Library Annual Report

January 1, 2018

W. Bede Mitchell
Georgia Southern University, wbmitch@georgiasouthern.edu

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I. **Mission and Vision Statements**  
Provide a brief assessment of where the College stands with respect to achieving the *Mission* and *Vision* articulated last year.

In order to contribute to an efficient and effective consolidation of Georgia Southern University and Armstrong State University, the personnel of the Zach S. Henderson Library and the Lane Library engaged in an extensive review of all policies, procedures, and services. The goal was to ensure Georgia Southern University faculty, staff, and students will receive the same excellent library services and resources on all three campuses.

Our process resulted in eleven recommendations that were endorsed unanimously by the members of the Libraries’ Operational Work Group (OWG) and approved by the Consolidation Implementation Committee (CIC). Prior to submitting the recommendations to the CIC, the OWG presented the results of their work to a meeting of the combined Libraries’ personnel, who expressed their full support for the recommendations.

1. **Recommendation:** That the library operations and staff be merged as described in the Library and Learning Resources section of the SACSCOC prospectus.

   The proposed organization chart for the new GS Libraries was unanimously endorsed by members of both libraries, and was accepted without modifications. All personnel from both libraries were slotted into positions for which they were suited by virtue of their experience and interests.

2. **Recommendation:** That the libraries consolidate their integrated library systems.

   This extraordinarily complex project was completed in cooperation with the staffs of Georgia Southern University Information Technology Services and the University System of Georgia Executive Director of Library Services. The system is functioning, while data clean-up and tweaking of functionality continues.

3. **Recommendation:** That the new Georgia Southern University allow Armstrong’s librarians to retain their current faculty ranks and be given a one-time irrevocable choice of a tenure-track or non-tenure track position. Decisions will be made in preparation for the 2019 contract year.

   All Lane librarians but one preferred to continue in non-tenure-track faculty positions. In the case of the librarian who selected tenure-track status, the status change was effective July 1, 2018.

4. **Recommendation:** That the revised Library and Learning Resources Section of the SACSCOC prospectus be accepted as submitted to the Universities’ SACSCOC prospectus coordinators.

   The Library and Learning Resources Section of the prospectus described the reorganized GS Libraries’ full compliance with SACSCOC standards.

5. **Recommendation:** That policies will be reconciled throughout the implementation process, with priority placed on policies affecting students.
We reached all decisions by achieving consensus collegially.

6. **Recommendation:** That the position descriptions for classified personnel submitted to Human Resources be accepted.

   Achieved immediately after the new GS Libraries organization chart was approved.

7. **Recommendation:** That the librarians send their respective IT departments identical lists of resources and services that require IT and Library cooperation and information sharing. The librarians will ask to be informed by relevant IT OWGs of developments as consolidation progresses.

   This recommendation was achieved routinely, due to the long-standing effective working relationships that have existed between the libraries and their campus IT colleagues.

8. **Recommendation:** That there be a Libraries home page that clearly delineates the existence of two facilities (Henderson and Lane), provides the service hours and locations of each library, and at a minimum includes links so patrons may obtain policies, events, and contact information.

   The new design was unveiled prior to Fall Semester 2018 classes.

9. **Recommendation:** That licenses be negotiated to allow access to both libraries’ resources by July 1, 2018.

   This step involved hours of negotiations with vendors. Unfortunately, this extension of access to all campuses and the lack of new dollars for the GS Libraries’ results in an even larger budgetary shortfall, since the Lane Library monies are insufficient to cover the additional costs of the subscriptions formerly licensed only by Henderson Library.

10. **Recommendation:** That the New Georgia Southern University Libraries Mission Statement be accepted.

    “GS Libraries support Georgia Southern University’s mission by providing access to information, collections, and services designed to meet the scholarly needs of the University and its diverse community. The Libraries advance independent lifelong learning, information literacy, intellectual and creative discovery, and student success. We foster a welcoming and innovative learning environment, both physically and virtually, for research, collaboration, and preservation of resources.” Endorsed unanimously.

11. **Recommendation:** That the new Georgia Southern University Libraries aspirational goals be accepted.

    “Aspirational Goals:
1. Students, faculty and staff will have ready access to the information resources and library services they need regardless of point of access.
2. Library personnel will support the teaching, learning, and scholarship of students, faculty and staff through library outreach activities providing responsive and user-centered services.
3. Students will acquire information literacy proficiency and knowledge in support of academic success and lifelong learning.
4. The libraries will provide space and infrastructure conducive to group and individual study, and the use of physical and digital information resources.
5. Patrons will receive timely, accurate, courteous, and impartial service from all library personnel.
6. The collections, resources, and services of the Georgia Southern University Libraries exist primarily to serve current Georgia Southern faculty, students, and staff. Other individuals are welcome to visit the Libraries and will be eligible for clearly defined levels of service and access.
The Georgia Southern University Libraries will exercise thoughtful and deliberate stewardship of all resources in pursuit of these goals.”
Endorsed unanimously.

II. **Major Objectives and Accomplishments for 2017-2018**
Provide a listing of the College’s 2017-2018 Major Objectives and how they relate to the Institution’s Strategic Themes and budget requests. Make sure that the reports explain and evaluate the effectiveness of last year’s action plans developed from findings and analysis.

<table>
<thead>
<tr>
<th>2017-2018 Major Objectives Report</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Institutional Strategic Theme</strong></td>
</tr>
<tr>
<td>Promote Academic Excellence</td>
</tr>
<tr>
<td>Enhance Student Success</td>
</tr>
<tr>
<td>Increase Research and Creative Activity</td>
</tr>
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</table>
Services for collecting, preserving, and managing the “born-digital” output of the institution’s faculty and students

Expand development and promotion of scholarly communications support, including institutional repository and data management services

Added 57,755 works to the institutional repository. Conducted multiple SelectedWorks and Plum-X presentations to liaisons, ORSSP, college deans, and college leadership teams.

Extend promotional activities to the Armstrong and Liberty campuses, where there were no institutional repositories.

Ensure Fiscal Sustainability

A wide and deep range of information resources selected to match the needs of the institution’s faculty and students

Eliminate $1.4 million budget shortfall by continuing to identify costs that can be eliminated, and seeking increase in base budget to reduce dependence on year-end funding

Increase to the base budget was offset by the loss of $480,000 of e-tuition.

Develop long-term fiscal plan with new Provost.

* Strategic Themes:
  - Promote Academic Excellence
  - Enhance Student Success
  - Increase Research and Creative Activity
  - Ensure Fiscal Sustainability

2017-2018 Budget Allocation Report

<table>
<thead>
<tr>
<th>Institutional Strategic Theme*</th>
<th>College Major Objective</th>
<th>Budget Funding Requested</th>
<th>Budget Funding Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
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</table>

* Strategic Themes:
  - Promote Academic Excellence
  - Enhance Student Success
  - Increase Research and Creative Activity
  - Ensure Fiscal Sustainability
III. Accomplishments and Productivity for 2017-2018

A. Library Services and Activities – Narrative of Accomplishments

- Provide a bulleted list of significant or major accomplishments

- Coordinated first full year of Alma implementation for Acquisitions, Cataloging, & Continuing Resources workflows.
- Conducted a subscription consolidation project for the University Libraries (Lane & Henderson) in order to eliminate duplication of electronic resources and to provide equal access to resources for both.
- Began scheduled subscription reviews with Library faculty and cancelled 3 databases as a result.
- Moved 6,338 government documents volumes to the Automated Retrieval Collection (ARC) so that a total of 41,934 government documents are now in the ARC.
- Added 57,755 works to the Digital Commons institutional repository.
- Released the Armstrong State University Collections in Digital Commons, currently comprised of 1,450 files.
- 713,222 full text articles viewed by library patrons.
- 10,775 streaming audio tracks played from Naxos Music Library.
- 701,041 searches using the Discovery multi-resource search capability.
- 793,561 institutional repository downloads.
- A new policy, the Identification and Treatment of Bed Bugs, was adopted for the Henderson Library.
- Access Services employees attended 201 training session focusing on Change Management and Customer Services.
- The Access Services Department of Henderson Library and the Circulation and Interlibrary Loan Department of Lane Library consolidated policies and procedures for sharing management platforms (the next-generation online library services platform, Alma; the interlibrary loan platform, ILLiad; and Course Reserves).
- The Access Services and the Research Services Departments conducted a library satisfaction survey of faculty and students during spring semester. The respondents were randomly selected as they visited Henderson Library. The survey contained five questions regarding what we may be doing well and where we need to improve. The Library analyzed 258 responses, a 280% participant increase over last year. 98% of the respondents consider the overall quality of our service to be satisfactory. 48% of the respondents gave the Library the highest possible score in the category of overall quality, a 15% increase from the survey conducted FY16/17.
- The Henderson Library Interlibrary Loan Department became a participant in RapidILL, a unique resource sharing system. All member libraries agree to a 24 hour turnaround time (Monday- Friday) for lending request. Henderson Library Interlibrary Loan Department filled a total of 2,031 requests using Rapid. The average turnaround time for the articles was 8.4 hours. The average turnaround time for the five years prior to joining Rapid was 7 business days. Adding Rapid articles filled and standard ILLiad/OCLC articles filled for this fiscal year, there were 7,369 articles requests filled, up 2,100 from last year. Lane Library began using RapidILL this summer.
- Outreach through Library Open Houses and traveling Open Houses to promote library and data management services to faculty in academic departments
- Introduction of Hendy Minute Clinics for demonstrating library research tips for students.
- Introduction of Research Boot Camps for students with major research paper assignments.
- Updated, reviewed and revised all Subject Guides in preparation for the consolidation of the GS University Libraries.
- Created a Makerspace with poster-making capabilities in the Learning Commons of Henderson Library.
- A thorough review of the print reference collection was conducted, and more than half of the reviewed titles were re-integrated into Henderson Library’s circulating collection.
- Armstrong’s Learning Commons had 221,878 visits and Lane Library had 138,409 visits in FY18. Looking at study room reservations, another indicator of a welcoming environment, the Learning Commons accounted for 8,653 bookings, and Lane Library had 4,165, totaling 12,818.
- In preparation for the merger of catalogs between Henderson and Lane Library, Lane technical services librarians updated summary periodical holdings statements for 2,339 journals.
- More than 4,000 e-journals were added to the Lane Library catalog as they became available on the Armstrong campus, including two JSTOR collections (161 titles), Cambridge UP (378 titles), Wiley Publ. (1,590 titles), Sage Publ. (994 titles), Taylor & Francis Publ. (353 titles), Ovid/LWW Publ. (135 titles), Duke UP, (47 titles), Emerald Publ. (155 titles), Institute of Physics Publ. (80 titles), Project Muse (367), University of Chicago (97 titles).
- Lane Library personnel completed an inventory of all monographic materials in order to improve the accuracy of the catalog. Library staff also undertook a physical inventory of books and media items to determine what has been lost, what has been miss-shelved, and what needs to be replaced. Project included a complete shelf read.
- Lane Library and Learning Commons staff handled 15,236 requests for assistance from patrons, primarily students.
- Replaced old Macintosh computers in the Armstrong Learning Commons with 21 iMac computers, all with 27” screens and 16 GB of RAM.
- Replaced all Lane Library computers with 75 new HP all-in-one computers with 23” screens and core i7 processors.
- The Armstrong Learning Commons acquired 20 new iPads for student use.
- The Armstrong Learning Commons had more than 2,387 laptop loans and 424 iPad Loans. Lane Library had more than 1,050 laptop loans.
- Patron demand triggered acquisition of 140 e-books for Lane Library as part of the demand-driven acquisition program.
- Transitioned all Lane Library web site content to new Georgia Southern University Libraries site.
- Acquired a campus-wide subscription to the Digital New York Times to support instruction and the common read.
- “Conversions” from the Lane Library’s website, an indicator that patrons are using the information resources that we offer, totaled 49,280. This number is a slight decrease from the previous year’s total of 51,395, likely the result of falling enrollment.
- Students and faculty viewed Lane’s LibGuides, web-based guides to subjects, topics, and courses, 26,720 times, and increase over the FY2017 figure of 22,603. This measurement is another indication that our library instruction program is affecting student behavior.

B. Research and Creative Activity – Narrative of Accomplishments

- Provide a bulleted list of significant or major accomplishments. (Colleges are encouraged to provide research and creativity data that most appropriately reflects the College’s achievements.)

Access Services

Refereed Scholarship
http://www.oif.ala.org/oif/?p=12363


**Refereed Presentations**

**National**


Garner, Jessica C. *Right Under Their Noses: Helping Patrons Identify the Resources at their Fingertips*, Full Session, presented with Fred Smith, Jessica Williams, and Jermaine Bryant. 29th Georgia Libraries Conference GLC, October 2017.


**Administrative Office**

Lau, Chu Sing Clement

**Presentations:**

· “Assessing and Improving Library Services at Georgia Southern University”. Poster presentation at the American Library Association/Chinese American Librarians Association Annual Conference in New Orleans, June 24, 2018.
· “Assess and Improve: A Case Study at Georgia Southern University Library.” The International Conference on Embedded Education and Instruction of New Models of Library Service, Beijing, China, November 15-17, 2017.
· “Building Special Collections at Hong Kong Baptist University Library and Georgia Southern University Library.” United International College, Zhuhai, China, October 26, 2017.
· “Building Special Collections: My experience at Hong Kong Baptist University Library and Georgia Southern University Library.” 2017 Academic Seminar in Digital Resource Construction and Knowledge Service, Changchun, China, October 17-18, 2017.

Publications:
· Assess and Improve: A Case Study at Georgia Southern University Library. Proceedings from the 2017 International Conference on Embedded Education and Instruction of New Models of Library Service: The 4th International Conference of Beijing Academic Network Library, pp. 268-278.

Collections and Resource Services

Peer Reviewed Publications


Juried National and International Presentations

Apr. 2018 Mortimore, Jeffrey, and Ruth Baker. “Supporting Student-Led Content Creation in the Distance Learning Environment with LibGuides CMS,” 18th Distance Library Services Conference, San Antonio, TX.

Juried Local and Regional Presentations


Oct. 2017 Slutskaya, Sofia, Jonathan, Heather Jeffcoat, Colleen Hunter, and Jeffrey Mortimore. “What Are We Talking about when We Talk about Discovery in Libraries?” Georgia Libraries Conference, Columbus, GA.


Juried National and International Poster Sessions

June 2018  Mortimore, Jeffrey, and Debra Skinner. “Bridging the Gap: Providing a Marketing and Support Framework for IR Services,” NASIG Annual Conference, Atlanta, GA.

Research Services

Ruth Baker

Research, Scholarly, and Creative Activity

- GaCOIL presentation (Sept. 2017) accepted but not presented due to Hurricane Irma cancellation of conference; scheduled to be presented in Sept. 2018; Title: “Mi Casa Es Su Casa: Supporting Student-Created, Collaborative Learning Environments with LibGuides CMS”
- Georgia Libraries Conference (Oct. 2017) - panel presentation accepted and presented; Title: “Games, Set, Match: Conquer you Library’s Content Management Need with LibGuides CMS” (With Jeff Mortimore, Nikki Rech, Jessica Garner, Billy Glasco and Debra Skinner)

Lori Gwinett

Scholarship

Virtual Exhibits 2017

- February - Virtual President’s Day (Keyani Loftin)
- March - Exploring National Parks from Space (Monica Van Wagenen)
- April - Environment Awareness - EPA (Miranda Swaim)
- August - 2017 Total Solar Eclipse (Miranda Swaim)
- October - Net Neutrality and the FCC (Miranda Swaim)
- November-December - NASA

Artifact Exhibits 2017

- January - 75th Anniversary - Government Documents at Georgia Southern (Rashida Otumba)
- April - Environmental Awareness - EPA (Miranda Swaim)
- November - NASA (Miranda Swaim, Jordin Watkins, Sarah Floyd, Kendra Rice)

Lili Li

1. Peer-Reviewed Scholarly Papers Published:


Note: The Forum for the Development of Chinese Academic Libraries 2017, which was held in Guiyang, China on June 7-9, 2017, collected 213 academic papers and 52 case studies. After a qualification review, expert review, and organizer approval, the conference issued a total of 10 first-class prizes, 29 second-class prizes, and 60 third-class prizes for the submitted papers. 4 first-class prizes, 10 second-class prizes, and 19 third-class prizes are awarded for the case studies. LiLi Li’s paper in Chinese was awarded a second-class prize. His name and Georgia Southern University Library are listed at the top of the second-class prize winners:

Winner List of Papers and Case Studies In the Forum of the Development of Chinese Academic Libraries 2017


Presentations:

Nikki Cannon-Rech

Presentations


Lane Library

Vivian Bynoe

Presentations
Poster Session: Thinking Outside the Box: Librarians and Faculty Developing Critical Literacy Skills in Pre-service Teachers. October 5th, 2017

Red Clay Conference Presentation: Popping the Internet Filter Bubble. November, 11th, 2017

National Youth-At-Risk Conference Presentation: A Teaching-Learning Grant Initiative: Developing the Critical Literacy Instructional Abilities of Pre-Service Educators. March, 6th 2018

Publications
“Developing the critical literacy instructional abilities of pre-service educators” GATEWays to Teacher Education, The Journal for the Georgia Association of Teacher Educators Co-authored with Dr. Anne Katz, and Dr. Patricia Holt, Spring 2018

“Georgia Library Association - Coastal Georgia Library Collaborative” Co-authored with Kristi Smith, Summer 2017-Georgia Library Quarterly

“News-Armstrong State University” Co-authored with Kristi Smith, Summer 2017-Georgia Library Quarterly

“Georgia Library Association - Coastal Georgia Library Collaborative” update, Winter 2018-Georgia Library Quarterly

Kristi Smith

Presentations


Publications


**Supporting Data**

<table>
<thead>
<tr>
<th>Research and Creativity Data</th>
<th>(Data Should Be Provided by College)</th>
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<tr>
<td>Books</td>
<td>Journal Articles and Book Chapters</td>
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<td>Creative-works</td>
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<tr>
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<td>Award Funding</td>
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<tr>
<td>Range of Awards</td>
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</table>
C. Service—Narrative of Significant Service Activities and Accomplishments

- Provide a bulleted list of significant or major activities and accomplishments

Access Services Department

Jessica C. Garner
Georgia Southern University
- University Athletics Committee, Georgia Southern University, 2016-2018, 2018-2020
- Faculty Service Committee, Georgia Southern University, 2016-2018
- Faculty Senate Library Committee, 2017-2018
- Faculty Welfare Committee, 2018-2019
- Faculty Calendar, 2018-2020

Zach S. Henderson Library Work Teams
- Operational Working Group for Fulfillment, Co-chair with Ann Fuller
- Operational Working Group note taker, 2017
- Assessment Team
- Scholarly Communications
- Public Services, Chair 2017- present
- Collections, Micro-team to update the current Disaster Plan 2016-2017
- Online Resources & Services, Co-Chair 2016-2017

Georgia Library Association
- Interlibrary Loan Interest Group, member 2015, 2016, vice chair/ chair elect 2017, chair 2018

GALILEO INTEGRATED LIBRARIES, UNIVERSITY SYSTEM OF GEORGIA
- GIL Fulfillment Co-chair 2017-2018, Chair 2018-2019
- GIL InterLibrary Loan Committee, Functional Committee Chair, 2017

Fred Smith
Faculty Senate, 2017-2018
- Senate Executive Committee, 2017-2018
- Faculty Welfare Committee, 2017-2018
- President of the Georgia Library Association, 2017-2018
- Consolidation OWG, 2017-2018
- Fulfillment OWG Subcommittee, 2017-2018

Administrative Office

W. Bede Mitchell
University System of Georgia, College 2025 Initiative
- Consolidation Functional Area (FA) co-chair for GSU Libraries.
Chu Sing Clement Lau
· American Library Association, International Relations Round Table, International Sister Libraries Committee, Member.
· American Library Association, International Relations Round Table, International Poster Session, Member.
· American Library Association, Library Leadership & Management Association, Library Assessment Repository Task Force, Member.
· Georgia International Conference on Information Literacy Steering Committee, Member.
· Consolidation Implementation Committee, Library Operational Working Group, Co-chair.
· Coordinator, Assessment Work Team.
· Library Building Emergency Safety Team Leader.
· Represented the Library to participate in the community event “Reading Carnival” at the Statesboro High School on Saturday May 19, 2018.
· GALILEO Interconnected Libraries (GIL) Assessment Committee Vice-Chair/Chair-elected.
· GALILEO Interconnected Libraries (GIL) Coordinating Committee, Member.

Collections and Resource Services Department

Debra Skinner
Library Service – Henderson Library
● Vice Institutional Lead, Alma Implementation Project Team
● Chair, Catalog Metadata Librarian Search Committee (year 2)
● Member, Operational Working Group (Armstrong Consolidation)
● Member, Assessment Work Team
● Member, Online Resources and Services Work Team
● Member, Scholarly Communication Work Team

Library Service – GALILEO
● Chair, Alma Cataloging Functional Project Team

Professional Service
● Vice Chair, Cataloging Norm Interest Group, American Library Association

Library Consultations
April 2018 PASCAL Presentation with Barry Robinson for South Carolina Libraries Consortium

Jessica Minihan
Library Service – Henderson Library
● Co-Chair, Collections Work Team (now Collections/Online Resources & Services Team)
● Co-Chair, Online Resources and Services Work Team (now Collections/Online Resources & Services Team)

Library Service – GALILEO
● Member of GIL ACQ/ERM Committee

University Service
● Member, Faculty Grievance Committee
● Member, Calendar Committee

Jeffrey Mortimore
Library Service – Henderson Library
● Member, Alma Implementation Project Team
● Member, Assessment Work Team
- Member, Online Resources and Services Work Team
- Member and Co-Chair, Scholarly Communication Work Team
- Member, E-Team & Discovery Services Subgroup, Collection and Resource Services/Technical Services Task Force
- Member, Scholarly Communications Subgroup, Collection and Resource Services/ Technical Services Task Force
- Member, LibGuides Task Force / Oversight Work Group
- Member, Web Pages Consolidation Subgroup
- Principle Investigator, Ongoing Library Web Usability Study

**Library Service – GALILEO**

- Vice-Chair, GALILEO GIL OPAC / Discovery Committee
- Member, Alma Assessment Functional Work Team
- Member, Primo OPAC Functional Work Team

**University Service**

- Member, Faculty Development Committee
- Member, Faculty Research Committee
- Member, Graduate Committee
- Member, Graduate Faculty
- Member, Institutional Effectiveness Review Team
- Member, Research Symposium Planning Committee
- Member, Digital Humanities/Public History Makerspace Board of Advisors

**Professional Service**

- Intern, ALCTS Strategic Planning Committee
- Member, Public Relations Committee, Georgia Library Association
- Member, Website Redesign Committee, Georgia Library Association
- Official Representative, Inter-university Consortium for Political and Social Research

**Library Consultations**

- June 2018  Lincoln Memorial Univ., Harrogate, TN, Deposit licensing
- June 2018  Eastern Kentucky Univ., Richmond, KY, DOAJ registration
- Mar. 2018  Univ. of South Florida, St. Petersburg, FL, Conferences
- Feb. 2018  Ogeechee Technical College., Statesboro, GA, WCAG 2.0
- Feb. 2018  Binghamton Univ., Binghamton, NY, MOUs
- Nov. 2017  South Dakota State Univ., Brookings, SD, Plum Analytics
- Sept. 2017  Eastern Kentucky Univ., Richmond, KY, DOI registration
- Jul. 2017  Louisiana State Univ., Baton Rouge, LA, DOI references
- June 2018  Lincoln Memorial Univ., Harrogate, TN, Deposit licensing
- June 2018  Eastern Kentucky Univ., Richmond, KY, DOAJ registration
- Mar. 2018  Univ. of South Florida, St. Petersburg, FL, Conferences
- Feb. 2018  Ogeechee Technical College., Statesboro, GA, WCAG 2.0
- Feb. 2018  Binghamton Univ., Binghamton, NY, MOUs
- Nov. 2017  South Dakota State Univ., Brookings, SD, Plum Analytics
- Sept. 2017 Eastern Kentucky Univ., Richmond, KY, DOI registration
- Jul. 2017 Louisiana State Univ., Baton Rouge, LA, DOI references

**Research Services**

**Ruth Baker**

External Committees
- ALA Emerging Technologies Section (RUSA)-Marketing and Outreach

University Committees
- General Education and Core Curriculum Committee
- Undergraduate Research Council (replaced by Leslie Haas Aug. 2017)
- Undergraduate Curriculum Committee

Library Committees
- Scholarly Communications Work Team, Chair
- OWG TF on Collection & Resource Services, Scholarly Communications subgroup
- OWG TF on LibGuides

Ad Hoc Committees:
- Research Services Department (RSD) Head Search
- University Provost Search
- RSD Librarian Search

**Kay Coates**

Besides executing duties consistent with my RSD job functions, I performed managerial/supervisory and collegial tasks given my role in Assisting the then Interim Head, Access Services:

- Attended Department Heads’ meeting in lieu of incumbent (Access Services)
- Supervised the activities of staff including recruitment, hiring, scheduling, and performance management
- Initiated and collaborated on mission strategic initiatives as needed
- Troublesheen ALMA functionality issues
- Crafted/ amended/ verified and signed off on Workflows and Dept. policies
- Facilitated disciplinary processes and documentation
- Participated in sanitation/pest control efforts

With regards to RSD:

- Alternate - Faculty Senate & Undergraduate Committees, 2017-2018
- Panelist - Institutional Repository Manager Search Committee
- Panelist - Head, ISD Search Committee
- Benefactress/Donor - Coates Family Collection
- Library Support Representative - EDU-Camp (COE), 2017
- Volunteer - Georgia Library Association Booth (Black Caucus of ALA), 2017

**Lori Gwinett**

National
- CUR’s Posters on the Hill (POH) reviewer - extra responsibility,

Campus
- Undergraduate Curriculum Committee - Member
- Senate Elections Committee - Member
- Money Smart Week - Planned, organized and executed 2 events for MSW.
Serve as Co-chair for Liaisons Work Team

Lili Li

**Georgia Southern University Committees:**
- Senate Librarian (2018)
- Graduate Committee (2017)
- University Undergraduate Committee (2017)

**Library Task Force and Work Team:**
- Library Web Consolidation Work Force Team.
- Collecting and analyzing RSD data for the library administration.

**International Journal of Librarianship:**

Nikki Cannon-Rech

**Library**
- Library Social Committee
- Search Committee, Special Collections Librarian
- Search Committee, Research Services Librarian
- Consolidation Task Forces

**University**
- Information Technology Advisory Committee
- Graduate Committee
- Undergraduate Committee (Alternate)

**Profession**
- GLA Awards Committee
- Association of College & Research Libraries/College Libraries Section, Research for College Librarianship Committee

Lisa Smith

**Library**
- Co-Chair Liaison Work Team
- RSD Librarian Search Committee
- Consolidation Task Forces

**University**
- Undergraduate Research Committee

**Profession**
- GLA Conference Committee
- Georgia International Conference on Information Literacy Conference Committee
Lane Library

- **Beth Burnett**
  - Professional service
    - Served as a consultant to a graduate student working on a collection development project for MLIS program.
  - Armstrong State/Georgia Southern University
    - Library Operational Working Group for Consolidation.
    - Member of Search Committee for Catalog/Metadata Staff Assistant position at Henderson Library.
    - Member of Search Committee for Catalog/Metadata Librarian position at Henderson Library.
    - Represented the library at Soar (orientation) session.

- **Vivian Bynoe**
  - Professional service
    - GLA-Coastal Georgia Library Collaborative-Hospitality Coordinator
  - Armstrong State/Georgia Southern University
    - Faculty Research Committee
    - Undergraduate Committee, Alternate
    - Teaching Consultant for Faculty Development (Armstrong)
    - Armstrong Caucus for Equality and Progress
  - GSU Libraries
    - Libguides work group for library consolidation
    - Information literacy work group for library consolidation

- **Doug Frazier**
  - GSU Libraries
    - Armstrong State/Georgia Southern University
    - Hiring committee for Administrative Assistant
    - Consolidation Functional Area (FA) co-chair for GSU Libraries.
    - Primary institutional lead for Alma/Primo consolidation.
• **Ann Fuller**  
  Armstrong State/Georgia Southern University  
  - Student Success Committee  
  - Faculty Senate Alternate  
  - Secondary Institutional Lead, Alma LMS system migration  
  - Library Consolidation – Access Services Task Force, Co-Chair  
  - ALMA systems consolidation committee, member  
  - Search Committee member for four full-time staff position searches in Henderson Library/Access Svcs Dept  
  - Emergency Building Coordinator, Lane Library Orientation Program- Library Promotions, serve as Coordinator- Social Media Networking Committee, Lane Library  
  - OWG Library Committee, member  
  - Regent’s Committee on Academic Libraries’ G3 Fulfillment Committee of the USG libraries  
  - Organized and Served at Library Navigate Orientation & Celebrate Tables

• **Judith Garrison**  
  Armstrong State/Georgia Southern University  
  - Graduate Committee Alternate  
  - Faculty Grievance Committee

• **Caroline Hopkinson**  
  Armstrong State/Georgia Southern University  
  - Planning, Budget, & Finance, co-chair

• **Lauren McMillan**  
  Professional Service  
  - Peer Reviewer for Academic Library Division of GLA Research Paper Competition  
  - Armstrong State/Georgia Southern University  
  - Undergraduate Research Committee: Student Scholars Symposium Committee  
  - FYE OWG: Attended virtual meetings with the group from both campuses and also attended the Consolidation Academic Master Planning Meeting

• **Aimee Reist**  
  Armstrong State/Georgia Southern University  
  - Faculty Senate  
  - Consolidation OWG co-chair for GSU Libraries

• **Kristi Smith**  
  Armstrong State/Georgia Southern University  
  - Faculty Welfare Committee

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**Systems Department**

**David Lowder** – Primary Institution Lead for Georgia Southern University’s Online Library Management System Implementation Project, University System of Georgia
III. **Student Success and Achievement**  
Provide data **as available** for each area of student success and achievement per Program of Study/Major

Note: Data for Retention Rates, Graduation Rates, and Course Completion Rates will be provided by OSRA. College/Departments should provide Job Placement Rates and State Licensure Rates (as information is available)

N/A

IV. **Annual Progress in Assessing Effectiveness**  
In Narrative Format, Describe the Current State of Each of the Following (please also attach your programs’ assessment report as a reference to student learning outcome assessment):

N/A

V. **New Major Goals and Objectives for 2018-2019**  
Provide a list of the College’s Major Objectives for 2018-2019 as they relate to the Institution’s Strategic Themes and FY18 budget requests. Make sure that you build on the action plans from last year.

<table>
<thead>
<tr>
<th>2018-2019 New Major Objective Justification Report</th>
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<tbody>
<tr>
<td><strong>Institutional Strategic Theme</strong>*</td>
</tr>
<tr>
<td>Promote Academic Excellence</td>
</tr>
<tr>
<td>Enhance Student Success</td>
</tr>
<tr>
<td>Increase Research and Creative Activity</td>
</tr>
<tr>
<td>Ensure Fiscal Sustainability</td>
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</tbody>
</table>