day, Undergraduate Conference, Convocation, Commencement, and High School graduations held on campus, and The New York Philharmonic concert at CSI. A table of service provided over the past eight years is listed on page 34.
- As support for laptop and LCD projectors decreases, support for 110 SMART classrooms on campus, is gradually on the increase. During this academic year, there were 348 calls recorded for repair and/or assistance in SMART classrooms.
- With the increase in use of SMART Classrooms, the need for faculty loans of laptops and projectors has decreased significantly. Data for the past two years is as follows: laptop loan in 2008/2009: 93 and 2009/2010: 77; projector loans in 2008/2009: 73 and in 2009/2010: 30.

- Transcribed and uploaded to BlackBoard the digital audio of interviews for several senior administrative positions.
- Assisted faculty and staff with classroom presentations using edited videos, still photographs, PowerPoint, and Camtasia.
- Videotaped and produced an edited DVD for special events, such as, Commencement, Class Lectures, SEEK events, and Convocation.
- Collaborated with the SEEK Department to mentor three (3) Interns (Intern/Mentoring Program with Media Services).
- Assisted faculty with setting up video projects. Faculty members were from three departments, namely: Business, Education, and Nursing.
- Instruction on video editing and production for faculty in the departments of Psychology and Physical Therapy.

The following chart shows an eleven-year period of deliveries and set-ups of audiovisual materials and equipments in classrooms across campus seven days/week, from 8:00am through 10:00pm.

Classroom Deliveries from 1998/1999 through 2009/2010

	FALL	WINTER	SPRING	SUMMER	TOTAL
2009-2010	2430	49	1800	230	4,509
2008-2009	2094	75	1920	293	4,382
2007-2008	2215	39	1919	255	4,428
2006-2007	2520	62	2145	278	5,005
2005-2006	2369	36	2097	295	4,797
2004-2005	2549		2295	253	5,097
2003-2004	2516		2427	345	5,288
2002-2003	2266		2098	291	4,655
2001-2002	1914		1847	268	4,029
2000-2001	2052		1941	224	4,217
1999-2000	2166		2008	287	4,461
1998-1999	2051		2252	247	4,550

GRAND TOTAL	55,418
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Non-Classroom Deliveries for Special Events

FISCAL YEAR	TOTAL
2009-2010	720
2008-2009	420
2007-2008	329
2006-2007	261
2005-2006	368
2004-2005	387
2003-2004	360
2002-2003	388

Goals for 2010/2011:

- Recruit to replace line for Audio-Visual Technician.
- Explore Resource Management Systems for scheduling media requests.
- Explore staffing model for non-academic deliveries and set-ups.
- Integrate musical scores acquired from the Department of Performing and Creative Arts.
- Institute record management for video and photograph requests.

REFERENCE SERVICES

Staffing:

Rebecca Adler, Associate Professor, Head of Reference Services
Jonathan Cope, Instructor, Outreach Librarian

Full-time reference Librarians include: Joseph Deodato, Ewa Dzurak, Tim Hasin, James Kaser, Andrew Leykam, Allen Natowitz, Mark Aaron Polger, Linda Roccas, Amy Stempler, Judy Xiao. Adjunct Librarians include: Bruce Abrams, Izabela Bozek Barry, Lois Cherepon, RoseAnn Delli Paoli, Catherine Healey, Lisa Holland, Phillip Klinge, Susan Malone, Brendan Plann-Curley, Edith Schmeiser, Michael Smith, and Alevtina Verbovetskaya.

6 work-study students assist with shelving and maintaining the reference stacks.

Activities this academic year:

- Reference Services is staffed by professional librarians 97.5 hrs/week, at all times that the Library is open. The Reference Desk on the first floor is staffed by fourteen (14) full-time librarians from 8am – 7pm, during weekdays, along with four (4) adjunct librarians who substitute for faculty members on reassignment and sabbatical leaves. Nine (9) other adjunct reference librarians staff the second floor reference desk during evenings from 6:00pm – 11:00pm and on weekends from 8:30am – 9:00pm on Saturdays and from 12noon – 9:00pm on Sundays.
- Reference Services meetings were held for full-time librarians in July 2009 and for part-time librarians in March 2010. Issues dealing with reference services in all forms during weekdays, evenings, and weekends were addressed. Unique characteristics of six (6) new databases recently purchased were demonstrated by Head of Reference, Rebecca Adler Schiff, as well as the adjuncts, including Bruce Abrams, Philip Klinge, Brendan Plann-Curley, and Michael Smith. The Chat Reference Service was also introduced and demonstrated by Jonathan Cope.
- Reviewed and updated web-based research guides in the various disciplines and topics. Categories were streamlined to ensure consistency among the various disciplines. Engaged adjunct librarians in creating new subject Web-guides.
- A co-browser monitor was installed at one of the Reference Desk terminals to facilitate interaction between librarian and user when searching for information, electronically. This new utility has worked well so much so plans are underway to install two additional co-browsers.
- The Ask-a-Librarian service remains a steady gateway for e-mail reference questions. The number of questions were slightly higher this academic year (n=190) over last year's (n=172).
- Introduced Chat Reference Services as a pilot in summer 2009 and fully implemented the service in fall 2009. The service has been utilized far more than the Ask-a-Librarian services with 265 transactions, 95% of which were research related questions.

- “e” symbols were placed on all print reference books to indicate to browsers that these titles are also available in our online e-book collection.
- Introduced the CSI Library on FaceBook in spring 2010 to promote e-resources and library services. It is being monitored by Jonathan Cope, Mark Aaron Polger, and Wilma Jones.
- Initiated daily record keeping of reference statistics during evenings and weekend hours to monitor usage by Patrons. Data from these records raised questions about type of transactions and resources requested, via type of visit (i.e. f2f, e-mail, chat, or telephone). A survey to pursue these questions will be considered in summer 2010.

Goals for 2010/2011:

- Monitor responses to chat reference questions and assess the service at the end of the year.
- Coordinate the installation of additional co-browsers at reference desks.
- Explore and evaluate the use of e-reference books, i.e. Gale, Oxford, Salem, and Cambridge collections, as they are integrated into the collection.
- Conduct two (2) surveys in reference to assess: (i) the quality of service provided to patrons (from patrons’ perspective); and (ii) nature of services requested of librarians by patrons.
- Continue to provide quality service to our patrons via the diverse interactions possible (i.e. in person, via telephone, e-mail, or chat/instant messaging).

PART III:

GOALS FOR NEXT YEAR: 2010/2011

Goals for 2010/2011

The CSI Library aims to continue to provide relevant and current resources to meet the scholarly needs of its expanding student body and faculty. Eight goals have been developed to be accomplished in the 2010/2011, with the intent to complete, strengthen, and improve upon goals initiated in 2009/2010.

These goals are:

- **Goal One:** Improve and strengthen the collections
 - Continue to emphasize collection development especially for new initiatives, academic priorities, and programs preparing for accreditation.
 - Explore the integration of e-books to expand and improve access to the holdings.
 - Explore the role of circulating e-readers for e-books in an academic environment.
 - Coordinate with the Office of Advancement to raise funds to support library resources.
 - Continue to perform thorough reviews of gift items for addition to the collection.

- **Goal Two:** Improve access to the various collections available in and outside of the Library
 - Continue to develop a local library collection in the Macauley Honors College space for students.
 - Establish on-going conservation for special collection materials.
 - Explore ways of obtaining funds to acquire fee-based materials to help improve access to research materials needed by faculty and students.
 - Institute record management for video and photograph requests.
 - Coordinate with OIT to facilitate the integration of academic software onto PC workstations on the 2nd and 3rd floors of the Library.
 - Coordinate with B&G and OIT to increase the number of power and network outlets.

- **Goal Three:** Continue to support learning and research by providing class, group, and individual instruction to students and faculty
 - Continue efforts to integrate information literacy into the majors, in particular disciplines in the Division of Science & Technology.
 - Provide library instruction in the form of walk-in workshops to address special topics.
 - Assess the interdisciplinary methods course recently developed by the Library as an elective course for the MALS program.
 - Explore the integration of providing formal reference consultation services for students and faculty.

- **Goal Four:** Promote use of the services and resources of the library
 - Continue to promote the services and resources in as many ways possible, and as often as possible. In particular, improve upon the dissemination of information via new avenues such as the new e-newsletter, chat reference, and FaceBook.

- **Goal Five:** Create a comfortable and welcoming environment that inspires individual and collaborative learning
 - Continue to provide quality service to our patrons via the diverse interactions possible (i.e. in person, via telephone, e-mail, or chat/instant messaging).

- Pursue the renovation and transformation of the 2nd Floor to include graduate group study rooms and a learning commons environment.
 - Monitor use of Group Study Rooms.
 - Attend to the challenges arising from overcrowding at popular hours and consequent noise.
 - Continue to seek support to recruit a building manager for 1L, one who will attend to the physical, environmental, and safety concerns of the Library and also act as an effective liaison to Buildings & Grounds.
- **Goal Six:** Review and develop policies for use of resources and services
- Review and update e-resources collection development guidelines.
 - Review Disaster Preparedness Plan and update assignment of fire/emergency marshals.
 - Implement recommendations from the Greener Library Ad-Hoc Committee.
- **Goal Seven:** Create an environment conducive in support of professional growth for all library faculty and staff
- Recruit new faculty and staff in order to continue to support and maintain quality services.
 - Continue to provide support for junior and senior faculty members, as well as adjunct faculty.
 - Explore CUNY Capstone requirements to recruit graduate student to work in the Library.
 - Provide cross-training for new college assistants.
- **Goal Eight:** Development of the Library
- Monitor the impact on services with regards to 15.5 extended hours of services.
 - Address results of the 2009 Library Survey and implement some of the recommendations from the analysis.
 - Complete a self-study for the Library in 2010/2011.
 - Attend to goals pertaining to 2012 Middle States Accreditation visit.
 - Research the values and investigate the cost of a modular structure appended to the 1L building to accommodate additional study space and computing needs (due to increase in student population, increase in student visits to the library, increase in use of the collections, increase in use of study group rooms, and increase in use of computer workstations and laptops).
 - Further the role of the library in the future development of the College, *vis à vis* long-range institutional planning toward a premier institution and the CUNY Master Plan.

PART IV:

BUDGET REQUEST FOR 2010/2011

BUDGET REQUEST FOR 2010/2011

Budget Request for materials

The Department of the Library requests an increase in its annual base budget allocation by 165% from \$298,000.00 to **\$790,000.00** each year over the next three years through 2012/2013. If allocated, this budget will enable the Library to: (i) meet the current demands of relevant resources needed to support the current curriculum; (ii) to respond to the acquisition of materials for new and forthcoming academic initiatives; and (iii) to expand and improve the collection to meet benchmarks of aspiring and peer-institutions, such as those in the Urban 13 and the Carnegie Classification. This allocation will also allow us to be adequately prepared for the Middle States accreditation visit in 2012.

The mission of the CSI Library has always been to provide high quality services and access to materials and resources that will best facilitate curriculum-based student-centered learning. Over the past three years, additional funding from special allocations such as the President or the Provost, and/ or year-end funds, enabled the CSI Library to significantly increase the number of current and relevant materials for the various print and e-collections. The results of this infusion of funding have led to positive changes in the usage of the CSI library's collection during this past year. A few examples include: a **28%** increase in circulating monographs; a **65%** decrease in requested items from CUNY Libraries; a **32%** increase in e-journals accessed; and a **16%** increase in use of DVD and VHS materials in classroom instruction. The examples given are a strong indication that the collection is becoming a better match/fit for the curriculum.

It is hoped that future special allocations for library materials will continue as well as be allocated much earlier in the year so that the CSI Library might have a better chance of acquiring all the materials available. With new resources added to the collection in 2009/2010, the CSI Library requires at the minimum **\$562,000.00** to maintain and renew all electronic resources and an estimated minimum of **\$380,000.00** to purchase monographs, serials, audiovisuals, furniture and equipment, and support programs and maintain materials in the Archives & Special Collections.

Budget Request for Personnel

Replacements and additions of professional lines are needed in order to continue and maintain the high quality support provided to students and faculty. The Department of the Library requests two faculty tenure-track lines to replace librarians who separated from the department in 2008/2009 and 2009/2010. These new lines will fulfill the growing need to recruit and provide information literacy to disciplines in the Division of Science and Technology. In addition, a third line in the rank of College Laboratory Technician is needed to support evening and weekend services due to the expanding nature of resources available on the 2nd and 3rd floor of the Library.

Also, with the additional fifteen and a half (15.5) hours of service being implemented in 2010/2011, the impact on personnel is being addressed through part-time staff members in the short-term. Long-term, if these hours persist due to sustained use by patrons, the Library will require additional fulltime clerical and technical staff members (Office Assistants and CLTs) to supervise evening and weekend shifts.

With President Morales' commitment to build a Tier #1 institution at the College of Staten Island, the Library is poised to contribute to this effort given the resources: (i) to recruit the creative and talented

personnel and (ii) to purchase the appropriate materials to better support the Colleges' current curriculum, research activities, and new initiatives underway.

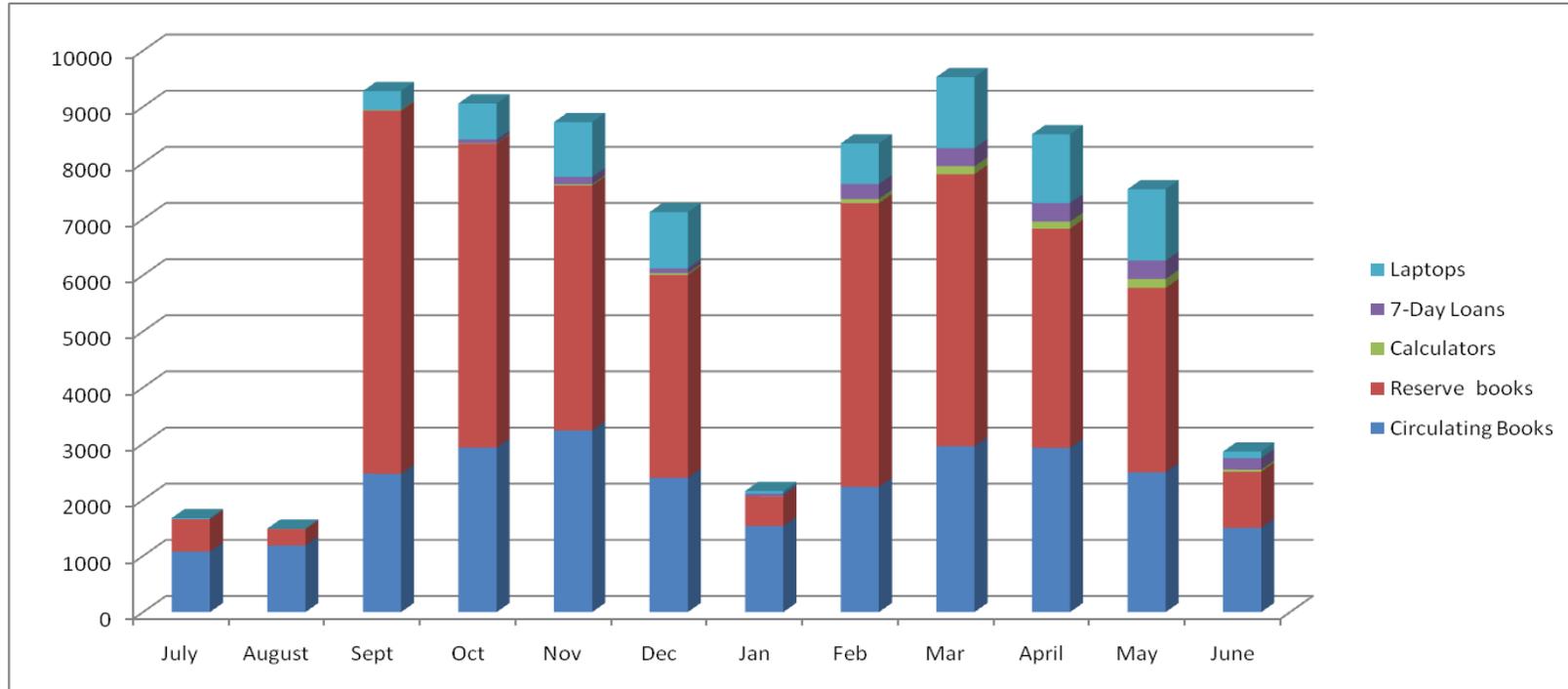
Below is a table illustrating expenditures for the last three years along with the proposed budget request for 2010/2011.

Library Budget Request for 2010/2011

	2007/2008	2008/2009	2009/2010	Request for 2010/2011
Monographs (Ref & Circ)	\$ 246,378.83	\$ 124,293.00	\$ 227,645.00	\$ 300,000.00
Textbooks	\$ 21,784.90	\$ 30,678.38	\$ 104,850.00	\$ 40,000.00
E-Resources (e-jrnl & e-bks)	\$ 310,720.96	\$ 472,579.00	\$ 559,567.00	\$ 700,000.00
Periodicals (print)	\$ 163,725.94	\$ 181,775.81	\$ 89,150.00	\$ 30,000.00
Microforms	\$ 4,783.80	\$ 5,860.40	\$ 11,250.00	\$ 6,000.00
Videos	\$ 4,548.76	\$ 7,278.00	\$ 16,966.00	\$ 18,000.00
Memberships	\$ 5,111.49	\$ 5,785.00	\$ 3,966.70	\$ 5,000.00
Contracts	\$ 14,581.65	\$ 3,003.00	\$ 3,457.00	\$ 6,000.00
Supplies	\$ 14,587.62	\$ 7,114.00	\$ 14,421.15	\$ 15,000.00
Equipment	-	-	\$ 36,127.00	\$ 20,000.00
Furniture		\$ 170,000.00	\$ 55,127.00	\$ 30,000.00
Archives & Special Collections				\$ 30,000.00
	\$ 786,223.95	\$ 1,008,366.59	\$ 1,122,526.85	\$ 1,200,000.00
Base Allocation	\$ 298,650.00	\$ 298,650.00	\$ 298,650.00	\$ 790,000.00
Student Technology Fee	\$ 140,000.00	\$ 190,000.00	\$ 210,000.00	\$ 300,000.00
Grants/Matching	\$ 30,000.00	\$ 40,000.00	\$ 42,000.00	\$ 60,000.00
Special Allocation	\$ 298,000.00	\$ 290,000.00	\$ 360,000.00	
Furniture & Equipment	\$ -	\$ 170,000.00	\$ 91,254.00	\$ 30,000.00
Student Government for Textbooks	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00	\$ 20,000.00
CUNY Textbook Initiative			\$ 111,000.00	
	\$ 786,650.00	\$ 1,008,650.00	\$ 1,122,904.00	\$ 1,200,000.00
PS Budget for College Assistants		\$ 349,303.69	\$ 375,481.97	\$ 439,935.00
PS Budget for Adjuncts			\$ 184,162.16	\$ 212,516.37
Total PS Budget for Support Positions		\$ 349,303.69	\$ 559,644.13	\$ 652,451.37

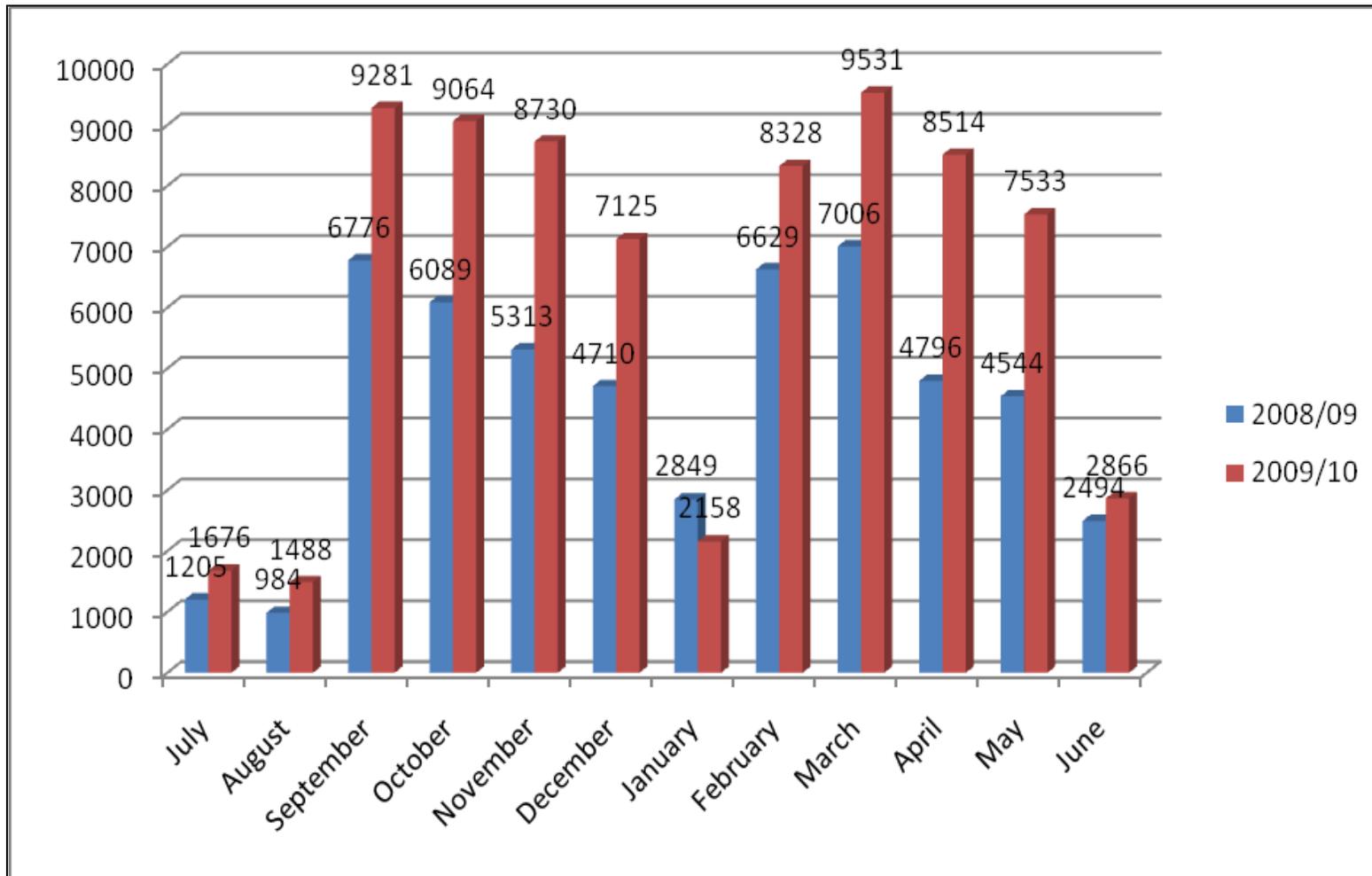
Appendices

Appendix A: Circulation Figures for 2009/2010



	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Circulating Books	1078	1187	2464	2931	3234	2391	1533	2230	2953	2927	2489	1502	26919
Reserve books	578	294	6468	5411	4363	3613	528	5053	4848	3903	3285	997	39341
Calculators	0	0	13	9	23	33	2	77	142	127	160	40	626
7-Day Loans	0	0	0	66	131	85	47	265	322	329	327	204	1776
Laptops	20	7	336	644	978	1003	48	723	1266	1224	1271	117	7637
													76299

Appendix B – Comparison of Circulation Figures, 2008/09 vs. 2009/10



Appendix C: Cost of Databases Subscription, 2007/08 – 2010/11

Database	2007/2008	2008/2009	2009/2010	Estimated 2010/2011
	\$272,954.00	\$296,860.00	\$582,115.66	\$561,653.03
ACM Digital Library	\$2,914	\$3,521.55	\$3,676.50	\$3,827.07
Access World News	0	0	\$19,959.00	\$19,959.00
America: History and Life/Historical Abstracts	\$13,242	\$14,042.92	\$14,017.19	\$14,787.58
American Acoustical Society Journal	\$83	\$87.00	\$85.00	\$85.00
American Chemical Society Archives	\$7,515	\$7,891.00	\$8,285.55	\$8,285.55
American Chemical Society Journals	\$24,701	\$26,832.45	\$28,368.93	\$28,368.93
American Civil War Database	\$4,600	\$125.00	\$125.00	\$125.00
American Inst. of Physics Journals (9 titles)	\$1,616	\$1,892.97	\$1,908.05	\$1,908.05
ARTstor	\$0	\$0.00	\$8,800.00	\$8,800.00
Brill's New Pauly Encyclopedia	\$0	\$0.00	\$7,576.00	\$7,576.00
Cambridge Companions/Histories	0	0	\$17,439.00	\$0
Cambridge Journals Online	\$7,291	\$7,728.00	\$8,114.40	\$8,114.40
Chicago Manual of Style	0	0	\$650.00	\$650.00
Choice Online	\$320	\$366.00	\$402.00	\$402.00
Chronicle of Higher Education	\$3,950	\$4,148.00	\$4,355.00	\$3,950.00
CINAHL PLUS Fulltext	\$2,939	\$3,086.00	\$2,160.00	\$2,160.00
Civil War Research	0	0	\$125.00	\$125.00
Cochrane Nursing Library	\$2,395	\$2,525.00	\$2,514.75	\$2,514.75
Critical Inquiry	-	\$406.93	\$406.93	\$406.93
Duke e-journals	0	0	\$3071.00	\$3071.00
E-brary Academic collection	0	0	\$9,975.00	\$9,975.00
eHRAF World Cultures	0	0	\$1795.00	\$1795
EconLit	\$1,208	\$1,267.89	\$1,331.00	\$1,267.89
First Search Databases	\$500	\$0.00	\$0.00	\$0.00
Gal Virtual Reference "for Students"	0	0	\$5,052.00	\$1,680.01
HAPI - Health & Psychosocial Instruments	\$1,110	\$1,145.00	\$1,202.25	\$1,202.25
Health Reference Center/Nursing Research	0	0	3,352.00	3,352.00
IEEE Computer Science Library	\$7,850	\$8,200.00	\$8,570.00	\$8,570.00
Institute of Physics--Pkg APS	-	\$10,905.00	\$11,020.00	\$11,020.00
Institute of Physics--Pkg Z	\$1,473	\$1,617.04	\$1,657.20	\$1,657.20
JSTOR Health, Life Sciences, & General Sciences	\$3,000	\$6,000.00	\$6,000.00	\$6,000.00
LWW Nursing E-book collection	0	0	12,380.55	12,380.55
MathSciNet	\$4,963	\$5,194.00	\$5,082.00	\$5,082.00
Mental Measurements Yearbook	\$910	\$992.63	\$1,231.10	\$1,329.63
New Palgrave Dictionary of Economics	0	0	\$607.00	\$607.00
New York Times Historical	-	\$3,895.00	\$3,926.74	\$3,926.98
Optics Infobase	\$2,834	\$3,193.90	\$3,139.90	\$3,139.90
Oxford Digital Reference Shelf	\$6,175	\$0.00	\$1680.00	\$1680.00
Oxford English Dictionary Online	\$2,317	\$2,463.24	\$2,593.50	\$2,593.50
Philosopher's Index	\$2,013	\$1,500.00	\$1,575.00	\$1,575.00

Resources for College Libraries (RCL)	\$1,325	\$1,476.00	<i>\$1,626.00</i>	<i>\$1,626.00</i>
SAGE Journals	\$0	\$0	\$27,442.53	\$27,442.53
ScienceDirect	\$80,491	\$87,093.35	<i>\$67,058.00</i>	<i>\$67,058.00</i>
SciFinder Scholar	\$13,740	\$14,222.00	<i>\$16,355.00</i>	<i>\$16,355.00</i>
Serials Solutions	\$3,741	\$3,976.88	\$4,367.00	\$4,367.00
Springer E-Books	-	-	<i>\$60,000.00</i>	<i>\$10,000.00</i>
SpringerLink Journals	\$11,509	\$12,177.59	<i>\$12,786.47</i>	<i>\$12,786.47</i>
Taylor & Francis	0	0	0	\$26,762.00
Thieme Journals	0	\$2,049.00	<i>\$2,292.00</i>	<i>\$2,292.00</i>
Ulrichsweb	\$1,728	\$1,814.40	<i>\$1,905.12</i>	<i>\$1,905.12</i>
Valueline		\$2,300.00	<i>\$2,415.00</i>	<i>\$2,612.00</i>
Wall Street Journal	\$7,392	\$7,760.00	<i>\$7,760.00</i>	<i>\$7,760.00</i>
Web of Knowledge	0	0	<i>\$82,368.00</i>	<i>\$82,368.00</i>
Wiley Blackwell Journals	\$47,110	\$50,013.72	<i>\$81,936.00</i>	<i>\$83,089.64</i>

Appendix D - Professional Staff – Full-time

Wilma Jones, Associate Professor, Chief Librarian

Rebecca Adler Schiff, Associate Professor, Head of Reference

Jonathan Cope, Instructor, Instruction/Reference Librarian

Joseph Deodato, Assistant Professor, Web Services Librarian

Alex Dudek, Information Technology Specialist

Ewa Dzurak, Assistant Professor, Cataloging Services Librarian

Brian Farr, College Laboratory Technician, System Manager

Antonio Gallego, HEO Assistant, Assistant Director of Media Services

Timothy Hasin, Assistant Professor, Acquisitions Librarian

James Kaser, Professor, Archivist

Mark Lewental, HEO, Director of Media & Library Technologies

Andrew Leykam, Assistant Professor, Coordinator of Inter-Library Loan

Kristen Lindtvedt, College Laboratory Technician, Media Specialist

Allen Natowitz, Associate Professor, Deputy Chief Librarian & Coordinator of Library Instruction

Mark Aaron Polger, Assistant Professor, Instruction/Reference Librarian

Linda Roccas, Professor, Electronic Information Services Librarian

Amy Stempler, Assistant Professor, Instruction/Reference Librarian

Judy Xiao, Assistant Professor, Periodicals Librarian

Stanley Zimmerman, Senior College Laboratory Technician, Media Specialist

Professional Staff – Part-time

Bruce Abrams, Adjunct Assistant Professor

Izabela Bozek, Adjunct Assistant Professor

Lois Cherepon, Adjunct Assistant Professor

RoseAnn Delli Paoli, Adjunct Assistant Professor

Catherine Healey, Adjunct Assistant Professor

Lisa Holland, Adjunct Assistant Professor

Ziv Karmi, Adjunct College Laboratory Technician

Phillip Klinge, Adjunct Assistant Professor

Susan Malone, Adjunct Instructor

Brendan Plann-Curley, Adjunct Instructor

Edith Schmeiser, Adjunct Assistant Professor

Michael Smith, Adjunct Assistant Professor

Alevtina Verbovetskaya, Adjunct Instructor

Clerical Support Staff

Elaine Beurnier, Administrative Assistant, Circulation/Reserves

Maria DeMartinis, Office Assistant, Archives and Special Collections

Paula Drakontis, Office Assistant, Acquisitions

Barbara DuVal, Office Assistant, Periodicals

Jamila Vasser, Administrative Assistant, Chief Librarian's Office

Dorothy Walsh, Office Assistant, Inter-Library Loan & Document Delivery

Lillian Werner, Administrative Assistant, Media Services

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