

**Xavier University**  
**Library Resource Center**  
**Annual Report 2010-2011**

Fiscal Year 2010-2011 was a year of challenges for Xavier's Library. For the first time in several years, our budget did not grow appreciably. We attempted to hold the line on the resources to which we were committed, and with the available funds, we managed to keep digital and print collections on track. It was a close-run game, and we lived up to the last penny. We ended the year with some book purchases unordered, and hoped that we might be able to acquire those at the beginning of 2011-2012.

We added no new electronic resources and no e-journals during the previous fiscal period, and noted price increases across the board from virtually every vendor. We've grown steadily over the past decade, but may be looking at some cancellations of electronic resources and standing orders in the next twelve months.

It will come as no surprise that print serials continued to be the most significant cost for us last year, however price increases have been a bit more modest than in recent years. Our print serials supporting our undergraduate programs rose from \$261,945.00 in 2010 back up to \$281,583.00, or about seven and a half percent. Serials supporting our College of Pharmacy's programs rose to \$81,623.00, an increase of a bit more than three percent over last year. Given the traditionally high

cost of scientific serials, this modest price rise was particularly good news.

Digital serials rose at a rate similar to their print cousins. From last year's cost of \$262,791.00, digital serials increased to \$289,928.00, about seven and a third percent.

Print standing orders also continued to rise. Costs increased from \$40,579.00 in 2010 to \$46,232.78 in 2011, almost fourteen percent on top of last year's rise of thirty-four percent.

We saw some savings in our electronic databases this year. In 2009-2010 we paid some rather large content fees to ARTSTOR and InteleX Past Masters which were one-time expenditures. Thanks to having those fees out of the way, database costs dropped this year to \$95,387.00, or about thirty-two percent.

One of our biggest jumps came in the area of bibliographic utilities and consortia memberships. Costs in this category rose from \$66,583.00 to \$81,098.00, an increase of almost twenty-two percent. The increase came about in part as a result of the Louisiana Board of Regents' decision not to fund LOUIS, the Louisiana Library Network, through which many of our databases come.

In order to keep LOUIS alive and functional while the battle was waged to get funding replaced, Xavier, like other members of the LALINC consortium, opted to pay increased membership fees. This meant an increase of more than double, from approximately \$8,000.00 to \$18,147.00. It was a significant jump, but we felt that LOUIS's survival was absolutely necessary. I'm glad to report that after much politicking, the funding was partially restored. Perhaps in the not-too-distant future, we'll see this expenditure diminish a bit so we can restore money to other priorities.

#### **Departmental Book Buying**

Book purchases by teaching department declined for a third year in a row, but part of that decline came about because price increases in other resources interfered with our ability to purchase new books. By Spring of 2011 we ran out of money and had to defer some book purchases until 2011-2012.

Altogether, Xavier's library spent \$53,533.00 on new book purchases during the past year. This was a decline of a bit more than thirty-four percent over last year.

#### **Departmental Activities**

We continued to operate under strength over the past year. As of June 2011 we had still failed to identify and successfully hire a new Electronic Resources Librarian. A

second search was begun in the Spring but not completed at the close of the fiscal year. It is to be hoped that a suitable candidate will be found before 2011-2012 is too old.

Another personnel search is on the horizon, since Associate Director Gennice King announced her retirement effective December 2011. Ms. King has worked in various capacities during her tenure, including evening reference librarian, regular reference librarian, head of Public Services, and finally Associate Director. Among her many notable accomplishments has been the establishment of a library literacy education program that touches virtually every student who comes through this institution.

Along with their regular duties over the past year, library faculty and staff members lent their expertise and hard work to several cultural programs. Led by Reference Librarian Michele Woods, a successful grant proposal was written to the National Endowment for the Humanities which brought the traveling exhibition "Lincoln: The Constitution and the Civil War" to Xavier's campus. Along with the exhibition itself, the grant funded an evening's entertainment with novelist, historian, and actor David Madden, who put on a one-man show. Other exhibition-related activities included a panel discussion by several Xavier faculty members, and a two-man play by Kent Gramm entitled

"Lincoln Lives." Appearing as Abraham Lincoln and Frederick Douglass were the Reverend Steve Crump and Mr. Isaac Oneal. Members of the committee who worked with Ms. Woods on the year-long program included Phyllis Calvin (chair), Nancy Hampton, Eric Joseph, Marilyn Lee, and Barbara Sanders.

Another library-inspired program which began in the fall of 2010 was "Books into Film." Jointly sponsored by the Quality Enhancement Program office and the Department of English, films inspired by classic and contemporary novels are presented once a month, preceded by an informative introduction by a Xavier faculty member. At the close of the film, copies of the book which inspired the film are given away to lucky students.

Our first series of films included *Wuthering Heights*, *The Time Machine*, and *Devil in a Blue Dress*. During the summer, Dr. Jay Todd, Ms. Katherine Laborde, Associate Library Director Gennice King and University Librarian Robert Skinner met to choose the second series of films and plan for the upcoming presentations.

### **Circulation Services**

No place in the Library shows the impact of digital materials quite like the Circulation Department. Circulation of materials across the board show sharply declining numbers of books being checked out by both faculty and students. Faculty, in particular, showed a percent

change of minus eighty-seven percent, while undergraduate students' use of books showed a sixty-one percent decline. These numbers suggest a radical change in the way both faculty and students view and use the academic library. It also suggests that the library as an institutional arm will experience a significant change within the foreseeable future.

<u>Patron Types</u>	<u>Circ. Count</u>		<u>%Change</u>
	<u>'09-10</u>	<u>'10-11</u>	
LALINC	2	13	+550%
Graduate Students	29	29	0%
Staff	122	68	-44%
Faculty	1,053	140	-87%
Undergraduate Students	4,163	1,630	-61%
Miscellaneous	117	58	-50%
<b>Total</b>	<b>5,486</b>	<b>1,938</b>	<b>-65%</b>

### Reference Department

The Library had 664,542 visitors last year, a monthly average of 55,379 people. Although there was positive growth in requests for assistance at auxiliary desks, there was a drop in requests for reference help at the main Reference Desk. We attribute this primarily to the increased use of electronic reference sources via laptop computers. It is becoming something of a rarity to see a

student in our library who is not using a laptop, iPad, or some other 3G device. We noted a significant drop in requests for computer assistance, which we also attribute to the pervasive use of computers and hand-held devices.

Interestingly, there was an increase in requests for reference help at the Pharmacy, and Archives Reference Desks.

<u>Main Reference</u>	<u>'09-10</u>	<u>'10-11</u>	<u>%Change</u>
Short	2,718	2,021	-26%
Long	229	254	+11%
Phone	301	174	-42%
Comp. Assist Short	588	416	-29%
Comp. Assist Long	123	10	-92%
<b>Totals</b>	<b>3,966</b>	<b>2,875</b>	<b>-28%</b>

<u>ILL Desk</u>	<u>'09-10</u>	<u>'10-11</u>	<u>%Change</u>
Short	1,346	1,455	+ 8%
Long	664	476	-28%
<b>Totals</b>	<b>2,010</b>	<b>1,931</b>	<b>- 4%</b>

<u>Pharmacy Desk</u>	<u>'09-10</u>	<u>'10-11</u>	<u>%Change</u>
Short	33	104	+215%
Long	13	44	+238%
<b>Totals</b>	<b>46</b>	<b>148</b>	<b>+222%</b>

### Interlibrary Loan Department

In spite of a world of digital resources available to students and scholars, Interlibrary Loan still fills a definite need, although we notice a slight slowdown in use by Xavier borrowers. Material borrowed by Xavier faculty and students declined from 777 in 2009-10 to 570 this year, or about twenty-seven percent. Materials loaned out rose slightly, from 1,559 in the previous reporting period to 1,668 this year, or almost seven percent.

<u>Material Borrowed</u>			<u>Material Lent</u>		
<u>Filled</u>	<u>Unfilled</u>	<u>Total</u>	<u>Filled</u>	<u>Unfilled</u>	<u>Total</u>
490	80	570	780	908	1,688

\*Estimated figures

### Government Documents

The Government Documents Department, which now acquires twenty percent of all federal documents published, as well as most of those published by the state of Louisiana, grew markedly during the past year. Documents Librarian Elizabeth Elmwood reports that we now have 17,106 records for Federal documents in our catalog. These include not only internet-accessible resources and documents acquired through the Federal Depository Library Program but also those coming from such agencies as the Army Corps of Engineers and parks under the Department of the Interior.

State documents have arrived at such a pace that we now have a considerable backlog waiting to be cataloged. Nevertheless, Ms. Elmwood reports that we have 1,365 bibliographic records for state documents in our catalog as of this year.

### **University Archives and Special Collections**

Some 355 researchers visited the Archives in the past year to make use of various collections, an increase in visits of 22%. Most research is initiated now, however, through e-mail and by telephone. Interlibrary loan requests of the Archives increased by 14%, resulting in provision of 425 copies of documents, photographs, and other archival items.

Although active collecting of new material had to be slowed mainly due to lack of space, significant additions were made to the Rare Book collection, the University Archives, and Manuscript Special Collections. There was a 10% increase from the previous year in the number of additions to Rare Books, a 30% increase in University Archives, and a nearly 300% increase to Manuscript Special Collections.

The staff of the Archives and Special Collections Department played a significant role in our year-long tribute to Abraham Lincoln by mounting a special exhibition of their own. Items were drawn from a number of collections

to highlight Lincoln's life and times, including a holograph poem in the hand of Frederick Douglass.

Later on in the year, the archivists mounted a second exhibition dedicated to Roman Catholic missionaries in New Orleans who, like Saint Katherine Drexel, have been on the path to sainthood. This exhibition includes rare photos, books, and artwork.

In fact, Archives saw an increase in every statistical category as compared with the previous year.

#### **Additions to Rare Books - 196**

#### **Additions to Unpublished Holdings**

	<u>linear feet</u>
AMFA Microfilms	18.0
<b>University Archives</b>	
C.A.S. Academic Council	.2
Career Services	.8
Library	8.8
Music Department	1.2
Sponsored Programs	25.8
<b>Subtotal</b>	<b>36.8</b>
<b>Manuscripts</b>	
A.A.H.E. Black Caucus	2.0
Desmond Ables	1.6
Wendelll Belfield	.2

Dr. Karen Becnel-Moore	2.6
Andre Dubus Collection	.2
Sr. Patricia Lynch	9.6
Sr. Valerie Riggs	3.0
<i>Xavier Review Press</i>	4.5
<b>Subtotal</b>	<b>23.7</b>
<b>Total</b>	<b>78.5</b>

### Technical Services

#### Cataloging

Cataloging of print materials slowed as money for books dried up. However, that slowdown in print materials was more than made up by a significant number of new records for e-books, of which we have about 40,000 so far. The breakdown is as follows:

<b>Records Added</b>	<b>July-September 2010</b>	<b>391</b>
	<b>October-December 2010</b>	<b>593</b>
	<b>January-March 2011</b>	<b>419</b>
	<b>April-June 2011</b>	<b>269</b>
	<b>Total records added</b>	<b>1,672</b>

#### **Physical Distribution**

<b>Stacks</b>	<b>1,247</b>
<b>Reference</b>	<b>178</b>
<b>Media</b>	<b>42</b>
<b>Archives</b>	<b>196</b>

**Pharmacy** **9**

**Original Records added to OCLC: 26**

**E-Book Records Added**

NetLibrary 9/14/2010	1,310
NetLibrary 9/20/2010	191
NetLibrary 1/20/2011	539
NetLibrary 3/14/2010	184
<b>Total</b>	<b>2,224</b>

**Withdrawals**

**July-September 2010--52 titles (55 items, 48 records)**

**October-December 2010--44 titles (275 items, 16 records)**

**January-March 2011--22 titles (136 items, 5 records)**

**April-June 2011--32 titles (123 items, 10 records)**

**Miscellaneous**

Nineteen encyclopedias and indexes (nearly 500 volumes) were moved from Reference Stacks to index tables. This involved changing the item locations in the VIRTUA database and relabeling the volumes. Shelving, labeling and changing item records in VIRTUA for the Children's Book Collection was a project from last year that continued to the beginning of this academic year. Altogether, 1,435 children's books were removed to a special area on the Library's first floor with new labels and location codes.

A total of 24 titles were removed from the Reference and Folio areas to stacks, and ten titles were moved from the circulating stacks to the Reference area.

### **Serials**

In spite of an increasing shift to e-journals, we still have a considerable number of print journals that must be bound each year. Over the past twelve months, our Serials Department sent 734 standard periodical volumes to the bindery and an additional 16 volumes for custom work. Eighteen more volumes were sent for special repairs.

Bindery costs are up, partially due to a fuel surcharge. Last year's binding cost us nearly \$26,000.00.

### **Use of Library Study Rooms**

Last year we reported that a number of rooms had been taken out of service due to the construction of a bridge between the Library and the Qatar Pavilion. We ended up losing one room completely, but two others were eventually re-finished and returned to use.

Use of these rooms continued unabated by students looking for a quiet place to study in small groups. Usage of rooms is restricted to groups of not less than three or more than six in size. As the figures below make abundantly clear, the rooms are much in demand.

<u>Month</u>	<u>Number of Students</u>
July 2010	39
August 2010	137
September 2010	722
October 2010	137
November 2010	943
December 2010	590
January 2011	472
February 2011	919
March 2011	987
April 2011	2,062
May 2011	87
June 2011	1,167
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Total	8,262
Monthly Average	688.5

#### Instructional Media Center

The use of the Media Center showed some decline in the past year, signaling perhaps a diminishing use of instructional media by faculty members. The numbers are a little contradictory, since the number of classes OR OTHER EVENTS scheduled in our rooms declined by about twelve percent, while the number of hours utilized rose about ten percent.

Similarly, the circulation of media titles to faculty declined about twenty-four percent while the circulation of equipment to faculty rose nearly as much.

<u>Classroom Use</u>	<u>'09-10</u>	<u>'10-11</u>	<u>%Change</u>
Days used		148	--
Events Scheduled	1,219	1,069	-12 %
Total Hours Used	2,366	2,605	+10 %

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<u>Resource Use</u>	<u>'09-10</u>	<u>'10-11</u>	<u>%Change</u>
Media Titles	195	148	-24 %
Equipment	90	108	+20 %

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Our room of "wet" study carrels was recently opened up as a "quiet study zone" by our media specialist, but in spite of that, use of the room diminished over the past year, both in the number of students visiting and the number of hours actually utilized.

<u>Study Carrel Use</u>	<u>'09-10</u>	<u>'10-11</u>	<u>%Change</u>
# Students	307	213	-31 %
# Hours	448	315	-30 %

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A service that shows continued growth is our video production and post-production, provided largely to University Media Relations and the ITC office. About 160

media conversions were produced and an additional 196 duplicate copies were made. All video productions that can be viewed on the Xavier web site are processed for import to the web by the Media Center.

When he has the time, the media specialist continues to weed out obsolete equipment and supplies. Because previous media specialists tended to hang onto obsolete technology for those "just in case" occasions, this has proved to be a bigger chore than anyone realized.

### **Information Literacy Education**

While our efforts to get more librarians into classrooms to conduct library literacy training have been unstinting, it has proven difficult to reach as many people as we hoped during 2009-10. Although we managed to catch a lot of new freshmen in the required Freshman Seminar, our numbers fell across the board. Last year's total sessions (124) fell to 86 this year, a decline of about thirty-one percent. Total students fell from 2,696 last year to only 1,515 this year (-44%).

### **UNDERGRADUATE CLASSES**

<b><u>Department</u></b>	<b><u>No. Classes</u></b>	<b><u>Attendance</u></b>
<b>Art</b>	<b>0</b>	<b>0</b>
<b>Biology</b>	<b>0</b>	<b>0</b>
<b>Business</b>	<b>2</b>	<b>6</b>
<b>Chemistry</b>	<b>1</b>	<b>12</b>

Communications/Speech	25	517
Education	1	15
English	16	332
History	1	23
Political Science	0	0
Physics	1	6
Psychology	1	20
Sociology	0	0
Theology	0	0
<u>GRADUATE CLASSES</u>	2	41
<u>FRESHMAN SEMINAR</u>	34	558
<u>PHARMACY P-1, 2, 3</u>	0	0
<u>HIGH SCHOOL</u>	0	0
<u>STEM</u>	2	24
<b>Totals</b>	<b>86</b>	<b>1,515</b>

### Conclusion

As we've moved deeper into this new century, we're beginning to notice that use of library space is sometimes changing from its original intent. Something we could not foresee in the early 1990s is the extent to which library classrooms would be required by outside instructors. We are sometimes finding that we have no space available for

library instructors to conduct bibliographic instruction classes.

We originally designed a large room furnished with "wet" or electrified study carrels, in order that students might individually watch or listen to media placed on reserve by their instructors. There has been less and less of this type of use in recent years, suggesting that we may need to move some of the carrels into a smaller room and transform the carrel room into classroom space.

Another space issue lies in Archives and Special Collections. In spite of installing movable storage in the archival stacks, continued growth in University records and other unpublished holdings has inexorably chipped away at our ability to accept new acquisitions. This could be a particular problem if we are awarded the \$460,000.00 grant from NEH to digitize the archival photographic collections. Maybe even more important, there is the possibility that the Archives of the Sisters of the Blessed Sacrament may be moved. Being located in the only school of higher learning established by S.B.S., Xavier Archives, with waterless fire extinguishing and other modern features, would represent an upgrade in housing for these invaluable records. Xavier Archives has requested that they be placed here on deposit.

A possible solution lies in the pie-shaped area next to the Archives on the third floor that is presently inhabited

by SASO, which will be moving into the St. Joseph Student Services Building later this year. That space is ill-favored for classroom use, but shelving could be installed in there to accommodate the Rare Book Collection. RB measures 1,000 linear feet. Moving it there would free up enough space in the Archives to accommodate the S.B.S. records, which also measure 1,000 feet. It would be a perfect fit. We have shelving being emptied in the Reference Department that would aid us in this plan.

In short, space in the library is at a premium and, as we are unlikely to acquire unused space on the sixth floor of the building, it is imperative that we make better use of the space we already have. Continuing our programs demands some innovative thinking on all our parts.

Appendix2010-11 Collection Expenditurese-Journals

American Chemical Society	\$ 55,303.00
Annual Reviews	6,422.00
Chronicle of Higher Ed	2,930.00
Elsevier	
ChemVillage	8,328.00
ScienceDirect	113,749.00
IEEE	19,000.00
IOPscience	7,823.00
JSTOR	29,630.00
PROQUEST	342,191.00
Serials Solutions	4,552.00
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Subtotal	\$289,928.00

EBSCO

College Of Pharmacy	81,623.00
College of Arts & Sciences	283,458.00
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Subtotal	365,081.00

Databases

ACM Digital Library	11,623.00
ARTSTOR	9,245.00
ATLA Religion	7,808.00
BIOSIS (through LOUIS)	6,812.00
Communications & Mass Media (through LOUIS)	3,855.00
CREDO	4,020.00
DATAMONITOR	7,210.00
INTELEX Past Masters	500.00
Lexis-Nexis	5,836.00
Library Music Source	500.00
MARCIVE (GPO)	1,375.00
Marquis' Who's Who	2,249.00
MathSciNet	115.00
MERGENT Online	11,200.00
NAXOS Music Library	800.00
Oxford Af-Am	1,013.00
SciFinder Scholar	7,030.00
Wiley Interscience	1,497.00
Wilson Online	8,322.00

Wolters-Kluwer (OVID/IPA)	3,786.00
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Subtotal	95,387.00

**Books**

Eastern Book Company	28,731.00
Midwest Library Service	24,802.00
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Subtotal	53,533.00

**Standing Orders**

Commerce Clearing House	1,062.00
Council of State Governments	89.00
Facts On File	2,095.00
Grey House Publishing (BIP)	1,062.00
Thomson Gale	35,282.00
INFOBASE	2,095.00
P. J. Kennedy (Catholic Directory)	357.00
NEWSBANK (Times-Picayune)	6,608.00
Shakespeare Survey	93.00
Taylor & Francis	2,446.00
West	289.00
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Subtotal	50,938.00

**Binding**

H. F. Group	25,998.00
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**Utilities & Consortia**

AMIGOS	2,750.00
LOUIS	18,147.00
LYRASIS	26,294.00
PORTICO	5,130.00
WorldCat	1,074.00
VTLS	26,090.00
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Subtotal	81,098.00

<b><u>Grand Total</u></b>	<b>\$961,958.00</b>
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