

V. Collection Services

A. Personnel:

Laura Crain, Associate Director
Joyce Stowell, Senior Collection Specialist / Acquisitions
Amy Bombard, Collection Specialist / Acquisitions

B. Accomplishments and Activities in 2010-11

1. Acquisitions Department Highlights

- Implemented EDI ordering through YBP (the Library's academic book vendor) to improve workflow and efficiency
- Implemented new invoice processing using the new easy access to scanning. Rough estimate of savings: 150-200 sheets of paper per month.
- Purchased 2 replacement Kindles (price greatly reduced from first purchased)
- For Education: reading pens, Nook Color with 30 juvenile literature titles. Cost of Nook books: \$300
- Kindle Collections revised so that each Kindle has identical holdings, popular titles were added; free titles added (classic works). With 78 free titles added each Kindle contains over 158 titles.
- Began acquiring Media Studies, Journalism & Digital Arts Senior Projects: 6 titles
- New Collection - SMC Faculty display collection: 29 titles
- LLRC: Acquired 30 books, 44 DVDs and 8 language-learning software CD-ROMs; began subscriptions to Skritter and Mango Languages.
- 2010 Teaching Awards:
Joanne Rathgeb Teaching Award: Richard S. Kujawa
Scholarship/Artistic Achievement Award: Jeffrey M. Ayres: 12 books (to be purchased FY12)
Norbert A. Kuntz Service Award: George L. Ashline: 13 books

2. Budget & Expenditure Summaries - Submitted by Joyce Stowell

Materials Budget Summary:

	FY11 Expenditure	% of total Allocated budget Expenditures
Purchases (Books & A/V)	\$263,105.00	37%
Serials		
Print Serials	\$26,255.00	
Databases	\$323,607.00	
Periodicals	\$104,025.00	
Serials Subtotal	\$453,887.00	
Preservation (serials)		
Binding	\$1,949.00	

Microforms	\$130.00	
Preservation Subtotal	\$2,079.00	
Serials Total	\$455,966.00	63%
Total Allocated Expenditures	\$719,071.00	100%
Total Materials Expenditures -- including Gifts/Grants	\$723,472.00	Gift /grant funds are 1% of total expenditures

*Budget overages: expenditures include the \$13,429 GIK Harwood Donation and \$5,244 differential due to EBSCO periodicals payment split between appropriate fiscal years.

Purchases (Non-Serials) Expenditures:

	FY11 Expenditure Actuals (Datatel)	FY11 Expenditure without Harwood GIK Gift \$13,429
Books	\$220,722.00	\$207,293.00
E-books, E-book databases	\$18,992.00	\$18,992.00
Books subtotal	\$239,714.00	\$226,285.00
Nonbook Purchases		
Audiovisual	\$18,992.00	\$18,992.00
LLRC (books & CD-ROMS)	\$3,748.00	\$3,748.00
LLRC DVD	\$651.00	\$651.00
A/V and Multimedia Subtotal	\$23,391.00	\$23,391.00
Total Allocated Purchases Expenditures	\$263,105.00	\$249,676.00
Gift/Grant Fund Books	\$8,272.00	\$8,272.00
Total Purchases Expenditures with Gift/Grants	\$271,377.00	\$257,948.00

Number of Books/Audiovisual Items Purchased:

	Books	E-books	Other	DVD	CD/Music	AudioBk	CD-Rom	Map Coll
Stacks	4375							
Browsing	260							
Children	438							
*ESL(Create)	12							
**SMC Faculty	29							
Reference	179	7					1	
LLRC	30			44			8	
Subtotal	5323							
+Gift Funds	115							
Total	5438	73		292	7	22	9	1

* Project Create Grant Purchases

**New Collection

+ Class of 1992 Fund, Gianelli Memorial Fund, Vinci Family Fund

Serials (Subscriptions) Expenditures:

	FY11 Expended	Expended Total
Databases	\$323,607.00	
Serials (print)	\$26,255.00	
Periodicals		
Print/E Journals non database	\$104,025.00	
Print Back Issues	0	
Periodicals Subtotal	\$104,025.00	
Total Allocated Subscriptions Expenditures		\$453,887.00
*Gift Serials	\$68.00	
*Gift/Grant Periodicals/Database	\$2658.00	
Total Gifts/Grants		\$2,726.00
TOTAL SUBSCRIPTIONS		\$456,613.00

*Rabbi Wall Fund: 1 serial; 1 database subscription; 13 Periodical subscriptions

Serials (Archiving):

	FY11 Total Expended
Binding (includes book binding)	1949.00
Microforms	130.00
TOTAL ARCHIVING	2079.00

3. Digital Resources

a. Completed Calendar 2010 Database Usage Statistics Report:

SMC DIGITAL LIBRARY USE	Calendar 2009	Calendar 2010	Change from 2009
Database searches	552,943	439,678	-20%
Database full-text retrievals	450,033	314,208	-30%
EBSCO integrated searches		203,671*	
Serials Solutions 360 searches	45,895	21,694	

In summer 2010, the Library transitioned federated search vendors from 360 Search to EBSCO integrated search. In 2009, SMC users executed 45,895 searches for the full year using 360 search. Those were unique searches where the user clicked the search button on the 360 search.

*For 2010, the search counts changed dramatically. EBSCO integrated search was implemented Fall of 2010, so the search count of 203,671 was a partial year. EBSCO integrated search records searches performed against **all** databases in the search group. One click of the "go" button equals the number of databases searched against, which multiplies the search count by the number of databases searched (often 4

databases at once). This accounts for the large increase in federated searches in calendar 2010. In other words, the user was not necessarily more active in performing searches in 2010.

Additional digital library use for calendar 2010:

891 monthly RefWorks users

251 Powerspeak logons

See www.smcvt.edu/library/departments/collection/default.asp for complete statistics.

b. Digital Resources added in FY11:

The Library's collection of electronic journals and full-text databases expanded in FY11 to provide over 65,550 journal titles (up 14%) through more than 145 databases and indexes. New database offerings and enhancements for the 2010-2011 academic year included:

- *Anthropological Literature*
- *Art & Architecture Complete*
- *AtoZ Maps Online*
- *Biography in Context*
- *Career Transitions*
- *Chicago Manual of Style*
- *Chronicle of Higher Education*
- *Dictionary of Irish Biography*
- *Education in Video*
- *Garland Encyclopedia of World Music*
- *Horn Book Guide Online*
- *JSTOR Arts & Sciences V, VI, VIII & IX*
- *Mango Languages*
- *Oxford International Encyclopedia of Peace*
- *Patrologia Latina*
- *Political Handbook of the World*
- *Rosetta Stone on the network for Spanish, German, Mandarin Chinese & English for Spanish Speakers*
- *Small Business Resource Center*
- *Women's Studies International*
- *World at War: Understanding Conflict & Society*

4. Periodicals Review

Completed review of individual online periodical subscriptions (with B. Jones & J. Payne). With faculty input, cancelled some \$23,000 in low use or duplicative online direct periodical subscriptions. It is important to note that many of these titles were cancelled in favor of online journal packages or pay-per-article models. Therefore while our subscriptions to individual titles continue to decline, our full text journal database subscriptions continue to increase.

In FY2011, the Library added some \$4500 in new direct periodical subscriptions based on ILL usage data, faculty requests, and new browsing titles.

5. Collection Management

- The focus in collection management was on seeking out database subscriptions that would provide a subject-specific research database in each of our major subject areas. Our new subscriptions reflect an emphasis on more fully supporting all subject areas and enhancing primary research.
- Began a pay-per-article arrangement with Wiley-Blackwell journals. The first agreement in July 2010 was for 400 articles at \$16.50. After cancellations to our Wiley individual titles took effect in January 2011, we purchased a higher volume of pre-paid articles which brought the pay per article to \$10.50 each.
- 65 titles were purchased “on-demand” with Ingram’s MyiLibrary platform. Although the user interface was satisfactory with MyiLibrary, there were numerous delays in receiving new MARC records for the library catalog. We selected ebrary as our new vendor for the on-demand ebook program and a profile was created. Beginning summer 2011, the ebrary titles will appear in the library catalog.
- Implemented a new bindery/damaged books process – all damaged books will be reviewed by Collection Services (using circulation and number of copies owned) before a bindery decision is made.
- Revised gift book parameters and policies.
- Reviewed database licenses for ILL for Worldcat Knowledgebase.
- The SMC bookstore began posting course book lists in the summer of 2010, which allowed us to order non-textbook required readings before the start of the semester.
- Kathy Godlewski took the lead in analyzing circulation data in the browsing and audiobook collections. New purchases were focused on titles where there is strong student interest.
- Weeded in FY2011:
 - 225 audiocassettes
 - 3 educational software
 - 1265 ESL readers
 - 460 VHS
 - 15 CD-ROMS
 - 191 LC Class A books
 - 40 LC Class PZ books

6. Gifts

Collection Services received, inventoried, and processed over 5900 items: approx.. 4769 books and a variety of other times (VHS, slides, DVDs, audiocassettes). Gift book searching and decisions regarding retention were made primarily by Joyce Stowell and Amy Bombard, based on pre-set parameters. Notable gifts included: a donation of books from William Harwood appraised at \$13,429; a donation of some 500 titles (book & a/v) from the family of Shakespeare scholar Kenneth Rothwell; a unique

and valuable edition of Dante's Divine Comedy donated by Edward and Marianne Kupic and numerous donations from current and retiring Saint Michael's faculty and staff.

7. Book sale

This year's annual book sale (comprised of discarded Library materials and donations) was held in Alliot and staffed by M.O.V.E. Proceeds amounted to \$1447. Proceeds from the ongoing book sale in Durick Library were \$700. Proceeds support M.O.V.E. international programs.

C. Goals for 2011-12

- Review serials standing orders cost per use statistics and make decisions for cancellations/additions.
- Review and analyze Reference use study data to determine trends and LC areas to reduce or increase spending in print or electronic format.
- Review and implement strategies for reducing paper orders for materials (primarily liaisons) and streamlining ordering process.
- Analyze usage statistics for individual electronic journal and database subscriptions. Renew or cancel accordingly.
- Analyze abstract hits for *Business Source Complete*, *EconLit*, *GreenFile* and begin new journal subscriptions to high interest titles.
- Weeding Project - LC Class:
 - 1) K – Law
 - 2) HM-HX – Social Sciences
 - 3) J – Political Science (JX DONE)

D. Professional Activities

Amy Bombard

Committees/Working Groups:

- Coordinated book sale with M.O.V.E.
- LIS Strategic Planning, Technology Group

Conferences/Trainings Attended:

- Hidden Treasures: Rare Books in Your Library, Lyris webinar, October 2010
- Vermont Library Conference, Saint Michael's College, May 2011
- What's New Under the Sun: Innovation in Vermont Academic and Special Libraries, Castleton, VT, June 2011

Laura Crain

Reference shifts: Regular evening and day reference shifts, Sunday reference rotation & additional hours as needed. Instruction sessions. Liaison for English Dept.

In addition to serving on standing library committees & working groups:

- Chaired Collections Strategic Planning Group
- LIS Newsletter editor: produced Spring 2011 *News at Your Library*
- Audited Jason Busic's Spanish 101 course
- Served on the Saint Michael's College Judicial Review Board

Conferences/Seminars attended:

- Hidden Treasures: Rare Books in Your Library, Lyris webinar, October 2010
- Charleston Conference: Issues in Book and Serial Acquisition, Charleston, SC, November 2010
- New England Technical Services Librarians Spring conference, Worcester, MA, April 2011
- Vermont Library Conference, Saint Michael's College, May 2011
- What's New Under the Sun: Innovation in Vermont Academic and Special Libraries, Castleton, VT, June 2011

Presentations:

- Presented "[Libraries and eBook Readers](#)" with Virgil Fuller. Vermont Library Conference. Colchester, VT: May 24, 2011.

Joyce Stowell

Committees/Working Groups:

- LIS Liaison for Datatel Administrative Users Group
- Weeding Committee

Conferences/Trainings Attended:

- Hidden Treasures: Rare Books in Your Library, Lyris webinar, October 2010
- Vermont Library Conference, May 2011

APPENDIX A: FY 2011 LIS Materials Budget Expenditures

LIS Materials Budget	FY2011 Allocation	FY2011 Expend	FY 2011 Expend
		Datatel	w/o Harwood
MATERIALS BUDGET ALLOC	\$701,430	\$719,071	\$705,642
PURCHASES			
BOOKS	\$238,000	\$239,714	\$226,285
% TOTAL	34%	33%	32%
Audio/Visual	\$21,500	\$18,992	\$18,992
LLRC	\$4,100	\$3,748	\$3,748
LLRC-DVD	\$650	\$651	\$651
A/V Multimedia SUBTOTAL	\$26,250	\$23,391	\$23,391
PURCHASES TOTAL	\$264,250	\$263,105	\$249,676
% TOTAL	37%	37%	35%
SERIALS (SUBSCRIPTIONS)			
Databases -- Full Text Article	\$195,000	\$252,281	\$252,281
Databases -- Image	\$7,500	\$7,321	\$7,321
Databases -- Indexes	\$40,000	\$42,470	\$42,470
Databases -- LLRC			
Databases -- Reference	\$18,000	\$21,535	\$21,535
Periodicals -- DIRECT	\$102,000	\$104,025	\$104,025
Serials (Continuations)	\$28,000	\$26,255	\$26,255
Serials - Increment	\$42,680		
BINDING/MICROFORM	\$4,000	\$2,079	\$2,079
SERIALS TOTAL	\$437,180	\$455,966	\$455,966
% TOTAL	63%	63%	65%
Materials total	\$701,430	\$719,071	\$705,642
GIFT FUNDS			
C92	\$1,635	\$1,635	\$1,635
Edmundite Trust Fund			
Gianelli	\$1,604	\$1,604	\$1,604
Vinci	\$1,154	\$1,162	\$1,162
Rabbi Max Wall Fund		\$2,726	\$2,726
Total Gift		\$7,127	\$7,127
GRANT FUNDS			
Project Create		\$1,145	\$1,145
Total Gift/Grant		\$8,272	\$8,272

APPENDIX B: FY 2011 Purchases Expenditures

CODE	SMC Programs	FY11 ALLOC	FY11 expend	
PURCHASES		\$264,250	\$263,105	
PURCHASES - A/V AND MULTIMEDIA				
A/V	Audio/Visual (DVD, VHS, Audio)	\$21,500	\$18,992	
LLRC	LLRC	\$4,100	\$3,748	
LLRC DVD	LLRC DVD	\$650	\$651	
SUBTOTAL		\$26,250	\$23,391	
BOOK PURCHASES		\$238,000	\$239,714	
ILL SELECT	Books	\$5,000	\$3,859	
REF-P	Reference Books	\$28,000	\$21,012	
REF-E	Reference eBooks		\$6,586	
REP	Replacements (Books)	\$2,500	\$1,621	
GENERAL	General (Books)	\$6,450	\$20,932	\$7503 actual exp.\$13,429.00 Harwood Gift
E-BOOK	Electronic books	\$5,500	\$22,796	
SUBTOTAL		\$47,450	\$76,806	
BOOK PURCHASES - SUBJECT FUNDS		\$190,550	\$162,908	
AMER	American Studies	\$1,000	\$690	
APLING	Applied Linguistics	\$18,100	\$11,992	
ART	Art	\$6,200	\$6,496	
BIO	Biology	\$6,050	\$6,944	
BUS	Bus. Admin & Accounting	\$6,050	\$4,946	
CHEM	Chemistry	\$1,000	\$522	
CLASSICS	Classics	\$1,900	\$1,583	
COMP SCI	Computer Science	\$1,950	\$1,998	
ECON	Economics	\$1,850	\$2,286	
EDUC	Education	\$8,700	\$8,372	
ENG	English Literature -- Crit & Interpret.	\$18,600	\$14,979	
ENV	Environmental Studies	\$1,000	\$1,271	
GENDER	Gender (Interdis)	\$6,600	\$3,253	
GEOG	Geography	\$1,200	\$818	
GLOBAL	Global Studies (Interdis)	\$1,000	\$842	
HIST	History	\$27,100	\$26,500	
HUM	Humanities (Interdis)	\$1,000	\$1,028	
LIB	Library Studies	\$1,000	\$638	
JUV	Literature (juvenile)	\$7,500	\$5,436	
MATH	Mathematics	\$3,850	\$4,963	
JOURN	Media Studies, Journalism, & Digital	\$1,600	\$1,535	
MOD LANG	Modern Languages	\$6,650	\$7,444	
MUSIC	Music	\$2,800	\$4,109	
PEA	Peace & Justice	\$1,000	\$1,402	
PHIL	Philosophy	\$4,150	\$5,214	
PHY	Physics	\$1,050	\$1,380	
POL	Political Science	\$5,600	\$6,626	
PSYCH	Psychology	\$10,900	\$5,685	
RELI	Religious Studies / Theology	\$24,800	\$13,998	
SOC	Sociology/Anthropology	\$8,750	\$7,007	
THEAT	Theatre	\$1,600	\$2,951	
		\$190,550	\$162,908	
GIFT FUNDS				
C92	Class of 92 (diversity)	\$1,635	\$1,635	
GIA	Gianelli (economics & philosophy)	\$1,604	\$1,604	
VINCI	Vinci (biology)	\$1,154	\$1,162	
WALL	Rabbi Wall Fund (Jewish Studies)		\$2,726	
GRANT FUNDS	Project Create Grant		\$1,145	

APPENDIX C: BOOK/MATERIALS DONATIONS

FY2011 BOOK & A/V DONATIONS TO THE LIBRARY		
Donor Names	Date	Description
Mark McAteer	7/20/2010	1 LP record, 120 hardcover and 90 paperbacks
Tara Natarajan	7/20/2010	70 hardcover and 184 paperback books, 61 VHS videos, 3 CD books, 1 cassette tape, 6 dvds, 2 flashcard sets, 3 periodicals
Douglas P. Slaybaugh	7/20/2010	1 VHS video, five hardcover and 2 paperback books
Ronald B. Miller	7/21/2010	56 paperback and 16 hardcover books
Douglas P. Slaybaugh	7/21/2010	30 paperback and 5 hardcover books
Paul E Couture	8/2/2010	one paperback book
Debra Kotkin	8/2/2010	5 paperback books
Douglas P. Slaybaugh	8/2/2010	21 paperback books
Arlene Lois Victor-Engels	8/2/2010	7 hardcover and 14 paperback books
Linda M Maloney	8/5/2010	7 paperback books
Ronald B. Miller	8/5/2010	21 volume set encyclopedia, 7 VHS tapes, 14 paperback and 2 hard cover books
Thomas G Cleary, Roddy O'Neil Cleary, William Cleary	8/25/2010	one DVD, one VHS tape, 127 hardcover and 316 paperback books
Bernadette H. Jones	9/2/2010	4 paperback and 2 hardcover books
Kathleen A. Rupright	9/2/2010	219 hardcover and 618 paperback books
Arlene Lois Victor-Engels	9/2/2010	6 hardcover and 28 paperback books from Professor Engels collection
Miriam Wall	9/2/2010	300 books from Rabbi Wall's collection
John C. Hughes	9/16/2010	one paperback book
Donald F Hillman	10/5/2010	one hardcover book
Ben Aleshire	10/8/2010	editor of the "The Salon: A Journal of Poetry & Fiction" has donated a one year subscription
Christ Episcopal Church	10/25/2010	91 hardcover and 17 paperback books
Saint Michael's College	10/25/2010	Presidents office-8 hardcover, 14 paperback and 1 dvd
Ronald B. Miller	11/8/2010	3 paperback and 2 hardcover books
Marque L. Moffett	11/8/2010	one audio cd set of 16 cd's
William Tortolano	11/8/2010	3 paperback and 2 hardcover books
William Harwood	11/17/2010	Collection of 1,033 books
David H. Landers	12/3/2010	45 hardcover books and 9 paperback books
Susan W. Summerfield	12/3/2010	one audio book set of 12 discs
John Kenneth Payne	12/10/2010	77 hardcover and 263 paperback books
Paul G Frechette	12/17/2010	one book-"Assumption College: A Centennial History 1904-2004"
David H. Landers	12/17/2010	11 hardcover and nine paperback books
David H. Landers	12/22/2010	13 hardcover and ten paperback books
Richard Boera	1/14/2011	one hardcover book
Mark McAteer	1/14/2011	2 DVD sets
Virginia Golodetz	2/4/2011	a collection of 116 children's books
Louise H Luchini	2/21/2011	55 paperback books and 4 hardcover books
Katherine Frances Shea	2/23/2011	16 paperback books and 12 hardcover books
Tara Natarajan	3/22/2011	35 paperback and 51 hardcover books
Vincent L. Bolduc	4/6/2011	3 copies of their publications:
Herbert N. Kessel		Pulse of Vermont - 2 copies
		Vermont in Transition - 1 copy
Susan W. Summerfield	4/6/2011	audio book CD set
Mark McAteer	4/25/2011	Mad Men Season 3 & 4 DVD sets

Kenneth Sprague Rothwell	4/25/2011	Books: 282 paperback and 169 hardcover
		VHS tapes: 212
		DVDs: 22
		Cassettes: 13
		CDs: 2
		Slides 688
		Film reels: 64 (11reels of photos, 53 reels of film)
		1 filmscript: 1971 film MacBeth by Roman Polanski
Paul E Couture	5/11/2011	one paperback book
Bernadette H. Jones	5/11/2011	2 paperback books, one hardcover book and one dvd
Katherine E. Jones	5/11/2011	28 paperback and 2 hardcover books
Ann K. Larson	5/11/2011	90 paperback and 11 hardcover books
Edward J. Mahoney	5/11/2011	one paperback book
Paul E Couture	5/24/2011	4 paperback books
James Joseph Mullowney	5/26/2011	12 DVD movies and 2 DVD seasons
Mary Jay Mullowney		
Francis J. Farina	6/8/2011	Principles of Business Taxation (2010)
		Prentice Hall's Federal Taxation - Individuals (2011)
		Prentice Halls' Federal Taxation - Comprehensive (2011)
		Fundamentals of Financial Accounting Concepts
		McGraw-Hill's Taxation of Individuals and Business Entities (2011)
Susan W. Summerfield	6/8/2011	one audiobook cd set-16 discs
George Williamson Dameron	6/30/2011	one hardcover book which includes a published essay by
		Dr. Dameron
Edward A. Kupic	6/30/2011	Dante's Divine Comedy" -"
Marianne M Kupic		Dante Alighieri, La Divina Commedia, novamente illustrata da artisti
		Italiani a cura di Vittoria Alinari.
		Firenze, Fratelli Alinari, ed. 1902
John A. Trono	6/30/2011	three hardcover books