



EMORY

OXFORD
COLLEGE

ANNUAL REPORT
OXFORD COLLEGE LIBRARY
EMORY UNIVERSITY
2014-2015

Submitted to Dean Stephen H. Bowen
By

Kitty McNeill
Dean of the Library

Contributors
Sarah Bankston
Ellen Neufeld
Jessica Robinson

July 24, 2015

Notable Library Achievements and Highlights for 2014-2015
Submitted by Kitty McNeill, Dean of the Library

Hub of Living and Learning

During 2014-2015, the library exceeded the perceived traditional library role to deliver a transformative and evolving living and learning environment and become a vital teaching, research, and community space for Oxford College. Library staff hosted and collaborated on more than 930 events and meetings ranging from classes to recurring club and committee meetings, along with signature events such as the Honors Symposium, the Phi Eta Sigma reception, and the Dean's Holiday party. Library annual attendance reached 176,547 in 2014-2015, a decrease from the previous year; however, the demolition of the nearby Branham and East residence halls, coupled with the addition of the newly constructed Fleming Hall across campus, equipped with its own study rooms, may account for varied traffic patterns.

The Fran Elizer Exhibit space displayed selections from "A Keeping of Records: The Life and Art of Alice Walker," the popular exhibition featured at the Schatten Gallery in the Robert W. Woodruff Library on the Atlanta Emory campus in 2009. The Oxford exhibit focused on Walker's college years and her life as a novelist, poet, and activist and was on display during the academic year. Oxford library had the honor of hosting special guest speaker Valerie Boyd, a scholar and professor at the University of Georgia, who discussed her work editing and curating Alice Walker's journals for the 2017 publication of *Gathering Blossoms Under Fire: The Journals of Alice Walker*. The success of this event relied largely upon the librarians working closely with faculty who teach Walker's works to schedule an optimal time for students to engage in the presentation and discussion.

The eleventh annual "Inspired Performance: A Celebration of Professional and Artistic Creativity," was developed, installed, and hosted by the library in collaboration with the Dean of Academic Affairs and Chief Academic Officer, Ken Anderson. This exhibit featured 33 faculty and staff exhibitors. An online guide was created to digitally display exhibitors' creative works. Another special event was a collaboration with the Development and Alumni Relations office to host a book discussion and signing by author Roger Fleming, an Oxford and Emory alumnus.

Following the pattern of the popular Lock-In event last year, in which the library partnered with students to develop a successful program, the library staff hosted three very popular after hour events for students: a Library Lock-In, Retro Game Night, and Harry Potter Mystery Night. The library staff found that the most successful student-focused events involve students in the process from development to implementation, a model we plan to continue. In addition, Phat Panda, a student-developed and student-run bubble tea vendor, worked with the library and other campus units to implement a plan for promoting and running their business two days a week from the Library Café.

To better manage the forty plus student library employees, a Student Employment Team was created. Comprised of five library employees and responsible for overseeing all aspects of the employee program, the team strengthened communication between students and library staff. During the fall of 2014, the team along with the rest of the library staff, chose eleven rising sophomore library student employees to serve as Library Leaders for the 2014-2015 academic year. Library Leaders were selected for fully embracing the goals to be professional, flexible, invested, and approachable. Further these outstanding leaders fully modeled these leadership roles for our freshman student employees.

The library continued to maintain and consistently update the commons computer image, developed last year in collaboration with Student Services of University Technology Services. We responded to student and faculty requests for new software and added: R Commander, ChemDraw, and the Adobe Creative Cloud

to computers in the library. The library also added 6 MacBooks to the circulating collection and 10 MacBooks to the pool of laptops for research instruction classes.

In the fall Sasha Snyder was hired as the Late Night Library Specialist and was promoted to Coordinator of Archives and Special Collections in December when Jennifer Sirotkin left to attend graduate school. In May, the library successfully completed the search for two new Library Specialist positions, hiring Stuart Temples, Library Specialist and Jalesia Horton, Late Night Library Specialist.

Research Practices

This year was notable for the ways in which the Research Practices team was able to move beyond one-shot sessions to create deeper connections within the Oxford community and across Emory campuses. Once again the Oxford library hosted Lee Pasackow from the Goizueta Business Library to lead Business Research Essentials sessions for newly admitted BBA students. In addition, Vidyo link-ups with MARBL were established to highlight Emory's special collections for Oxford students in the Shakespeare course. A field trip to Woodruff and MARBL to view materials was coordinated for Music 200 students. A WordPress blog site was created and supported for students in the religion honors seminar. A portion of the traditional biology tiered library instruction was reconfigured into an evening workshop to enable teaching more advanced research strategies and Photoshop skills were taught to students in an English course. This array of new types of instruction reflected the complex information literacy landscape of Oxford College and the ways in which the Research Practices team is meeting the challenge to provide relevant, course-specific instruction at the point-of-need.

This year was notable again for the Research Practices team's collaborations across campus. The Research Practices team played an integral role not only co-facilitating the Academic Integrity session at New Student Orientation, but also restructuring the session to be even more interactive with case study scenario discussions based on actual Honor Council cases. As a result, students were much more engaged within the sessions and wrestled with questions related to academic integrity. The team also contributed to PAL/RA Orientation, International Student Orientation, and wrote a section of the campus assessment plan. Team members attended the Institute for Pedagogy in the Liberal Arts and numerous Center for Academic Excellence Lunch and Learn sessions, as well as presented at a Lunch and Learn on the results from the 2013-2014 administration of the Research Practices Survey.

At the end of July 2014, Sarah Bankston, with the support of the Dean of the Library and the Dean of Oxford College, attended the Association of College and Research Libraries (ACRL) Immersion Program Track, a 4.5 day training focusing on developing institutional information literacy programs. Earlier in the summer, a new lecturer position was created with a third of its time dedicated to working with the library. Given these two developments, and in conjunction with a strong relationship with the Writing Center, the Oxford teaching librarians hosted a day-long meeting with the Director of the Center for Academic Excellence, the Interim Head of the Writing Center, and the newly created lecturer position. In this meeting, common goals of these support services were discussed, as well as a plan to develop tangible resources that would be of use to the larger Oxford community. Over the course of the year a bibliography was created for writing and research instruction and a plan was developed for creating a curriculum map for the campus. The bibliography is an ongoing project and titles have been purchased to support writing and research across the campus. The curriculum map is in progress. We have mapped out the existing curricula with each course's various tags and identifiers and have plans to identify courses with research components to inform future planning.

In subtle ways this year, we saw a shift in the ways in which the Oxford community called upon the library to meet information literacy needs, not only relying on the Research Practices team to deliver quality research instruction sessions, but also looking to the library for instruction in multimodal literacies. The library welcomed these opportunities to collaborate with faculty across campus to help students navigate the varied information landscapes they encounter.

Dynamic Information Content and Systems

An important tenet in the Library's mission is to provide agile services. Continuous changes, enhancements and adaptations in technology have a significant impact on libraries as so many library products and services rely on technology. Providing seamless access to information isn't possible if a library falls behind with technology or with the accuracy of data.

To that end, one of the chief goals of this team was the clean-up and preparation of data and services for the University libraries' migration to a new integrated library system in 2016 called ALMA. The Oxford library undertook and completed a thorough inventory of our physical collection. Oxford library staff Ellen Neufeld, Christopher Bishop and Jessica Robinson served on six University ALMA migration teams, developing process maps and preparing Oxford for the migration to the new system. Christopher Bishop attended the ELUNA conference in Minneapolis to keep the Oxford staff apprised of vendor information for the coming migration. Further, Kitty McNeill led the key Core Systems Governance Group for all the University libraries. The system clean-up included updating of old patron and record data and streamlining of current processes to make the system transition more seamless.

In addition to the vast amount of behind-the-scenes systems preparation, the team was able to provide excellent services to our users. We rolled out the new ARES reserves system and services to both students and faculty while developing new processes for communication and access. We developed a process for acquiring electronic academic titles and make them available for any University library user via the tool discoverE. Though overall circulation numbers fell slightly due to an increase in loan time, interlibrary loan and document delivery numbers doubled over the past year and library website activity increased more than 50 percent. Library staff worked closely with faculty to build the most accurate inventory of course reserves items, both physical and electronic, as well as to add new academic titles to the general collection. The team was also able to build a reporting mechanism to see what titles were most requested by Oxford students from other libraries to detect gaps in the current Oxford collection. Once again Oxford was the primary provider and administrator of the OverDrive popular e-book collection for the University. Finally, team members participated in an additional ten functional working groups across the University libraries. Participation in these groups is key to our successful collaboration with other Emory libraries as well as to provide Oxford students, faculty, and staff with the same level of products and services across the University libraries.

Goal: Hub of Living and Learning

Notable Achievements/Highlights:

- Sponsored and collaborated with Campus Life to host the ninth annual “Chocolate, Sweets, and Other Treats” for new students
- Sponsored and collaborated with Campus Life to host the Coke reception immediately following the Candlelight Procession after Convocation
- Hosted two author presentations: Roger Fleming and Valerie Boyd
- Installed exhibits: Alice Walker, Inspired Performance, SURE research scholar posters, graduating sophomores book selections, National Poetry Month, and Earth Day photography exhibit
- Hosted numerous events. Some examples: OWN Oxford, ALANHS, Orientation, Registration, Enrollment Services prospective student sessions, Board of Counselors meetings, Halloween Haunted Tour reception, study breaks including Phat Panda, Chem Ox and Phi Eta Sigma, Valentine Photo Booth, Library Lock-in, Harry Potter Mystery Night, Retro Game Night, 50th Alumni Reunion Dinner, Commencement, IPLA sessions, Honors Symposium, Library Spirit Week
- Met with Student Government Association library committee and Freshman Council focus group and responded to questions, issues, and requests
- Partnered with Dean of Academic Affairs and Chief Academic Officer, Ken Anderson, to develop, install, and host the eleventh annual “Inspired Performance: A Celebration of Professional and Artistic Creativity,” a major college exhibit and reception, with 33 faculty and staff exhibitors.
- Collaborated with Student Services of University Technology Services to develop, install, and push out a standard and constantly updated computer image for the library’s student computers and laptops.
- Phi Gamma held 20 meetings and receptions including Dean Bowen’s faculty receptions.
- Writing Center physically located in the library
- Updated library emergency procedures.
- Hired, trained, and employed 40 student employees.
- Added 6 MacBooks to circulating collection and 10 MacBooks to the instruction collection.

Challenges/Notable Issues:

- Transition and training of new staff (Sasha Snyder, Late Night Library Specialist, Stuart Temples, Library Specialist, and Jalesia Horton, Late Night Library Specialist) and moving existing staff into new positions (Sasha Snyder, Coordinator of Archives and Special Collections).
- Maintaining all library services with a high level of customer service while four library employees were out on FMLA leave and the loss of Hosanna Fletcher, Administrative Coordinator and Jennifer Sirotkin, Coordinator of Archives and Special Collections.
- Higher demand of library 230 classroom and other library spaces (14 semester-long classes taught in library spaces)
- Conversion of the library’s 2 Research Consultation Rooms as well as one library staff cubical into faculty offices
- Student led Phat Panda bubble tea operations were successful but not always sufficiently supervised by the student managers and Sodexo

Metrics:

- 935 special events, meetings, conference calls, interviews, webinars, and training sessions held in the library and Phi Gamma
- Library annual attendance reached 176,547 compared with 192,675 the previous year

- Average daily library attendance peaked at 667 on Sundays, 665 on Mondays and 647 on Tuesdays and Wednesdays with a low of 300 on Saturdays.
- Phi Gamma annual attendance was 22,429 compared to 29,500 the previous year
- Online study room bookings by students for the year: 8,289 down from 12,792 the previous year due to 2 research consultation rooms being converted to faculty offices

Goal: Research Practices

Notable Achievements/Highlights

- Collaborated with Lee Pasackow, a business librarian from Goizueta Business Library, to bring a Business Research Essentials instruction sessions to Oxford.
- Other unique instruction opportunities arose in 2014-2015: Ellen Neufeld coordinated and accompanied a trip to MARBL and Woodruff Library for Maria Archetto's MUS200 class; Sarah Bankston coordinated a Vidyo session with Courtney Chartier from MARBL for Kevin Quarmby's ENG 311 class, and Sarah, Ellen, and Jessica worked with BIO 141 faculty to transform a portion of the semester's tiered library instruction into an evening workshop where higher-level research strategies could be learned.
- Jessica Robinson worked with Center for Healthful Living faculty to outline resources available to their students and to provide an overview of topics and skills librarians could provide for their classes.
- Kim David taught a Photoshop class for Brad Hawley's course to help students learn how to create comic panels.
- Ben Brown worked with David Gowler's honors seminar on advanced research and teaching the class how to use WordPress.
- Jennifer Sirotkin led an archives research session for Max Vincent's class which focused on materials related to Oxford's history as well as famous Methodists.
- Sarah Bankston co-facilitated a Freshman Seminar class in the fall of 2014.
- Trained library student employees in research skills
- Collaborated with Ami Hernandez from Career and Counseling Services to improve our established workshop for resume building.
- Continued our summer partnerships by leading instruction sessions for the SURE program, OIEE, and ALANHS, and in July 2014 added sessions for the Rockdale County High School magnet program.
- Sarah Bankston coordinated the ID-COP (Instructional Development - Community of Practice) journal club meetings, selecting articles, and facilitating discussions.
- In their roles as Personal Librarians, Sarah Bankston, Ellen Neufeld, and Jessica Robinson conducted several in-depth literature searches for faculty members, the results of which were included in publications or aided in course development.
- Jennifer Sirotkin and Sasha Snyder helped with archival research for several alumni and other patrons.
- In the summer of 2014, Sarah Bankston, along with Alicia DeNicola and Ricardo Conceicao, faculty representatives for the Honor Council, revamped the Academic Integrity session for New Student Orientation by developing case scenarios based on cases that come before the Council. Using these cases, the group trained the Peer Assistant Leaders (PALs) to help facilitate discussions about the cases and nuances of plagiarism and academic integrity.
- Ellen Neufeld, Jessica Robinson, and Sarah Bankston wrote a successful proposal for a presentation at the Georgia Council of Media Organizations which will be held in October 2015.
- Sarah Bankston attended the Association of College and Research Libraries (ACRL) Immersion Program Track in Burlington, Vermont, in July 2015.
- In May 2015, Sarah Bankston and Jessica Robinson participated in the Institute for Pedagogy in the Liberal Arts, attending the tracks "Contemplative Engagement: Teaching and Learning for Wholeness and Social Change," "Creating a 'Low Context' Classroom for Multilingual Students," and "Extending Academics: Assessing the Possibilities of Social Media."
- Jessica Robinson attended the Association of College and Research Libraries Conference in Portland, Oregon in March 2015.

- In July 2014 the Research Practices Team hosted a day-long meeting with Jeff Galle, Director of the CAE, Joe Johnson, Interim Head of the Writing Center, and Brad Hawley, a lecturer in the English department who spends a third of his time working with the library. The purpose of the meeting was to seek out commonalities and propose collaborative projects. As a result, over the course of 2014-2015 an ongoing bibliography was created for books related to teaching writing and research and a method was developed and implemented for creating an information literacy curriculum map for Oxford College.
- Sarah Bankston gave a Lunch and Learn presentation hosted by the Center for Academic Excellence about the 2013-2014 Research Practices Survey results.

Challenges/Notable Issues

- The Freshman Seminar curriculum was revised in 2014-2015 and the requirement for seeking outside sources for the Reflective Analysis was removed. With this change, librarians were no longer needed to introduce students to resources for avoiding plagiarism within the library. Therefore, we taught roughly 30 fewer instruction classes.
- Consistent DeskTracker reporting is a persistent issue. Despite higher Information Desk interactions in 2014-2015, anecdotally it seems the library, and the Information Desk, had even more usage than reported. As a result, the library will work on an overhaul of the DeskTracker reporting form, streamlining and clarifying reporting for student employees, and separating out research consultations into their own form for recording.

Metrics

- 121 instruction sessions taught in 2014-2015
 - 2013-2014: 151 classes
- 19 second instruction sessions taught in 2014-2015
 - 2013-2014: 33 second sessions
- 12 third instruction sessions taught in 2014-2015
 - 2013-2014: 14 third sessions
- 208 individual research and archive consultations conducted in 2014-2015
 - 2013-2014: 199
- 92.4 total hours spent with students and faculty in research and archive consultations in 2014-2015
 - 2013-2014: 100.3 hours
- 2,530: number of contacts (attendees) in library instruction sessions in 2014-2015
 - 2013-2014: 2,811 contacts
- 6,725 Information Desk transactions in 2014-2015
 - 2013-2014: 6,060
- In end-of-class assessments when asked what they would do differently as a result of the instruction session, student responses included “use multiple resources to find books and articles,” “more thorough searches with appropriate words and Boolean operators,” “be more careful in choosing my sources,” “definitely keep a good record of where I get my research from and how it applies to my topic,” “start thinking of words that can encompass the information I am trying to find,” and “I will pay more attention to my works cited” all of which indicate an increasingly sophisticated approach to research and an internalization of information literacy practices.

Goal: *Dynamic Information Content and Systems*

Notable Achievements/Highlights

- In preparation of the Emory University libraries move to a new integrated library system, ALMA, several staff represented Oxford on University library-wide working groups. Oxford library staff had representatives on the following ALMA teams: e-resources, acquisitions, fulfillment, integrations, metadata, core, and steering. ALMA is a system that allows a library to work with all types of library resources (print, electronic, digital) within one workflow environment.
- In addition to the ALMA teams, Oxford library staff played integral roles in University libraries working groups including: core systems governance, access services policies, cataloging, Primo advisory, blog oversight, circulation, old-patron/user, accessibility, assessment, open access planning, and shibboleth vendor notification. Participation in these working groups is critical to our contribution and inclusion in library-wide decisions about systems and policies.
- Under the direction of Christopher Bishop and the systems sub-team, several outstanding system clean-up tasks were assigned and completed. This included re-cataloging and inventory of equipment; clarifying language in automated overdue and renewal notices; development of streamlined processes for importing bibliographic records from OCLC; resolution of expired patron accounts, outstanding loans, and fines; and a process for tracking and replacing missing and lost books.
- A major task undertaken for 2014-2015 was a thorough inventory of the main stacks collection. Christopher Bishop, Ben Brown and Jonathan Daso developed an automated scan and report that integrated with Aleph, the current integrated library system. The inventory was initiated in May 2014 and was completed in July of 2015. The inventory was critical to having a more accurate data set of information when the data in Aleph is migrated to ALMA. For example, since Oxford does not have a security coding on materials, items that go missing aren't discovered until someone requests the item. Inventory helped us discover a number of items that had disappeared from the collection so that we could take steps to replace or remove data.
- We completed the weeding project of the library's bound periodical collection. After checking that items were available either online or owned by other Emory libraries, we completed the removal of nearly 2,000 redundant volumes. This created space in the compact shelving for storage of archival material.
- The archival material mentioned above had previously been unprocessed and now had room to fit in the compact shelving. Under the guidance of Clayton McGahee, University roving archivist, a total of 32 boxes of archival material was processed and added to the compact shelving, totaling 18.19 linear feet added.
- Library circulation numbers held steady at 44,932. This slight drop over last year is attributed to the minor drop in our circulation of reserves items. This year reserve item loan time increased from 2 hours to 3 hours, based on requests received from Freshman Council. This increase in loan time meant students could accomplish tasks with one check-out. Also, the library instituted a new policy of putting items on reserve strictly upon faculty request. This meant fewer items may have been available for check-out on reserve than had been available in previous years.

Challenges/Notable Issues

- With so many library staff members on University working groups that meet on main campus, meeting times in addition to travel to/from had an enormous negative impact on our staffing needs. Attempts to video or phone conference is often frustrating and unreliable, and many side conversations or decisions are lost without face-to-face contact.
- Ongoing management of our own website and training in Cascade, in which we are not experts, for new employees is also a huge demand on staff time. We have made strides in addressing this by hiring a professional photographer for improved content.

- In preparation for the data migration to ALMA, we performed significant data cleanup. This cleanup was particularly challenging when we realized we did not have access to important system tables. Obtaining administrative access to our own information was challenging.
- Equipment incurs heavy use and is expensive to repair and/or replace. Ten of our circulating MacBooks incurred damage, and arranging repair in addition to the costs fell to the library. Peripherals such as chargers, cords, and adapters also suffered damage and loss. Total costs for loss and damage was \$3700.
- Software updates and/or vendor bugs frequently crop up at the point of need. With only one computing support specialist on staff, meeting patron demand for access after 5pm can be challenging.
- The Oxford library puts a high priority on providing top customer service to both our patrons and to patrons outside Oxford. We run daily reports for items requested and within 24 hours fulfill all requests if items are available. Other libraries have a different standard for response time or prioritize patrons (e.g. graduate students over undergraduate), and wait times for items from main campus sometimes exceeded our users' needs. These wait times can result in loss of patron confidence.

Metrics

- Total circulation for the year fell slightly over the prior year, though this was attributed to longer circulation times and a slight reduction in reserve items. Continued acquisition of electronic academic titles that license simultaneous access to multiple users may also be a factor in the reduction.
- Oxford items loaned to main campus libraries totaled 4,140, whereas items from main campus libraries loaned to Oxford totaled 4,984, indicating the high quality of the Oxford collection.
- Interlibrary loan and document delivery numbers nearly doubled over the prior year with an 86.79% increase.
- The library website activity increased by nearly 63%. Formation of a web team to kept content fresh and the usability of the Cascade site contributed to this increase.
- Reserve items continue to be the most highly circulated item with a total circulation of more than 25,000.
- The OverDrive popular reading collection for the entire University continues to be maintained by Oxford staff. Every year since Oxford initiated OverDrive the use of the collection continues to grow. This year over 5,000 items circulated with a total of 1,775 unique users.

Library Goals for 2015-2016

Hub of Living and Learning

1. **Schedule, plan, install, and host dynamic exhibits and events**
 - Host annual events such as freshman orientation party (Chocolate, Sweets, and Other Treats), Halloweek, fall and spring semester study breaks, National Library Week, National Poetry Month, Inspired Performance and many others.
 - Host at least two exhibits: Seamus Heaney, and Inspired Performance.
 - Continue collaborating with college and university groups on events: orientation, registration, admission sessions, and honorary society celebrations such as Phi Eta Sigma and Alpha Epsilon Upsilon.
 - Plan for Shakespeare First Folio exhibits for 2016-2017.
2. **Support students, faculty and staff by providing excellent, useful services and maintaining an inviting, clean and comfortable physical space**
 - Incorporate feedback from the SGA library committee, Freshmen Council focus group, Emory Libraries Survey, and other constituents to continuously improve and adapt services and space for library users.
 - Purchase furniture to support requests for more individual study spaces.
3. **Continue development of Student Employee Library Leader Program**
 - Improve expectations for new student employee leadership program for superlative student employees.
 - Develop separate training tracks for leaders, freshmen, and sophomore student employees.

Research Practices

1. **Develop collaborative initiatives with the Writing Center, Center for Academic Excellence, Oxford faculty, and other University libraries**
 - Continue to build and strengthen partnerships with the Writing Center and the Center for Academic Excellence.
 - Develop a relationship with the new Writing Center director to discuss ways in which the library and Writing Center can partner on initiatives.
 - Work with the Instructional Development Community of Practice at Emory Libraries for professional development (such as the Journal Club) including coordination and development of instruction ideas and programs.
 - Work with faculty and the Honor Council to deliver Academic Integrity sessions at orientation.
2. **Re-envision and re-articulate the Research Practices program and its relationship to Oxford College's information literacy and curricular initiatives at Oxford.**
 - Complete the curriculum map to see where research is happening across the curriculum and develop future information literacy assessment strategies.
 - Tie research practices instructional programming to the work of the College Educational Programs Enhancement Group.

- Revamp the Research Practices program’s Student Learning Outcomes in light of the ACRL Framework for Information Literacy for Higher Education to include threshold concepts and other literacies.
 - Develop new branding for the Research Practices program and create associated marketing materials.
 - Expand the Research Practices program and train staff members with relevant graduate degrees for classroom teaching.
- 3. Develop a plan to assess teaching and research programs to strengthen our practice and keep our focus learner-centered.**
- Create an assessment plan that will address both individual classes and the Research Practices program as a whole.
 - Conduct an assessment of the Personal Librarian program by developing a survey for faculty and use the information to develop new and/or improve existing services.
 - Develop and implement peer-evaluation methods for teaching librarians to help improve the teaching practices.
 - Use information found through the curriculum mapping process to develop questions related to research within the disciplines for faculty focus groups.
- 4. Develop the Research Practices program beyond the traditional classroom, involving more library staff in a variety of teaching roles.**
- Utilize the allotted extra 30 minutes in the Customer Service Team meeting to build a series of ‘show-and-tells,’ ‘cool tools,’ and reference skills sessions in order to foster learning among staff and give more staff experience in a teaching role.
 - Develop more staff members as classroom instructors, holding training which covers developing outcomes and lesson plans tailored to specific courses and assignments, active learning, and assessment.
 - Create Lunch & Learn programs for the Center for Academic Excellence focused on topics such as Zotero, new digital resources, and library collection development.

Dynamic Information Content

- 1. Develop strategies for maintaining dynamic web site**
- Work with University Libraries’ Core systems web developer to perform periodic usability testing for patron feedback.
 - Hire a professional photographer to create a collection of images throughout the academic year.
 - Continue with site content review and refresh schedule for homepage.
 - Work with Director of Communications on locations for the library website to sit on new College site.
 - Create instructional videos and/or podcasts for the website.
 - Work with University Libraries’ Core systems web developer to establish a request form for collection recommendations and requests.
 - Work with Emory Libraries Core Systems web developer to create new book list widget similar to Business library website.
 - Create a location on the homepage for “Access Interlibrary Loan.”
 - Develop strategies for blog content, accessibility, and the ability to push out information.

2. Continue enhancement of collections and collection development procedures

- Complete significant weeding of DVD collection focusing on TV series.
- Create a de facto “demand driven” acquisition model by running reports on titles most requested via Atlanta Oxford Requests and Interlibrary Loan.
- Use existing Bowker Book Analysis information to identify gaps in core academic title collection.
- Update collection development policies.
- Focus weeding priorities on DVDs, old textbooks, psychology section, and books previously reviewed but no decisions made [white slips].
- Involve faculty in selecting items for the collections by working with personal librarians.
- Continue to build a strong OverDrive popular ebook reading collection.
- Continue to acquire collections to support the Writing Center.
- Develop a process for routing periodicals to faculty.

3. Migrate to new Emory University integrated library system - ALMA

- Participate in integrations group for external systems such as Ares, Illiad, Compass, etc.
- Participate in fulfillment (circulation) group.
- Participate in acquisitions group.
- Participate in E-resources (databases, journals, ebooks) group.
- Participate in core (leadership group) team.
- Participate in steering (governance group) committee.
- Train staff and develop local ALMA procedures.

4. Develop archives and special collections

- Continue to incorporate Emory records retention policies regarding transferring documents to the archives.
- Continue to develop a dynamic Special Collections webpage.
- Complete photo repository cleanup project.

5. Develop social media

- Develop strategies for oversight and coordination of all library social media.

I. Summary

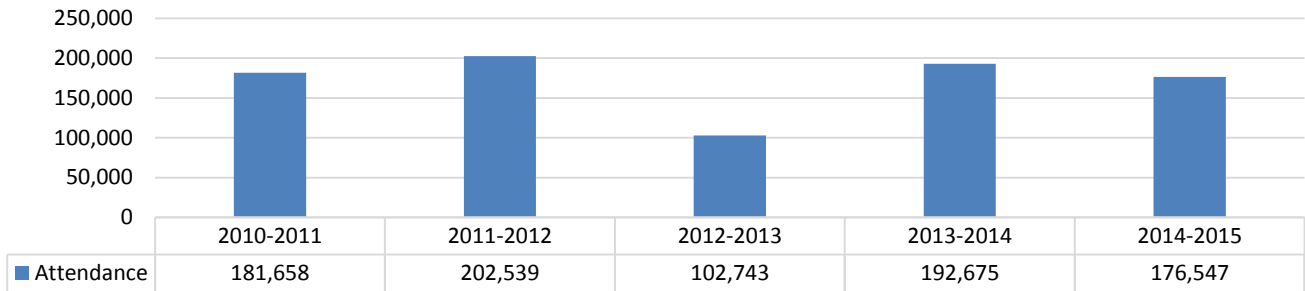
	<u>2013-2014</u>	<u>2014-2015</u>	<u>+/- %</u>
Library Attendance	192,675	176,547	-8.37
Library Class Instruction	151	121	-19.87
Research Consultations	199	208	+4.52
Info Desk - Reference	533	1,052	+97.37
Info Desk - Technology	1,322	1,360	+2.87
Info Desk - Other	4,205	4,313	+1.48
Oxford Total Circulation	47,017	44,932	-4.44
Reserves*	1,169	*	
Interlibrary Loan	371	693	+86.79
Document Delivery	2,833	3,439	+21.39
Library Website Pageviews	114,488	186,322	+62.74

*Switched to new Reserves system in fall 2014. Statistics for electronics reserves are not available at this point.

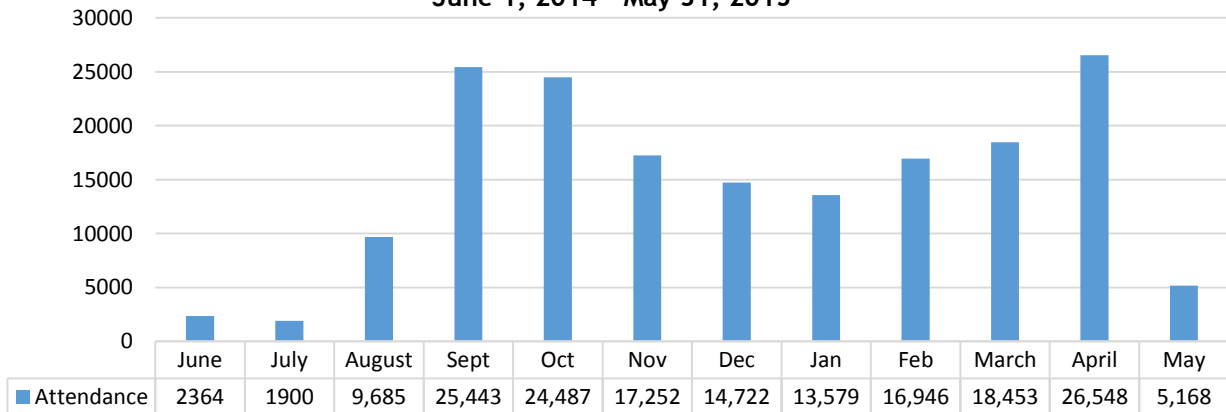
II. College Enrollment & Library Attendance

Fall 2010	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Fall 2014	Spring 2015
906	831	937	860	909	818	947	830	949	836

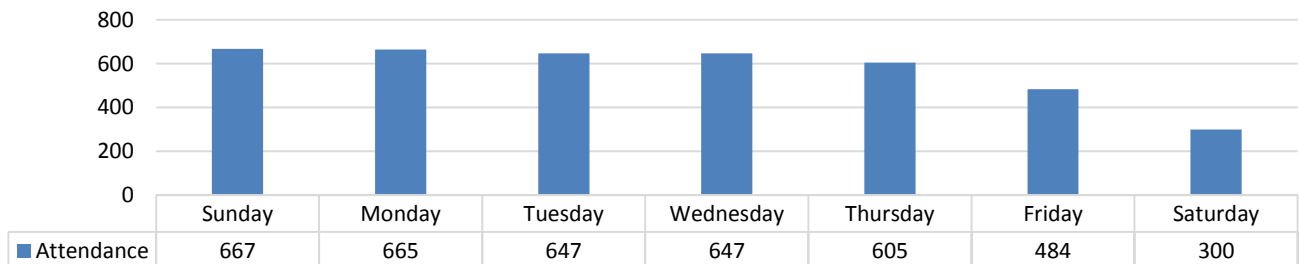
**Oxford College
Library Attendance
Fall 2010 - Spring 2015**



**Oxford College
Library Attendance
June 1, 2014 - May 31, 2015**

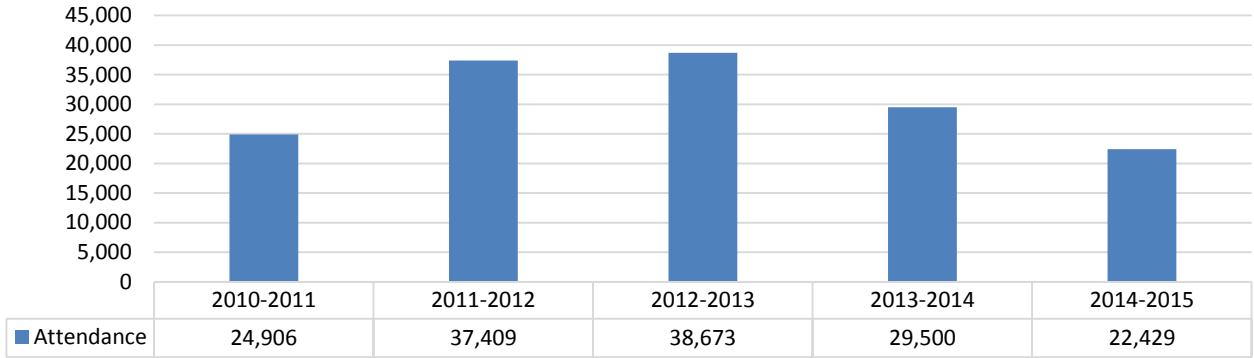


**Oxford College
Library Average Daily Attendance
June 1, 2014 - May 31, 2015**

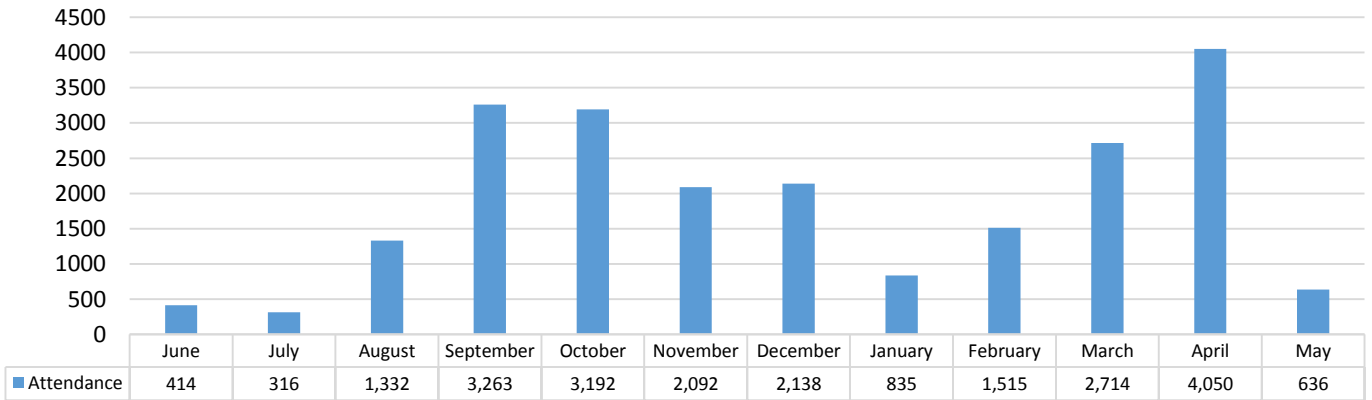


II. College Enrollment & Library Attendance (continued)

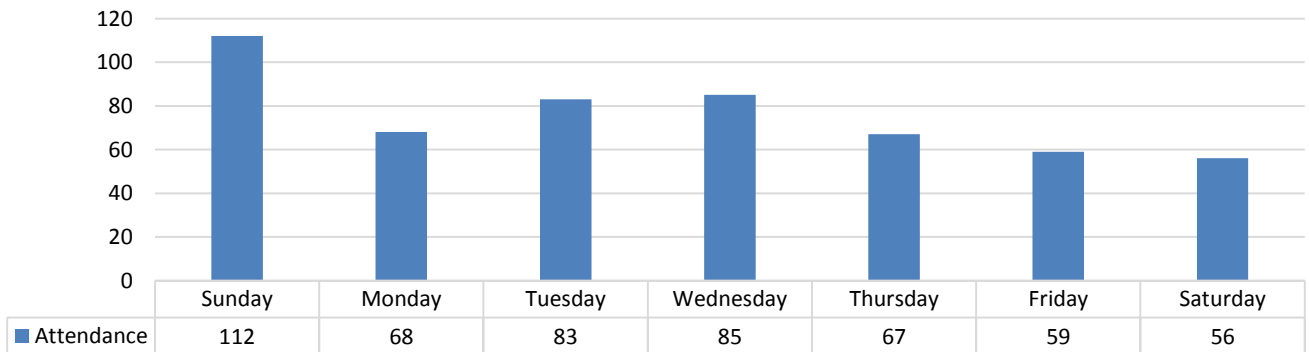
**Oxford College
Phi Gamma Attendance
Fall 2010 - Spring 2015**



**Oxford College
Phi Gamma Attendance
June 1, 2014 - May 31, 2015**

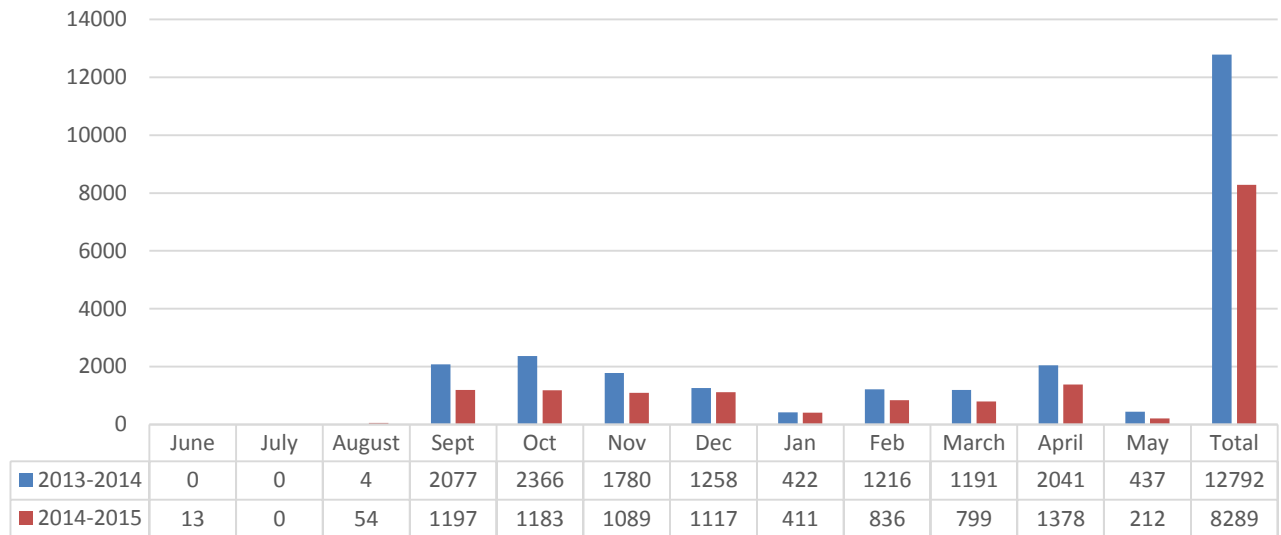


**Oxford College
Phi Gamma Average Daily Attendance
June 1, 2014 - May 31, 2015**



II. College Enrollment & Library Attendance (continued)

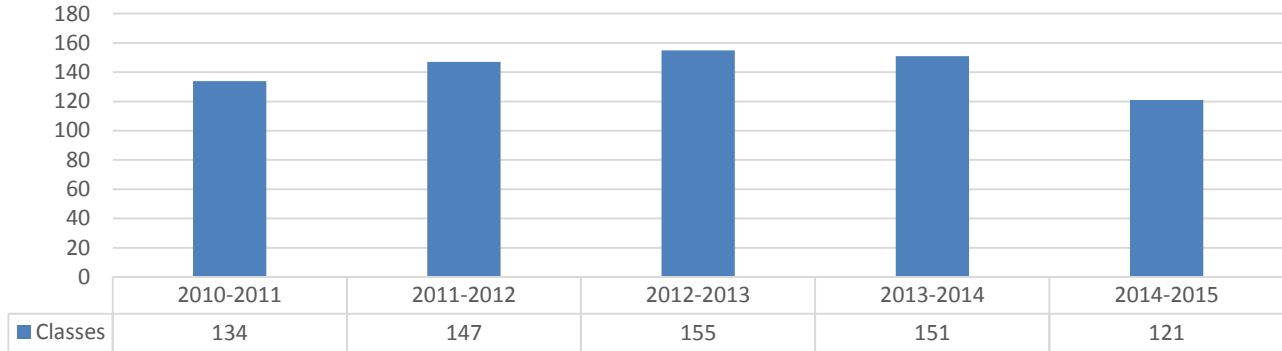
Oxford College
Total Room Bookings
Fall 2013 - Spring 2015



In 2014-2015 the Research Consultation Rooms were converted to faculty offices.

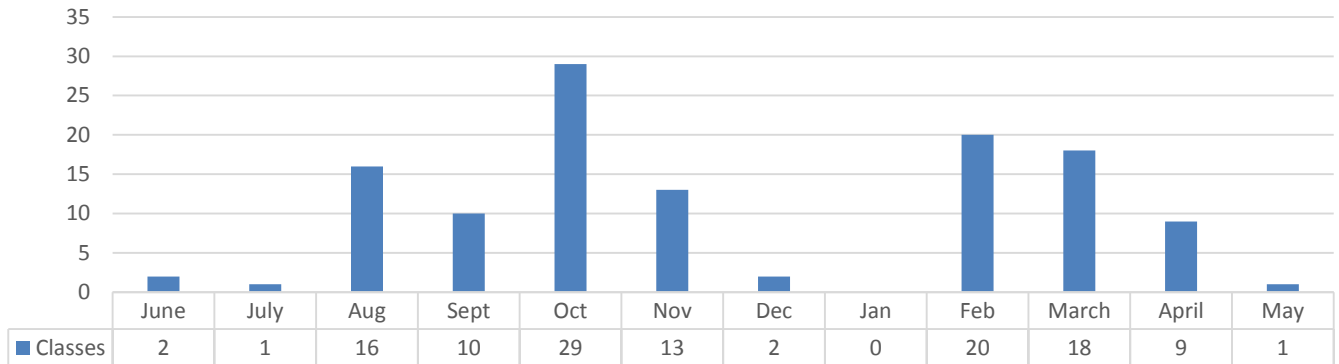
III. Instruction & Public Service Activity

Oxford College
Classroom Instruction Session
2010-2015

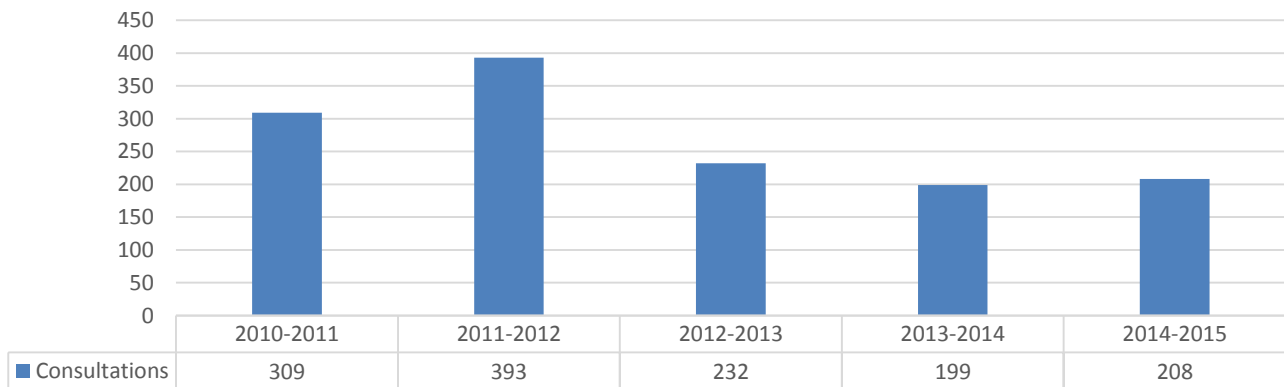


In 2014-2015 the Oxford Library had 2,530 attendees/participants in instruction sessions.

Oxford College
Classroom Instruction Session
June 2014 - May 2015

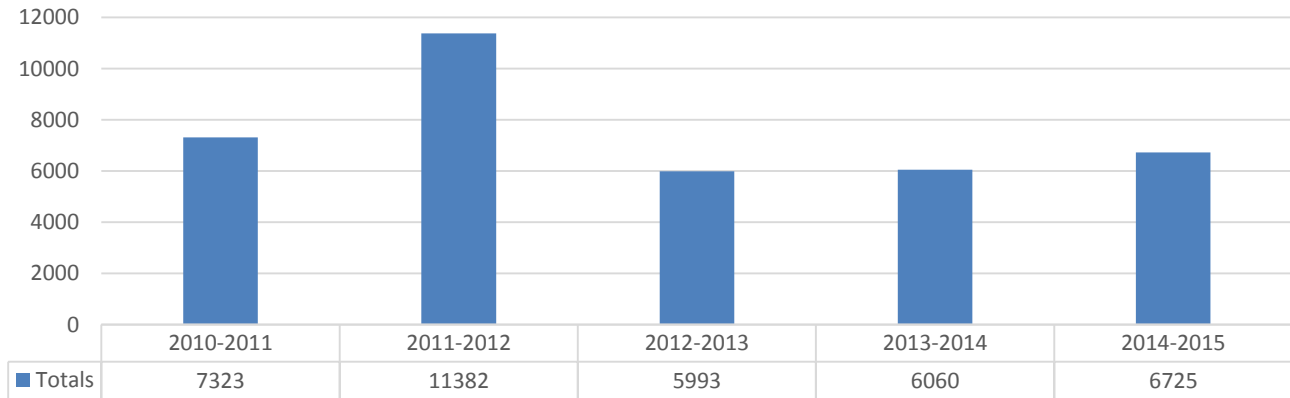


Oxford College
Research Consultations
2010-2015



III. Instruction & Public Service Activity (continued)

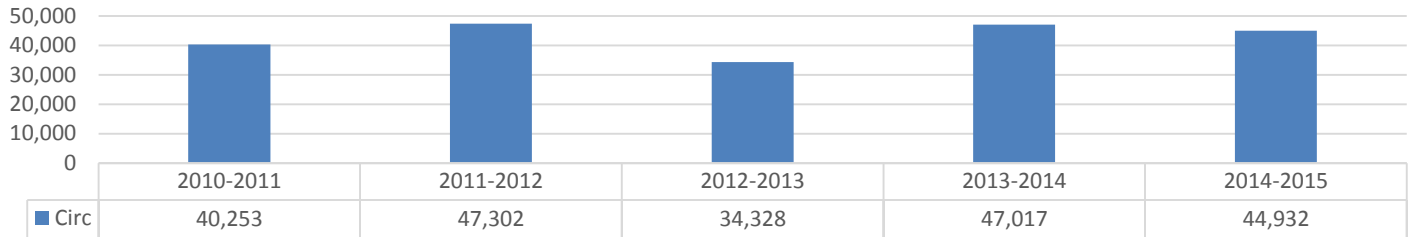
Oxford College
Information Desk Questions
June 2010 - May 2015



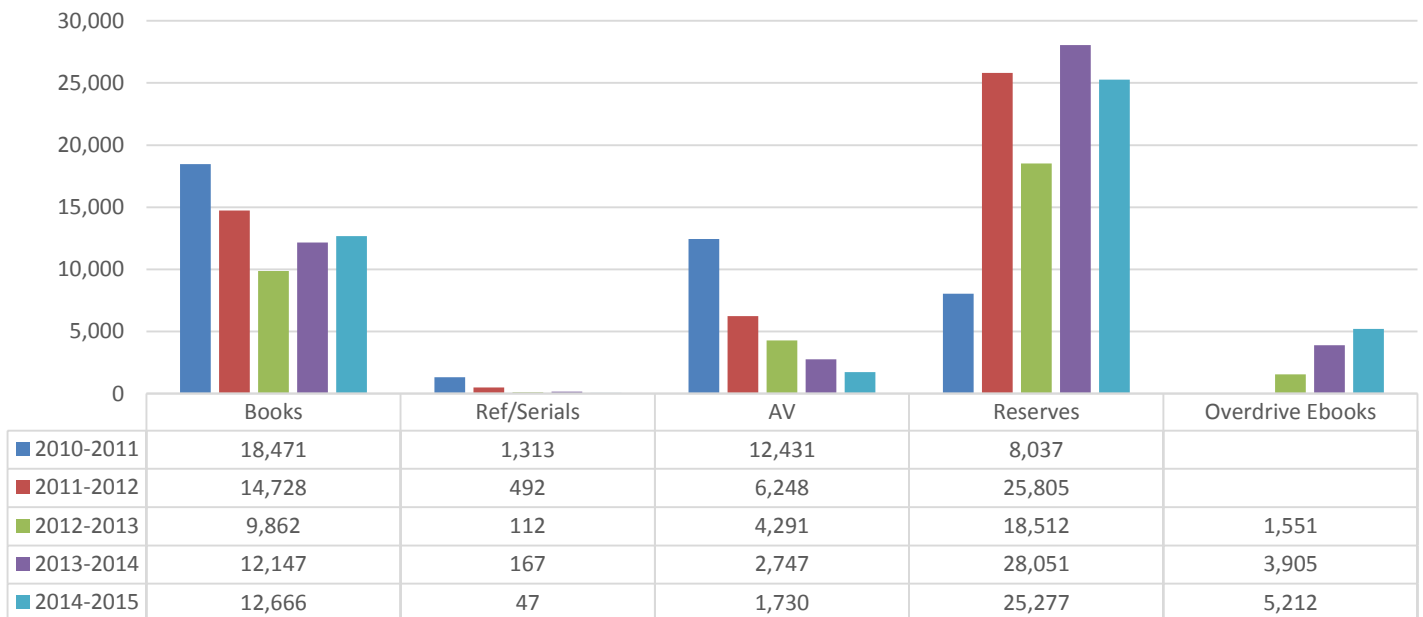
<u>AY 2014-2015</u>							
	Walk-up	Phone	E-mail	IM	Text	Other	Total
Reference							
Short Reference (<15 minutes)	917	41	67	27	0	0	1052
Technology							
AV Equipment & Media Booking	394	1	2	3	0	0	400
Computer Assistance	248	17	29	7	0	0	301
Printing/Scanning/Faxing	643	4	11	1	0	0	659
Other							
Circulation	386	123	23	119	20	0	671
Reserves	514	51	37	56	2	0	660
ILL/AOR	41	8	25	2	0	0	76
Directional/Supplies	2275	154	14	12	0	0	2455
Fines	59	10	6	0	0	0	75
Scheduling Rooms	79	35	15	3	0	0	132
Visitor Check In/Out	66	4	0	0	0	0	70
Other	146	22	4	2	0	0	174
Total	5768	470	233	232	22	0	6725

IV. Circulation

Oxford College
Total Circulation
2010-2015



Oxford College
Five Year Totals by Item Type



In spring 2014, the loan period for Reserves changed from 2 hours to 3 hours.

Patron Type

Patron Type	2010-2011	2011-2012	2012-2013	2013-14	2014-15
Students	33,788	38,677	21,952	32,450	28,599
Grad Students	1,606	1,533	1,317	1,499	1,759
Faculty	1,949	2,268	1,830	1,971	2,034
Staff	1,702	1,624	3,568	1,802	1,763
Alumni	100	112	76	92	73
Off Campus	47	56	42	88	49
Library	1,061	3,614	3,992	5,115	5,393

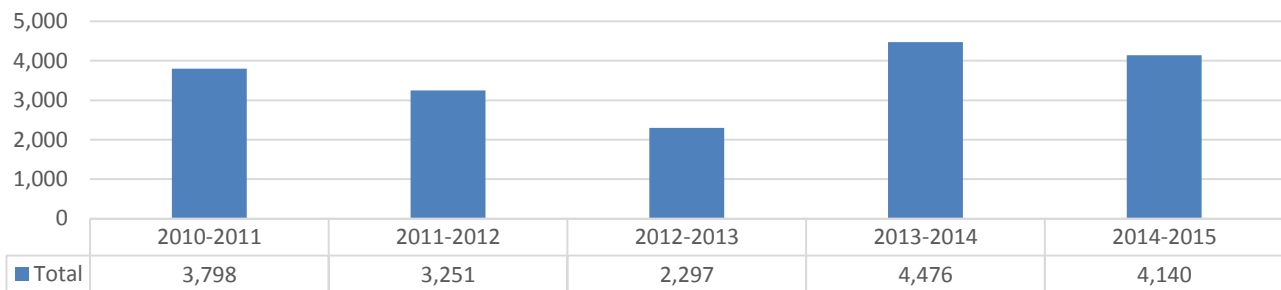
Library as a Patron type refers to Interlibrary Loan totals and materials in transit

IV. Circulation (continued)

Circulation Activity – Oxford Items Loaned to Emory

Library	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
University	264	230	186	349	321	271	434	313	250	286	280	269
Health Science	20	17	27	16	17	18	15	32	14	23	16	29
Law	11	28	18	22	21	12	7	24	20	17	15	8
Theology	11	14	9	20	15	25	17	41	27	21	19	21
Total	306	289	240	407	374	326	473	410	311	347	330	327

Oxford College Oxford Items Loaned to Emory 2010-2015



Circulation Activity - Emory Items Loaned to Oxford

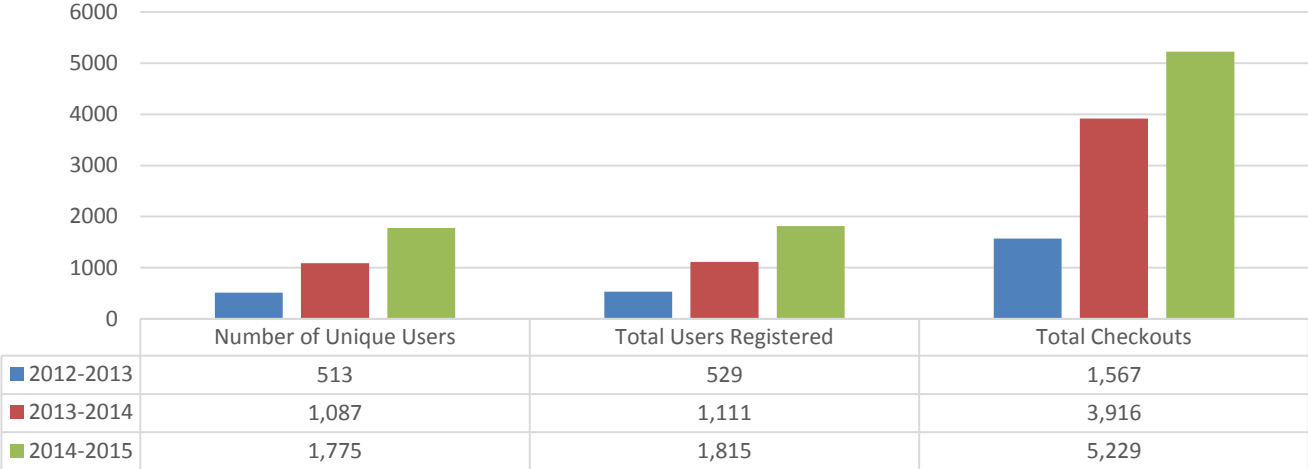
Library	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
University	197	266	349	197	417	326	217	540	427	621	766	256
Health Science	9	7	11	1	6	13	1	4	0	0	5	1
Law	0	2	6	5	9	2	2	3	3	6	14	3
Theology	20	11	31	10	39	50	45	195	44	39	68	32
Total	226	286	397	213	471	391	265	742	474	666	853	292

Oxford College Emory Items Loaned to Oxford 2010-2015



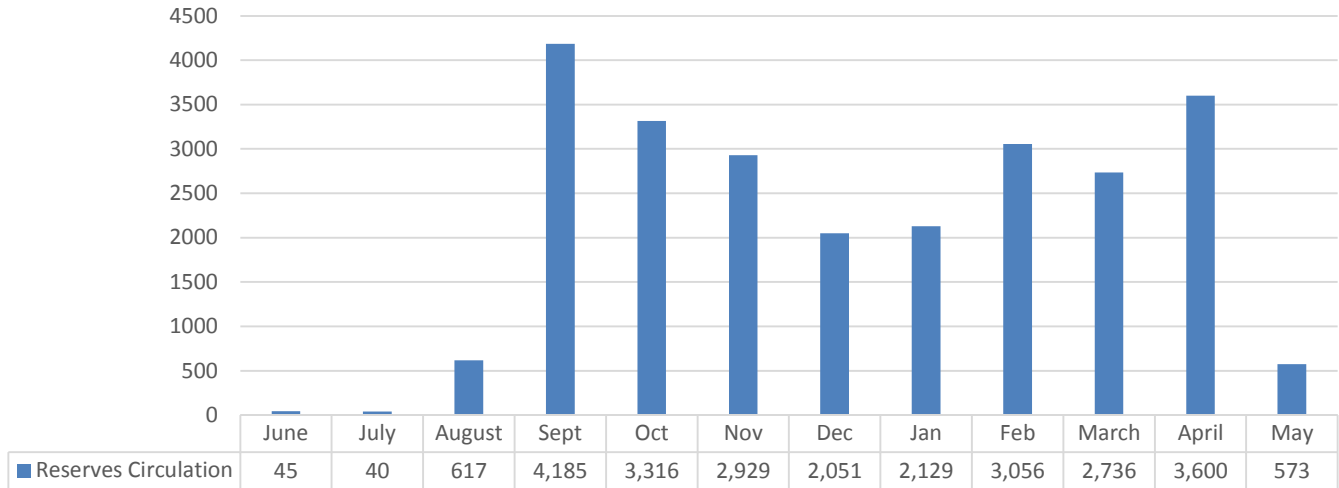
IV. Circulation (continued)

Oxford College
OverDrive Usage
2012-2015



V. Course Reserves

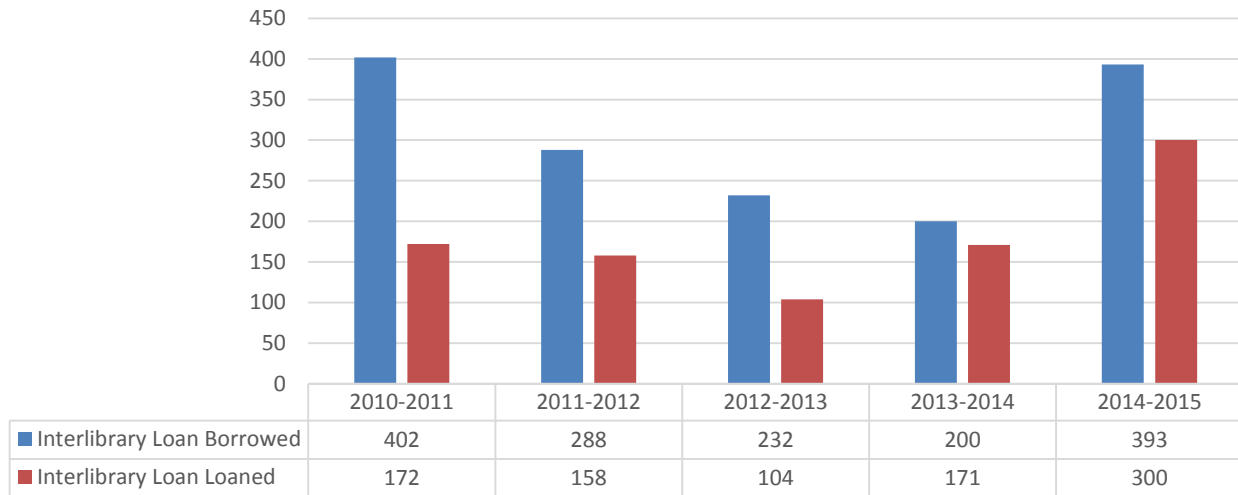
Oxford College
Course Reserves (Physical Only) Circulation
2014-2015



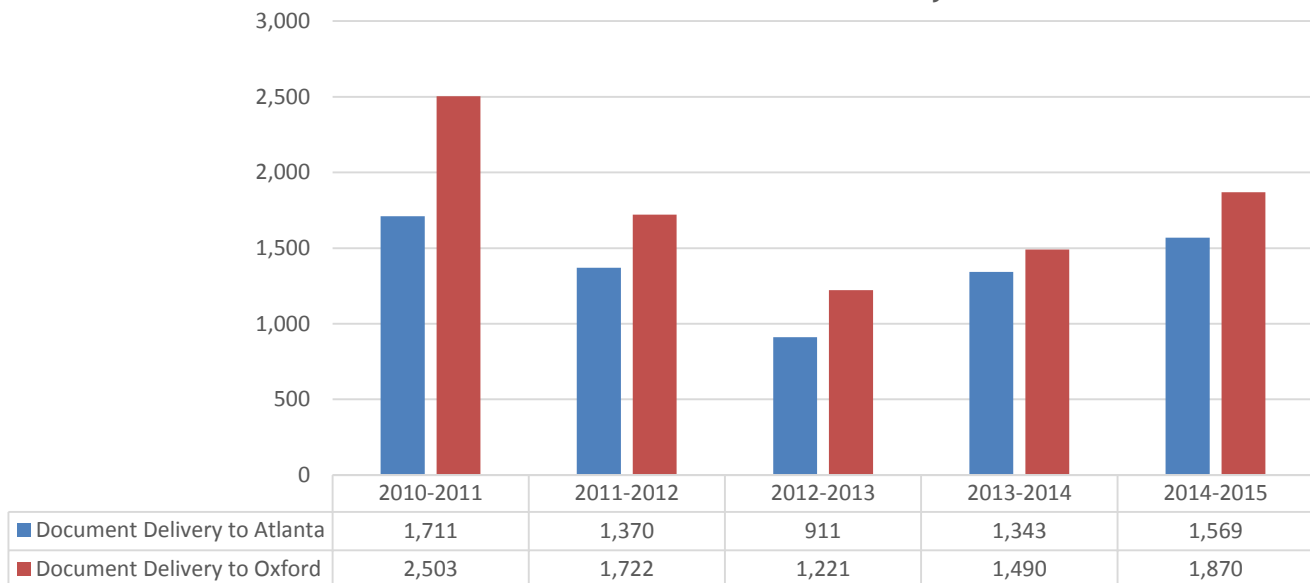
*Switched to New Reserves system in fall 2014. Statistics for electronics reserves are not available at this point.

VI. Interlibrary Loan / Electronic Requests

Oxford College
Five Year Totals for Interlibrary Loan



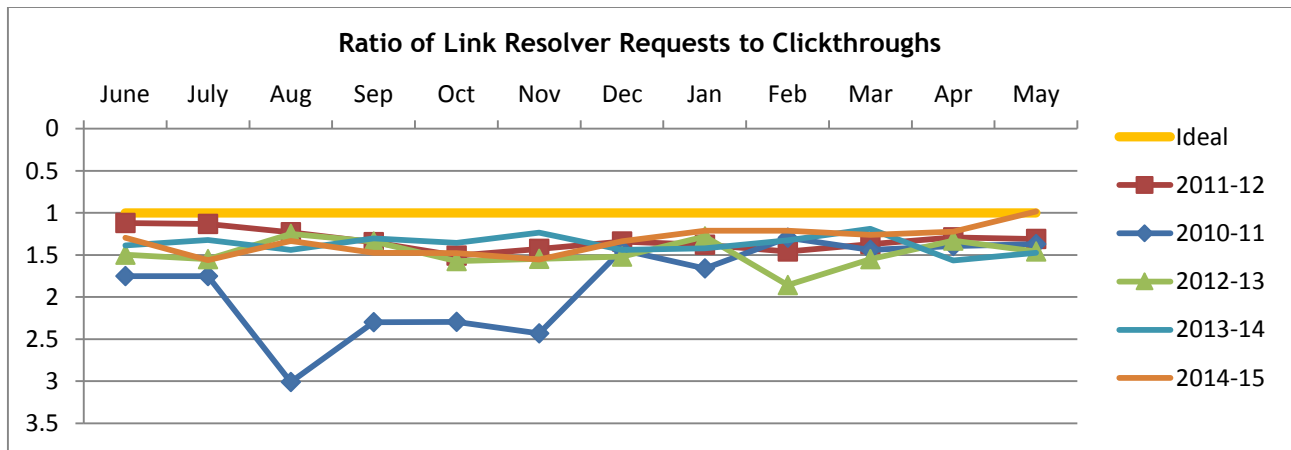
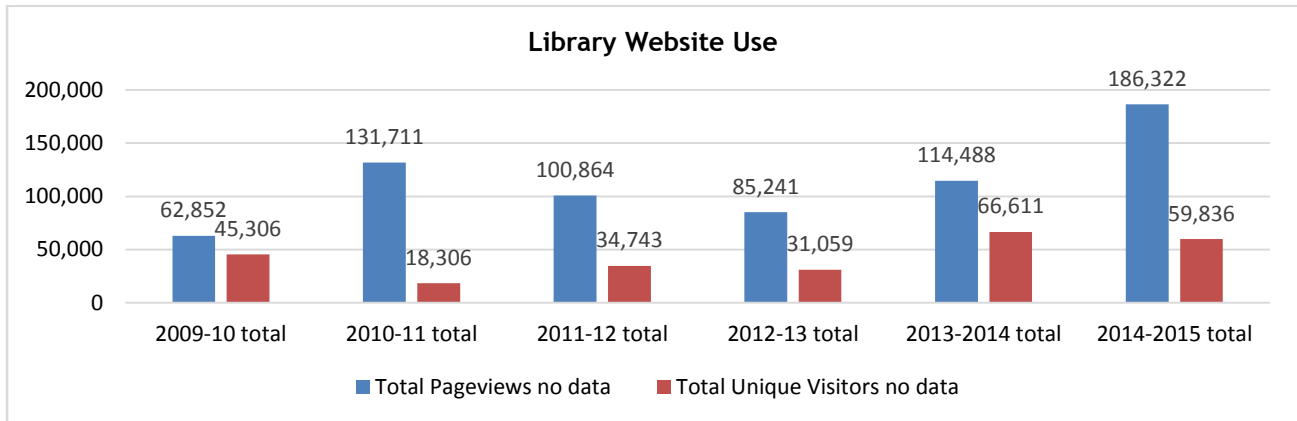
Oxford College
Five Year Totals for Document Delivery



VII. Resources

	2011-2012	Added	Withdrawn	2012-2013	Added	Withdrawn	2013-2014	Added	Withdrawn	2014-2015
Books and Serials Bound Volumes										
Copies (volumes)	87,497	1,718	4,672	84,543	1021	1335	84,229	1306	1431	84,104
Titles	67,174	1,647	3793	65,028	982	188	65,822	1172	753	66,241
Microforms										
Microfilm Reels	0	0	0	0	0	0	0	0	0	0
Other Microform Units	0	0	0	0	0	0	0	0	0	0
Total Microfilm Units (film, other)	0	0	0	0	0	0	0	0	0	0
Microfilm Titles	0	0	0	0	0	0	0	0	0	0
Manuscripts and Archives										
Linear Feet	148	0	0	148	0	0	148	18	0	166
Videocassettes	162	0	0	162	0	0	162	0	0	162
Cartographic Materials										
Physical Units	1	0	0	1	0	0	1	0	0	1
Sound Recordings										
Copies (physical units)	175	0	16	159	0	0	159	0	0	159
Titles	154	0	2	152	0	0	152	0	0	152
Motion Pictures and Video Recordings										
Copies (physical units)	1,784	616	0	2,400	149	47	2,502	71	0	2,573
Titles	1,351	322	0	1,673	108	14	1,767	70	0	1,837
Computer Files										
Copies (physical units)	19	0	1	18	0	0	18	0	0	18
Titles	11	0	1	10	0	0	10	0	0	10

VIII. Electronic Transactions



Top Library Pages 2014-2015		
Rank	Page	Page views
1	Homepage	116,876
2	Citing	9,577
3	Library Materials	7,400
4	Research Learning	4,951
5	Using the Library	4,304
6	Databases	4,125
7	Homepage (users who return to the homepage for another interior page)	3,460
8	Course Reserves	2,757
9	Finding Journal Articles	2,227
10	About	2,116