



**Odum Library**  
**Annual Report**  
**FY 2022**

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**Valdosta State University Archives and Special Collections 2021-2022 Annual Report  
Submitted by Deborah S. Davis, Director**

**General Usage Statistics:**

<b>Year</b>	<b>Number of recorded questions and sign in patrons</b>	<b>Observed reasons for changes</b>
2021-2022	<p><b>1449</b> By far our largest category of users who contacted us with a significant reference question was Community/Unknown, with 203. We tend to use Unknown for those outside the South Georgia area. We had 181 consultations that lasted over 20 minutes, and many for several hours or across days. Most of our student interactions went unrecorded due to lack of sign ins and student assistants not including things on Gimlet. We are training more this year.</p>	<p>This is a 55% increase over last year, and the change represents the pick up of business “post covid”, the number of repeat project classes, and our attempts to revise the numbers to account for the high number of people who do not sign in. We are trying to make signing in a priority this year. We have surpassed our pre-covid numbers, included below.</p>
2020-2021 (July 1-June 30)	<p><b>664</b> (Gimlet and Registry combined) Registry Breakdown: Faculty 16 Staff 7 Students 246 Alumni 4 Other 11 Gimlet Breakdown: 127 consultations over 20 minutes Audience: 97 for community; 86 for Unknown</p>	<p>This is a 3% increase over last year. It is still greatly decreased from 2018-19. Most of the classes we taught were not taught in Archives, and we ceased our Volunteer program for the year, which accounts for a large decrease over 2018-19. We did not resume our full hours until August 2020. Work projects were also phased back. We did have out of town researchers coming for 6 full days this year. Our face to face encounters show a preponderance of students, while our longer Gimlet questions show much</p>

		more community or outside area requests.
2019-2020	<b>643</b>	This represents a 59% decrease over last year, mainly due to being closed for over three months for the corona virus. When we resumed partial hours, we saw almost no in person patrons and very few email requests. Coinciding with the closing was IT closing access to our databases for security and recoding purposes. This is ongoing and will affect our requests for information.
2018-19	<b>1026</b>	This represents a 21% increase over 2017-18. Given that we turned over all our student assistants and our archives assistant this year, this is a very impressive amount of record keeping.

## Outreach:

### 1. Outreach:

- a. History Students Convocation Day Meeting, August 2021
- b. The Happening with free posters created in house and water, August 2021
- c. Parent's Day Art Tours, October, 2021
- d. VSU World Aids Day reception, with Georgia Equality
- e. Black History Month Scavenger Hunt, February 2022
- f. Archives Black History Month Speaker's Series: Breaking News with Gwen Sommers Redwine, Black CNN news anchor from 1980's. February 2022
- g. 5 meetings of Let's Talk About It: Women's Suffrage met in Archives, March - May as part of ALA grant; archives supplied refreshments from foundation fund.
- h. ASC scavenger hunt, April 2022

### 2. Exhibits:

- a. Completed Renovated Area Exhibit on Second floor north; created Rosenberg/Zaccari gallery, Second floor south, July 2021
- b. Tatler Burgess Early Printed Objects Exhibit—Rotating Gallery Fall, 2021
- c. 9-11 Memorial Exhibit, South Lobby, September 2021
- d. Aids at 40, 3-part exhibit including Aids Quilt, South Lobby, Nov-Dec, 2021
- e. Work with Public History class to create Civil Rights exhibit in Display cases, First floor North, December 2021
- f. Lynching of Mary Turner exhibit—in Archives for Spring 2022
- g. African American Studies painting exhibit, items collected by Dr. Shirley Hardin, January 2022, Rotating Gallery, Spring 2022
- h. Georgia and Suffrage: Through A Racial Lens, in-Archives exhibit for Suffrage Grant, March 2022

3. News Activities:

- a. VSU News: “VSU’s Odum Library seeking Muralist for Art Project” 8-23-21
- b. VSU News: “VSU Odum Library Commemorates World AIDS Day with Mixed Media Exhibit” 11-11-21
- c. WALB Interview and Valdosta Daily Times Interview, 12-6, 2021 on World Aids Day
- d. Valdosta Daily Times: “VSU gets first-time AIDS awareness exhibit
- e. Georgia Equality Press Release “About World Aids Day; About the Exhibit” 12-2-21
- f. Valdosta Daily Times: “Remembering the Lost: VSU gets first time aids awareness exhibit” 12-12-2-21
- g. Valdosta Daily Times: “Exhibit: Valdosta State University hosts the ‘Aids at 40: A Retrospection’ exhibit in observance of World Aids Day” 12-19-2021
- h. Valdosta Daily Times: “VSU features former CNN anchor” 2-13-22
- i. Valdosta Daily Times: “VSU wins women’s suffrage program” 3-6-22
- j. COHSS newsletter: “VSU history students and faculty collaborate to create new civil rights exhibit in Odum Library” 5/3/22
- k. Society of American Archivists Blog “Indexing *Equal Rights* magazine. 5-18-22
- l. Society of Georgia Archivists Blog: “VSU Indexing the *Equal Rights* Magazine (by Douglas Carlson) 7-8-22
- m. 27 Earn Digital Archives Specialist Certificates from Society of American Archivists (Doug Carlson) 7-8-22
- n. VSU News Blog: “Odum Library Mural Inspires Growth, Transformation through Knowledge, Art, 7-13-22
- o. Images from VSU Archives & Special Collections posted on monthly theme pages by Society of Georgia Archives on their social media. We are the most often highlighted archives on their social media.

**Teaching:**

**For Credit Classes:**

**Fall 2021, PERS 2299**, Archives/Libraries for Historians: Freshman History cohort class with Professor Melanie Byrd of the History Department, 2-credit hour course, SOI’s 4.08, with 73% responding. 11 students in class. Counts as EL-1 for CHOSS and **QEP endorsed** for Fall 2021

**Spring 2021, MLIS 7710**, Introduction to Archival Theory and Issues, Online, 3-credit hour course, SOI’s 4.1 with 32% response. 24 students in class

**Internships:****Fall 2021:**

Sociology Intern—Tage France: indexing and research

**Spring 2022:**

English Intern—Isabella Schneider: indexing, digitization, and public relations writing

**Summer 2022**

Sociology Intern—Elizabeth Rivera (graduate student intern): indexing, digitization and metadata, exhibit work

Higher Education Intern—Huston Smith (graduate student intern): digital preservation and exhibit creation

History Intern—Kimberly Amy: digitization and metadata, exhibit work

History Intern—Sarah K Davis: indexing, digitization, metadata

**Total Internships 2021-2022: 6**

**Archives Orientations, Classes and Work Projects:****• Fall**

- 3 volunteer orientations, American History Survey—Fitzgerald, 8-18, 8-19-2021
- 1 volunteer orientation, HIS 1011—Byrd, 8-20-2021
- 2 volunteer orientations, American History Survey—Haggard, 8-26-2021
- 3 classes, HIS 4950—Byrd, 8-31—9-14, 2021
- 1 class, Food History—Byrd, 9-3-2021
- 1 class, Babylonian Clay Tablets, HIS 1011—Byrd, 9-8-2021
- 2 classes, ENGL 1102, Honors—LaPlant, (work project for QEP credit) 9-16, 9-23-2021
- 1 class, Public History—Fitzgerald, (Intro to Archives) 9-23-2021
- 1 class Math History, Babylonian Clay Tablets—Kicey, 9-28-2021
- 1 class Music Bibliography—Frost, 10-5-2021
- 10 classes Public History—Fitzgerald, 10-14—12-9, 2021
- 1 Elementary School Tour, 10-18-2021

**• Spring**

- 2 volunteer orientations, HIS 1011—Byrd, 1-14-2021
- 3 volunteer orientations, American History Survey—Fitzgerald, 1-20-2022
- 3 classes HIS 4950—Byrd, 2-7,2-14, 2-21-2022
- 1 class Higher Education History—Workman, 2-8-2022
- 2 classes Babylonian Clay Tablets—Byrd, 2-9-2022
- 1 class, St. John's School 8<sup>th</sup> Grade—Pam Rickman, 2-25-2022
- 1 class, French Revolution—Byrd, 3-22-2022

- 3 classes, Art Tours, Valdosta Middle School—Matt Cribbs (85 students total), 4-12-2022
- 1 class, High School students—Grant Project Group, 6-20-2022

**Total in-Archives classes taught: 44 for 2021-22.** This is a 35% increase over 2020-2021. Our teaching increased with the return of our volunteer orientations, with an extended work project with Public History, several school groups, and an Honor’s English experiential learning project.

An important part of our teaching program is our **Volunteer Extra Credit Program.** This year we brought the program back and **40** students volunteered **399** hours of work in the archives. This is not back up to our pre-covid numbers. Indeed, we had many students come in to sign up who did not need the extra credit, and thus didn’t work any hours. We expect an increase in 2022-2023. **Value in worked hours to the school: \$2892.75**

**Our total teaching program included 2 semester-long classes, 44 in-archives classes, 6 interns, and 40 student volunteers, all taught by the archivist.**

**Digital Usage and Impact**

**This is how people come in to view our collections through finding aids, hosted by the Digital Library of Georgia**

Website	Page Views
Finding Aids for our collections on Archives Space	26,687 (most came in through Google—outside the context of our website)
Archives Website (CMS)	4263
<b>Most Used Finding Aids:</b>	
Copeland Collection	438
Georgia Library Association	288
Southern Patriot	279

New Age Movements, Occultism and Spiritualism Research Library (NAMOSRL)	154
Thaxton Papers	124

**These are statistics of Vtext (our Institutional Repository); where most content is put up by the VSU Archives, as well as our digital online displays, and one of our Indexes with the most views.**

Website	Pageviews
Vtext	43,265
Valdosta Daily Times index (and old finding aids)	4388
Babylonian Clay Tablets exhibit	248
Hudson Collection exhibit	424
South Georgia Folklife online exhibit	22

This shows that people are using our digital content heavily, mostly through Vtext.

### **Digital Library of Georgia Data (DLG): July 1, 2020-July 30, 2021**

This is data from our harvested collections served up by the Digital Library of Georgia. It gives the title of the collection and the number of pageviews. Most of these items are on Vtext and related to Georgia, and thus harvested and served up by DLG. Note the high number of pageviews. Obviously almost as many are coming across our collections via DLG as via VSU's website:

- Digitized Deeds and Plats—321 pageviews
- Deeds and Plats, Georgia Collection—318 pageviews
- 19<sup>th</sup> Century Song Book Collection—156 pageviews
- Local Georgia Militia Roster—152 Pageviews
- Deeds, Camden County, Georgia—137 pageviews
- Demorest Family Magazine—137 pageviews
- South Georgia Folklife Project Photograph Collection Items - 115 pageviews
- Pinecone Literary Magazine—101 pageviews
- Campus Canopy and VSU Spectator Collection Items –39 pageviews



Note that **Deeds and Plats** are by far our most used collections via Digital Library of Georgia (DLG). These were scanned via a DLG subgrant in 2019. Note also the difference between what people are looking at finding aids for and what they find at Digital Library of Georgia. More people are finding content for South Georgia Folklife last year via DLG than our exhibit. The DLG items seem to be used (at least four of the top five) for genealogy, while our finding aids are used mostly for research.

### Social Media

YouTube	430 videos <b>2,011,770 views</b>
Facebook	7069 page reach
Twitter	984 Followers 101 tweets
Instagram	1152 Page Reach
Flickr	<b>4,322,830 views</b> <b>15,206 Photos</b> <b>127 Followers</b>

**Note** the high usage numbers of **Flickr** where we have over **15,000** photographs. This reflects strong usage from the VSU community and beyond. We have had numerous campus offices, from the President’s mural to Athletics, using these pictures. We have had requests from documentary film-makers asking permission to use these photographs.

### Archives Physical and Digital Acquisitions

#### Archival physical (non-digital) Acquisitions

We added **149.5 linear feet (lf)** to our physical collections, an **11% increase** over 2020-2021. The bulk of the acquisition was 63 linear feet of tapes and digitized CD’s covering the late 1990’s through the mid 2000-teens. We also acquired the Hummel collection of Steve Manning, currently on display in the library, 10 lf from the Africana Studies

program, some of which we displayed this year in the Rotating Gallery, the Raymond Cook papers, as well as additions to the SELA and GLA collections, the NAMOSRL collection, John Dunn's collection of material related to military history and Poland. We also added Campus Pride, LGBTQ materials and many others.

### **Special Collections:**

We were able to spend \$3272.34 for Archival paper and books for Special Collections. We bought books from regional presses relating to Georgia, and we purchased rare and out of print materials relating to African American history. Many of the rarer and older items have been digitized. We were able to order 28 books/rare paper items this year, a 100% increase over last year. We had submitted a \$27,000 end of year spending request on African American History, and when that was not funded, we purchased some of the less costly items on the list with our budget. We are able to also add to Special Collections from acquisitions spending through the UDC gift and the Emily Hendree Park gift.

### **Digital Projects and Acquisitions and Digitizing:**

Here is a list of Digital Acquisitions and projects for the year 2021-2022. Note the website harvesting and digitization. Many of these are quite large and cover long periods, sometimes over 20 years:

1. **New Website:** Leona Hudson Collection Website remade.
2. [MaryTurner.org](#). *Website Preservation and access*
3. 1860 Slave Census. *Website preservation and access.*
4. VSU Newsroom, **1998-2021**. *Website preservation and access.*
5. Folklife Oral Histories Project. Approx. 90 digitized tapes made accessible and put into Vtext. *(project ongoing)* HIS 4950 students will be creating transcripts of some of these tapes in 2022-2023
6. Women's Studies Oral History "Dimensions of Personal Politics" digitized
7. Video Collection Digitization. Blazer Football, 77 football games digitized.
8. Athletics Hall of Fame Programs, **1997-2020**.
9. SELA. Southeastern Librarian Journal, **1979-2001**.
10. NAMSORL. +22 records.
11. Vertical File Digitization: 892 photos digitized.
12. Theater and Dance Videos [273 GB]
13. Hawley Letters Collection. 86 electronic records.
- 14. Over 90 VSU Spectator issues Digitized and Processed**

We began a scanning program with **Lowndes County Historical Society** to digitize, create metadata, preserve and make accessible preservation surveys of historic buildings in our surrounding county area. This is the first project of our new **Community archives digitization, access, and preservation initiative**, which we will do administrative planning and creating policies and procedures outlining the program as well as initial contacts with adjacent counties' historical societies in 2022-2023. This is a program that germinated in discussions about the NEH grant between James LaPlant, Deborah Davis,

and Donald Davis of LCHS. It was decided to spin off the program when we realized we had resources to at least start the program in place or able to be acquired soon. Future growth of the program will require additional resources.

### **Electronic Theses and Dissertations:**

This year we added a total of **66 dissertations and theses** to our Vtext system and to our Digital Preservation system (see below) for permanent storage and preservation. We are responsible for adding all dissertation and theses to our Vtext system as the master copy.

## **Archival Preservation:**

### **Physical Preservation**

Our physical preservation actions were of course built into regular processing activities. These include re-boxing, re-folding, encasing in inert polyester sleeves, encapsulating oversized materials and creating phase boxes for rare materials. Since we caught up with our Covid backlog, we did quite a bit of physical preservation.

### **Digital Preservation and Storage:**

We have a total of **37.38 TB** of digital storage, split between AWS (Amazon Cloud Storage) V-Store (where current projects reside) ArchBAK (our three external drives) and our Dark Archives. The 37 TB number does include duplicates. This year 199 Electronic Record Bags (the complete package of digital preservation) were completed as part of our 1580 total bags. We had 15 long-term digitization record requests.

## **Archival Description and Processing:**

This year we caught up with our processing backlog of over 100 linear feet. We processed 108 collections or partial collections, touching or creating 20,000 records. Part of those 20,000 records represent further refinements of our ArchivesSpace, including integrating description from our early extensive finding aids (comprising hundreds of web page descriptions in old access database pages) for such collections as Reade, Joyce, and Daugharty. We have also begun adding digital objects to our finding aids, so patrons can go directly to the information they locate through them. We have a total of 2829 digital resources now embedded in our finding aids. It is difficult to separate out the information from within ArchivesSpace on an annual basis, so these numbers are the best we could do.

## External Funding to and grants from VSU Archives and Special Collections

- Let's Talk About It: Women's Suffrage Grant from ALA, **\$1000**, written with members of Odum Library and the Philosophy department. Five sessions related to books supplied to participants via the grant (about 20 people per section) met in the Archives, with refreshments provided through the archives foundation as a match. Archives participated in grant writing, a display related to the program, making signs, contracting with catering, and hosting.
- Submitted NEH Grant "Digital Humanities and Public History" created with COHSS for **\$150,000**. Archives was a junior partner, creating and negotiating 10 Community Conversations and 5 Folklife displays with 5 public libraries in the South Georgia area. \$2000 of the grant will go to re-making the Folklife exhibit. Grant awards to be announced in December of 2022
- Cash value of work of Archives volunteers in 2021-2021: **\$2892.75**
- Awarded our first \$1000-dollar Bailey Travel Research Grant from the VSU Archives to Camille McCutcheon for SELA research trips. We have discontinued this program in Fall of 2022 because of budget cuts. We hope to be able to re-start this travel grant program in the future.

## **Deborah S. Davis, Director, VSU Archives and Special Collections**

### **Service to the profession and institution:**

#### *Service to the profession nationally and in the State:*

- Academy of Certified Archivists, member, Recertified May 2022.
- Georgia Library Association, member and Archivist. Have worked with officers on questions for materials from GLA Archives and added new materials to collection. Chairman of the Records Committee
- Society of Georgia Archivists, member
- COBEC, Consortium on Belize Educational Cooperation. Serving as Archivist since 2005, Documentarian beginning in fall, 2014-
- GIL Special Collections Committee (USG statewide), 2018-
- DLG (Digital Library of Georgia) Partner

#### *Service to Valdosta State University*

- University-wide Art Committee: responsible for upkeep of current art holdings and selection of future materials. maintain the Art Collection Database, and place art on campus—this committee is stood down, but our tasks from the committee are ongoing.
- Faculty Scholarship Committee, 2021-
- COHSS Executive Committee, 2018-
- COHSS Awards Committee, Chair, 2019-
- QEP Endorsement for PERS 2299; applications for History Volunteer program
- Public History Advisory Committee
- Copeland Museum Board, member, 2021-
- Black History Month Committee
- ALA Accreditation interview for MLIS department—Adjunct teachers

#### *Service to Odum Library*

- Library Art Committee, Chair-2010-Responsible for all art installations in Odum Library: 2021-2022: Oversaw the national mural proposal competition and selection, wrote and negotiated with artists for submission and revision, handled all set-up, contracting and oversight of Mural installation, and handled PR for mural—activities that will continue into 2022-2023. Completed installation of Art in renovated area; completed the Zaccari/Rosenberg display on second floor; Tatler Burgess Collection exhibit in Rotating Gallery in Fall 2021; Africana Studies Art in Rotating Gallery in Spring 2022; worked with intern and Dr. Richard Carter on start of Herbarium exhibit to go up Summer 2022.
- Strategic Planning Committee, member, 2013-
- Web Page Committee, current
- Library Faculty Evaluation Model (FEM) Rubric committee 2021-

## Presentations and Publications and Grants

- Deborah Davis and Ashley Copeland, “Quick Take—Collaboration between Museum and Archives to document African American History,” 30 minute presentation at Georgia Libraries Conference, online, 10-6-2022
- Deborah Davis and Ashley Copeland “Collaboration to Increase the Visibility of African American History” 1 hour presentation at Society of Georgia Archivists Annual Meeting, online, 10-20-2022: <https://www.youtube.com/watch?v=QB34KdNQViQ>
- Emily Rogers, Deborah Davis, Christine James, and Robert Taylor. “Let’s Talk About It: Women’s Suffrage” Grant from ALA, **\$1000**, written with members of Odum Library and the Philosophy department. Five sessions related to books supplied to participants via the grant (about 20 people per section) met in the Archives, with refreshments provided through the archives foundation as a match. Archives participated in grant writing, a display related to the program, making signs, contracting with catering, and hosting.
- James LaPlant, Emma Kostopolus, Sarah Fitzgerald, and Deborah Davis submitted NEH Grant “Digital Humanities and Public History in the Wiregrass” created with COHSS for **\$150,000**. Archives was a junior partner, creating and negotiating 10 Community Conversations and 5 Folklife displays with 5 public libraries in the South Georgia area, and with finding a professor for digital preservation class. \$2000 of the grant will go to re-making the Folklife exhibit. Grant awards to be announced in December of 2022
- See section above for Gallery Displays.

## Training and Meetings:

Online Webinars, Trainings, and Conferences:

- Using Social Media to Promote Archives 9-23-2021
- Georgia Libraries Conference, online (Oct. 6-7, 2021)
- Society of Georgia Archivists Annual Meeting, online (Oct. 20-22, 2021)
- A Talk on the Blau Atlas, 2-24-2022—we have copies from this atlas in our Tatler Burgess Collection
- Primo VE prep (changes to cataloging 856 fields and links to finding aids), 3-2-2022

## Awards:

- History Department, Recognition of Superior and Outstanding Service, April 2022
- Valdosta Black Heritage Group Honoree, Keepers of the Word, July 30, 2022

## Douglas Carlson—Archives Technical Assistant

### Certification

Completed SAA Digital Archives Specialist (DAS) Certification, June 2022

This is a professional archivist certification based on nine classes and a comprehensive examination. The content area is the management of digital archives and digital preservation.

### Presentations and Publications

1. Society of Georgia Archivists (statewide) Blog publication: *Indexing Equal Rights*, May 2022
2. Society of American Archivists (national) Blog publication: *Indexing Equal Rights*, June 2022

### Classes, webinars, conferences

1. Digital Library Georgia Town hall July 2021
2. SAA New Archives Professional Workshop July 2021
3. SAA College/University Archives Workshop July 2021
4. Webinar – Engaging Student Employees October 2021
5. VSU MLIS Accreditation with ALA October 2021
6. SOGA Copyright Workshop October 2021
7. Workshop: Practical Steps for Reparative Description October 2021
8. SOGA Virtual Annual Meeting October 2021
9. SAA DAS: Introduction to Processing Digital Records and Manuscripts November 2021
10. Workshop: Implementation and Leveraging Microsoft 365 to manage January 2022
11. Using ArchivesSpace to create EAC-CPF records (Lyrisis) February 2022
12. Community-wide Assessments training(Lyrisis) February 2022
13. Primo VE Day: Identifying 856 fields and enhancing OCLC February 2022
14. Workshop: Building the Digital for the Disabled March 2022
15. SAA DAS class: Preservation Formats in the Context of PDF April 2022
16. SAA DAS class: Introduction to Email Preservation April 2022
17. Workshop: Working with Digital Vendors May 2022
18. SAA DAS class: Digital Records: The Next Step May 2022
19. SAA DAS class Introduction to Processing Digital Records and Manuscripts May 2022
20. SAA Publications and American Archivist Peer Review Forum May 2022
21. SOGA workshop: Reparative Cataloging and Processing June 2022

(SAA is Society of American Archivists; SGA is Society of Georgia Archivists)

### **State, Regional, National Activities**

1. Society of Georgia Archivists Scholarship Committee
2. Society of Georgia Archivists Convention Arrangement Committee
3. GIL (statewide—University System of Georgia) Archives/Special Collections Committee
4. Society of American Archivists Student and New Professionals Section Roundtable
5. Society of American Archivists College and Universities Section Roundtable

### **Campus Activities, Committees/Organizational participation**

1. Odum Library Marketing Committee
2. Odum Library Art Committee
3. Valdosta Campus Pride
4. Destress Fest
5. The Happening

### **Professional Memberships**

1. Society of Georgia Archivists
2. Society of American Archivists
3. Georgia Library Association
4. American Library Association

### **Awards**

“I Caught You Caring” recipient:

- June 2021
- Sept 2021
- December 2021
- Feb 2022
- April 2022
- 2 for May 2022
- July 2022

### **Job Activities**

1. Continued to enhance Archives Space by adding images, documents, indices and links as digital objects.
2. Tracked volunteer hours, workflow, activities and quality of work.
3. Tracked and updated VDT, Campus Canopy and Equal Rights Magazine indices and spreadsheets.
4. Supervised GA and student assistants including training, activities, scheduling, payroll.
5. Assisted with events and displays (Women’s Suffrage, Hummel Exhibit, Africana Paintings).



## Dallas Suttles—Computer Services Associate

### Large Digital Projects and Acquisitions

1. **New Website:** Leona Hudson Collection Website remade.
2. [MaryTurner.org](#). *Website Preservation*
3. 1860 Slave Census. *Website preservation.*
4. VSU Newsroom, 1998-2021. *Website preservation.*
5. Folklife Oral Histories Project. Approx. 90 digitized tapes. *(Incomplete)*
6. Women's Studies Oral History "Dimensions of Personal Politics..." 28 interviews digitized.
7. Video Collection Digitization. Blazer Football, 77 football games digitized.
8. Athletics Hall of Fame Programs, 1997-2020.
9. SELA. Southeastern Librarian Journal, 1979-2001.
10. NAMSORL. +22 records.
11. Vertical File Digitization: 892 photos digitized.
12. Theater and Dance Videos [273 GB]
13. Hawley Letters Collection. 86 electronic records.
14. +66 ETD's (electronic theses and dissertations)
15. **+90 VSU Spectator Digitized and Processed**

### Conferences, Committees & Webinars

- Society of American Archivists Digital Archives Specialist Certification (DAS): Introduction to Processing Digital Records
- Society of American Archivists Digital Archives Specialist Certification (DAS): Privacy and Confidentiality
- Odum Library Art Committee
- Library Web Committee
- Society of Georgia Archivists Conference 2021
- DLG Webinar

### Awards:

“I Caught You Caring Awards”

- May 2022 and
- May 2022

## **UNIT: Collection and Resource Services**

Fiscal year 2022 saw changes in staffing in the Unit. In December both Alice Smoot and Michele Moye had their positions reclassified to LTA. In June, there was a larger re-organization. Robert Taylor has been re-assigned to do more cataloging work. Robert retains responsibility for gifts, but all other acquisitions responsibilities were given to Ken Smith. Michele Moye's responsibilities in cataloging were reduced. She retains government document processing but 75% of her time is now in support of acquisitions or collection development. With the passing of acquisitions to Ken Smith, he has taken supervisory responsibility for the two LTA's Michele Moye and Josh Wallace.

### **Acquisitions**

*Submitted by Robert Taylor*

- The Acquisitions Unit purchased 1,877 monographic items at a price of \$81,112.65. The monographic count is comparable to last year (1,831).
- The Acquisitions Unit purchased 725 serial items at a price of \$884,149.41.

### **Gifts**

- 1,502 gift items were received in FY 2022.
- The most significant gift of the year came from William Loughry who donated 566 books.

### **Repairs, Binding & Replacements**

The pattern of these binding activity is changing in the Library. Changes with vendor pickup and delivery disrupted the previous workflow. The number of theses sent for binding is down this year.

- The Acquisitions Unit repaired 162 books in-house (FY21: 382; FY20: 100; FY19: 150).
- 87 monographs/books were bound (FY21: 168; FY20: 323; FY19: 400)
- 101 bound periodicals were added (FY21: 196; FY20: 123; FY19: 198).
- 64 theses were bound (FY21: 144; FY20: 102; FY19: 114).

## Cataloging

*Submitted by Guy Frost*

### STATISTICS (OCLC)

	Original		Enhancements		Imports		OCLC Adds		OCLC Deletes	
	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022
Guy Frost	241	368	3,168	2,173	2614	1,576	2017	865	44	59
Robert Taylor	1	0	1244	938	976	243	1239	984	5	6
Michele Moye*	0	58	24	133	1400	307	1735	381	+1492	832
Harikleia Sirmans	12	5	1770	1,746	70	74	1002	1065	5	0
Jessica Lee	0	1	1	8	4	69	10	84	1	35
Alice Smoot	0	0	0	0	37	7	12	9	11	19
Ken Smith	0	0	0	0	1334	532	11	10	3321	589
Students	0	0	543	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>254</b>	<b>432</b>	<b>6,750</b>	<b>4,998</b>	<b>6,450</b>	<b>4,588</b>	<b>6,026</b>	<b>3,398</b>	<b>4,879</b>	<b>1,540</b>

+Excludes uncataloged physical items not in Alma or OCLC discarded by Moye

\*Note, Sirmans and Frost work chiefly in OCLC while Moye works chiefly in Alma

### STATISTICS (ALMA)

	+Items Added	Items Modified	Items Deleted	Portfolios Created
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	2020	2021	2020	2021	2020	2021	2020	2021
Guy Frost	562	870	2,554	1,338	17	46	100	68
							*687	*179
Robert Taylor	18	51	483	104	31	70	0	0
Michele Moye	1,979	4,129	9,158	8,155	653	831	0	62
Harikleia Sirmans	33	20	82	45	4	8	0	0
Jessica Lee	19	45	3,402	981	1	111	92	195
Alice Smoot	2,403	3,031	2,530	5,753	662	2,462	0	1
Ken Smith	40	28	1,783	133	262	113	145	0
Josh Wallace	530	377	3,255	734	915	584	0	0
Acquisition Import	0	1,696	7,100	0	120	0	0	0
System	0	509	0	0	5,175	3,018	0	0
<b>TOTALS</b>	<b>20,123</b>	<b>11,966</b>	<b>39,724</b>	<b>19,235</b>	<b>4,479</b>	<b>7,263</b>	<b>1074</b>	<b>505</b>

+Note: All Alma statistics are questionable and may not be a good measure of work activities. Alma Analytics simply lacks the robustness of Voyager.

\*Total number of Portfolios created directly in the Network Zone for the Georgia Historic Newspaper project; all URLs are populated to the entire USG library catalogs

## PROGRAM FOR COOPERATIVE CATALOGING

SACO (LCSH, LCGFT, LCC)

## FROST

- 3 new subjects approved; 1 submitted on behalf of GPLS
- 2 new LCDGT headings approved

## NACO (Valdosta and Georgia Funnel)

### FROST

- 240 authorities created; 123 authorities revised

### SIRMANS

- 87 authorities created; 1427 authorities revised

### MOYE

- 5 authorities created; 4 authorities revised

### TAYLOR

- 3- authorities created; 1 authority revised

## GEORGIA NACO FUNNEL

- Total 2172 headings Created or Updated
  - o 538 Original
  - o 1634 Updated

### VSU PORTION

- Total of 1887 headings created or Updated
  - o 337 Original (63%); up 6% from previous year
  - o 1550 Updated (95%); same as previous year

## PERSONNEL CHANGES

Michele Moyer resigned her position as Library Assistant (LA) effective December 10, 2021. Ms. Moyer was rehired as a Library Technical Assistant (LTA) with a start date of December 12, 2021.

Robert Taylor was assigned to Cataloging permanently beginning June 1, 2022 bringing the total professionals 2 FTE faculty.

## PERSONNEL ACTIVITIES

### FROST

#### TEACHING

- MUSC 7050, Music Research & Bibliography (Fall)
- MLIS 7010, Introduction to Metadata for Catalogers (Spring)

#### STUDENT SUCCESS ACTIVITIES

- “Southern Spirituality” Documentary directed by Jordan Stewart for MDIA4963, Documentary Workshop. Frost was one of four people interviewed and also allowed the promotion of the NAMOSRL Collection

#### PRESENTATIONS

- “Inspiration in Preserving Contemporary Pagan History”, 18th Conference on Current Pagan Studies, Claremont Graduate University, Claremont, California, January 16, 2022 (Online)
- “NAMOSRL at VSU: A Pagan Archive in the Deep South”, NAMOSRL Lecture Series, February 11, 2022 (Online)

#### WORKSHOPS, TRAINING, ETC.

- “RDA Application Profiles: A Practical Guide for the Perplexed”, October 28, 2021 (Online)
- “Magic and the Sense of Place”, July 14-16, 2022, Keble College and University of Oxford (Online)

- “The Virtual Symposium on Pang Thought & Practice—Dying and Death, Pagans Engaging End of Life Issues”, July 23, 2022 (Online)

#### SERVICE (UNIVERSITY)

- Chair. Library Promotion and Tenure Committee
- Liaison. International Studies
- Liaison. Music Department
- Advisor. Gender and Sexualities Alliance

#### SERVICE (SYSTEM)

- Member: GIL Cataloging Committee
  - o Representative: GIL RFI Committee; Evaluator for the RFP
- RDA Toolkit Administrator

#### PROFESSIONAL

- Member. Program for Cooperative Cataloging (PCC)
- Member. Subject Authority Cooperative (SACO)
- Member. Name Authority Cooperative (NACO)
- Coordinator. Georgia NACO Funnel

#### MOYE

##### WORKSHOPS, SEMINARS, TRAINING, ETC

- VSU Employee Training and Organizational Development (one to two times a month)
- Dine & Discover (once a month) (currently online only)
- Koru (Wed. at 4:00 pm in Sept. 2022)
- USG Wellness (usually once a month) (currently online only)

#### SERVICE (COLLEGE)

- Odum Library Professional Development Committee, February 2020-

#### SIRMANS

##### WEBINARS:

- Microsoft Excel Series
- Changing Relationships: You and Your Aging Parents

- Reopening Archives, Libraries and Museums: Caring for Your Resources During COVID-19
- Bookbinding workshop by Craft Addicts
- Effective Communication in stages of Alzheimer's and Dementia
- How to Publish to Advance Your Career Goals
- Transparent Language Online for Libraries

#### CATALOGIN PROJECTS:

- On-going project: Studying a course on Library of Congress Classification and writing guidelines on call number creation for our department.
- I created 10 original authority records of Georgia towns for the GIL Project.
- I learned how to create an original bibliographic record for a serial (Widdershins).

#### PUBLICATIONS (Online):

- “Bound in Stitches: A Brief Guide to Common Bookbinding Stitches”  
(<https://greciannneedle.com/my-articles/bound-in-stitches-a-brief-guide-to-common-bookbinding-stitches/>)
- “Buried Treasures: The Significance of Wool Artifacts in the Pazyryk Tribe”  
(<https://medium.com/new-writers-welcome/buried-treasures-the-significance-of-wool-artifacts-in-the-pazyryk-tribe-b17961fcc30d>)
- “Volunteers Wanted: Sewing Tote Bags for The Lydia Project Cancer Clients”  
(<https://medium.com/new-writers-welcome/volunteers-wanted-800c487b55b>)
- “Amelia Earhart’s Fashion Runway: A passionate aviator’s fashion line”  
(<https://medium.com/new-writers-welcome/amelia-earharts-fashion-runway-29ab8a7c0d01>)
- “Eva Palmer Sikelianos and her loom: Weaving the Ancient Greek Dress”  
(<https://medium.com/new-writers-welcome/eva-palmer-sikelianos-and-her-loom-4fdf4b15449>)
- “How sheep changed human culture: A summary of Sally Coulthard’s book *Follow the Flock*” ([https://medium.com/@hgeorgiou\\_22876/how-sheep-changed-human-culture-57eaa4a3da46](https://medium.com/@hgeorgiou_22876/how-sheep-changed-human-culture-57eaa4a3da46))

#### BOOK CLUBS

- Participated in the 8-week long Red Stone Glen Fiber Arts Center Virtual Book Club. We read and discussed the books a) *Follow the Flock: How Sheep Shaped Human Civilization* by Sally Coulthard; and b) *Jacquard’s Web: How a Hand Loom Led to the Birth of the Information Age* by James Essinger.

#### MEMBERSHIPS:

- American Institute for Conservation (AIC)
- Ancient Origins (peer-reviewed academic articles on science, archaeology, religion, and history).



- Women's National Book Association (WNBA).
- Annie's Creative Studio (video tutorials on sewing, quilting, crocheting, and needlework).
- The Medium (digital publishing platform where writers and readers share their stories).

#### VOLUNTEER WORK AND DONATIONS:

- On-going project: Translating (English to Greek) the Book and Paper Group Glossary of Terms ([https://www.conservation-wiki.com/wiki/BPG\\_Glossary\\_of\\_Terms](https://www.conservation-wiki.com/wiki/BPG_Glossary_of_Terms)) in collaboration with Dr. Zoe Gkinni, Conservationist at the National Library of Greece. The BPG is a Wiki of the American Institute for Conservation.
- On-going project: Designing, tent-stitching, and upholstering five long kneeling cushions for the altar of the Wright's Chapel United Methodist Church in Echols County.
- 2022 Great Group Reads Selection Committee for WNBA. I read and evaluated 31 Advanced Reader's books. Then I chose 10 books that generate great discussions for book clubs.
- Sewing services for the handicapped, a police officer, Lighthouse Baptist Church, and several individuals.
- I repaired the library's heavy-duty Singer sewing machine, cleaned it. and oiled it.

#### AWARDS

- Grecian Needle 2022 Best of Valdosta Award

## **Collection Development**

*Submitted by Ken Smith*

### Serial Cancellations

For fiscal year 2022, the materials budget was flat. Given significant decreases in the budget the previous two years, there was still strong interest in cancelling underperforming databases and journals. This year 66 serials were cancelled, reducing Library obligations by \$38,614.55. A list of databases cancelled in 2022 is below.

CLCD- Children's Literature Comprehensive Database

HAPI- Health and Psychosocial Instruments

### Monographic Selection

Collection Development selects for a number Library General Funds. In 2022, 1,387 titles were selected with a total expenditure of \$48,181.96. A breakdown of counts and expenditures is below.

#### Library General Funds

Fund	Count FY 22	Count FY 21	Expenditure FY 22	Expenditure FY 21
Hambrick	202	183	\$7,265.83	\$6,345.03
LB CD	996	664	\$36,158.76	\$23,850.35
LB GEN	107	166	\$3,408.05	\$17,270.14
Library Revenue	66	8	\$698.82	\$2,719.14
United Daughters	16	14	\$650.50	\$796.37

### Weeding

Overall, Collection Development reviewed and deaccessioned 1,473 monographic items in FY 22. This figure does not include the withdrawal of monographs in government document locations (or bound serials counts).

### DDA Program

To support the Online College for Career Advancement a DDA programs was started with GOBI. A profile was set up indicating which books we would be interested in. The subjects selected included management, criminal justice administration, as well as other subjects being taught by the Online College.

All books are provided by Proquest. De-duping is provided by GOBI, furthermore purchases are not generated if a title is part of our subscription Ebook Central collection. The DDA program makes available an additional 12,000 relevant titles to students of the Online College. The DDA program was turned on in mid-December and ran until departmental spending ended on April 30<sup>th</sup>. In FY 22, 33 titles were purchased at a cost of \$3,250.38.

## Electronic Resources & Serials

*Submitted by Jessica Lee*

### Alma Statistics

Portfolios:

Created: 195  
 Activated: 26  
 Modified: 43

Collections:

Created: 10  
 Modified: 14

Vendor Interface Creation: 3

### OCLC Statistics

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1		Jun-22	May-22	Apr-22	Mar-22	Feb-22	Jan-22	Dec-21	Nov-21	Oct-21	Sep-21	Aug-21	Jul-21	Total
2	Update Existing WorldCat Records	0	0	0	0	1	0	0	1	3	34	1	44	84
3	Update New WorldCat Records	0	0	0	0	0	0	0	0	0	1	0	0	1
4	WorldCat Replaces	0	0	0	0	0	0	0	0	1	2	0	5	8
5	WorldCat Exports	0	0	0	0	2	0	0	0	2	32	1	32	69
6	Delete Holdings	11	3	0	0	0	0	0	2	6	2	0	11	35
7														

### Usage Data

In fiscal year 2022, we found that many more vendors made the switch from COUNTER 4 data to COUNTER 5 data. There may still be a very lingering vendors who still provide COUNTER 4 data.

- ‘Total\_Item\_Requests’: the total number of times the full text of a content item was downloaded or viewed.
- ‘Unique\_Item\_Requests’: the number of unique content items (e.g. chapters) requested by a user.

[Information from COUNTER 5 Guide.](#)

The data below is a comparison between the FY20, FY21, and FY22

**J1 Report COUNTER 5**

<b>Publisher</b>	<b>Total Item Requests FY20</b>	<b>Unique Item Requests FY20</b>	<b>Total Item Requests FY21</b>	<b>Unique Item Requests FY21</b>	<b>Total Item Requests FY22</b>	<b>Unique Item Requests FY22</b>
ACM	356	289	170	163	180	175
Allen Press	333	296	25	21	NA	NA
American Chemical Society(ACS)	2599	2188	2601	2106	2206	1829
American Institute of Physics	71	63	149	129	171	150
American Mathematical Society	4	4	14	14	25	25

American Physiological Society	110	91	117	97	158	118
American Physical Society	89	83	247	242	223	226

Annual Reviews	362	293	176	149	112	97
BioOne	308	224	270	205	262	166
Cambridge University Press	153	129	259	184	342	228
CQ Researcher*	1074	1610	686	860	438	568
DeGruyter	NA	NA	NA	NA	31	26
Duke University Press	60	56	46	28	94	82
EBSCO	219463	165479	204489	154502	193293	146697
Edinburgh University Press	1	1	8	7	NA	NA
Emerald	132	118	163	147	303	195
Highwire	929	759	1060	898	453	391
IEEE			13	8		
INFORMS	32	3	15	13	19	17

JSTOR	35080	40533	46435	35526	49078	37600
Liverpool University Press	Unable to access usage data		3	1	0	0
MIT Press Journals	18	18	24	22	50	40
Nature	716	664	1121	961	1446	1225
NRC Research Press	13	6			29	26
OVID	2037	1438	2135	1476	2109	1569

Oxford University Press Journals	1981	1465	1940	1412	2221	1626
Project Muse	2595	1932	1379	1025	2421	2058
ProQuest	27747	19821	23529	16141	22592	15911
Royal Society of Chemistry	80	67	86	63	68	62
Sage	10201	7902	12749	9451	15119	11455
ScienceDirect	10005	6803	10034	7188	7583	5110

SIAM (Society for Industrial and Applied Mathematics)	5	5	3	3	2	2
SpringerLink	4078	3068	5364	4201	8933	6814
Taylor & Francis Journals	5819	4545	6301	4785	8354	6181
Thieme Journals	42	34	139	97	84	68
University of Chicago Press	89	72	942	788	1856	1599
Wiley	8582	6917	9839	7981	12036	8855
<b>Total</b>	<b>336386</b>	<b>268055</b>	<b>332531</b>	<b>250894</b>	<b>332291</b>	<b>251174</b>

\*Not a J1 report, report on articles

**M1 COUNTER 5**

<b>Publisher</b>	<b>Views FY20</b>	<b>Views FY21</b>	<b>Views FY22</b>
Films on Demand	1905	5470	3228

AVON (Academic Video Online)	962	535	593
<b>Total</b>	<b>2867</b>	<b>6005</b>	<b>3821</b>

**B1 COUNTER 5 FY20**

<b>Publisher</b>	<b>Total Item Requests FY20</b>	<b>Unique Item Requests FY20</b>	<b>Total Item Requests FY21</b>	<b>Unique Item Requests FY21</b>	<b>Total Item Requests FY22</b>	<b>Unique Item Requests FY22</b>
EBSCO	27221	20422	37526	28207	23577	18160
Taylor & Francis EBooks	5	5	7	7	1	1
EBook Central	19012	14912	9898	6147	36909	7144
ProQuest	5201	356	1961	272	2878	207
Oxford University Press Scholarship Online	417	319	256	210	426	269
American National Biography	53	12	44	26	9	5
Encyclopedia of Social Work	13	9	10	9	11	10
Grove Art Online	164	97	163	100	103	38

Grove Music Online	97	66	80	53	213	106
Oxford Dictionary of National Biography	1	1	1	1	4	3
Oxford English Dictionary	983	324	932	312	1929	673
Gale Books	471	233	655	240	4630	92
<b>Total</b>	<b>48437</b>	<b>36400</b>	<b>51533</b>	<b>35603</b>	<b>70690</b>	<b>26708</b>

### Print Journal Inventory

In late FY22, the Collection and Resource Services staff were asked to complete 6-8 hours on the journal inventory. The project is still ongoing. The student worker for Electronic Resource now works 15 hours a week on the inventory.

### OpenAthens

In August 2021, the Information Technology (IT) department changed the Banner profile for OpenAthens. The change would result that in order to have access to electronic library content, students must be currently enrolled in a class. Previously, patrons were not purged in any sort of timely manner. With other profile changes, all retirees also lost access. Emeritus faculty are provided unique personal accounts through OpenAthens if they wish to continue with their Valdosta State University associated research.

### Tickets for resolving issues for electronic resources and access

In FY22, I submitted 32 tickets to GALILEO/GIL, 9 to Ex Libris, 4 to EBSCO regarding subscription issues and product issues, and 22 to various vendors/publishers for access and usage data related issues. This is a total of 67 tickets in FY22. Whenever an issue arising, submitting tickets to resolve issues is the highest priority.





# UNIT: NEW MEDIA CENTER

Submitted by Kyle Culpepper

Activity Type	July 2021	Fall 2021	Spring 2022	June 2022	Sum
<b>Printing (8.5x11) (sheets)</b>	70	4,886	4,309	119	9,384
<b>Poster (22x34) (Ea.)</b>	3	102	324	6	435
<b>Poster Other Size (Ea.)</b>	29	408	420	13	870
<b>Dub (DVD or CDs Burned)</b>	-	149	131	0	280
<b>AV Capture/Editing (Hours Spent)</b>	-	10	128	8	146
<b>Binding (Ea.)</b>	1	141	123	1	266
<b>Scanning (Ea.)</b>	-	2	1,884	0	1,886
<b>3D Print (Grams)</b>	-	392	32	800	1,224
<b>Lamination (Ft)</b>	191	1,165	700	61	2,117
<b>Equipment Circulation (Ea.)</b>	19 Renewals	544 Renewals	702 Renewals	90 Renewals	1,355 Renewals
	83 Loans	1,434 Loans	1,580 Loans	199 Loans	3,296 Loans
<b>Faxing Impressions (Ea.)</b>	-	-	-	-	560

## NMC Traffic Flow

The NMC hours did not change from the prior year.

### FY 2022 Hours

**Monday – Thursday: (8 AM – 5:30 PM) | Friday: (8 AM – 3 PM)**

Measure	July 2021	Fall 2021	Spring 2022	FY 22
<b>Total</b>	1,188	9,425	11,998	22,611
<b>Daily Average</b> <small>Weekday hrs.</small>	62.53	101.22	115.31	-

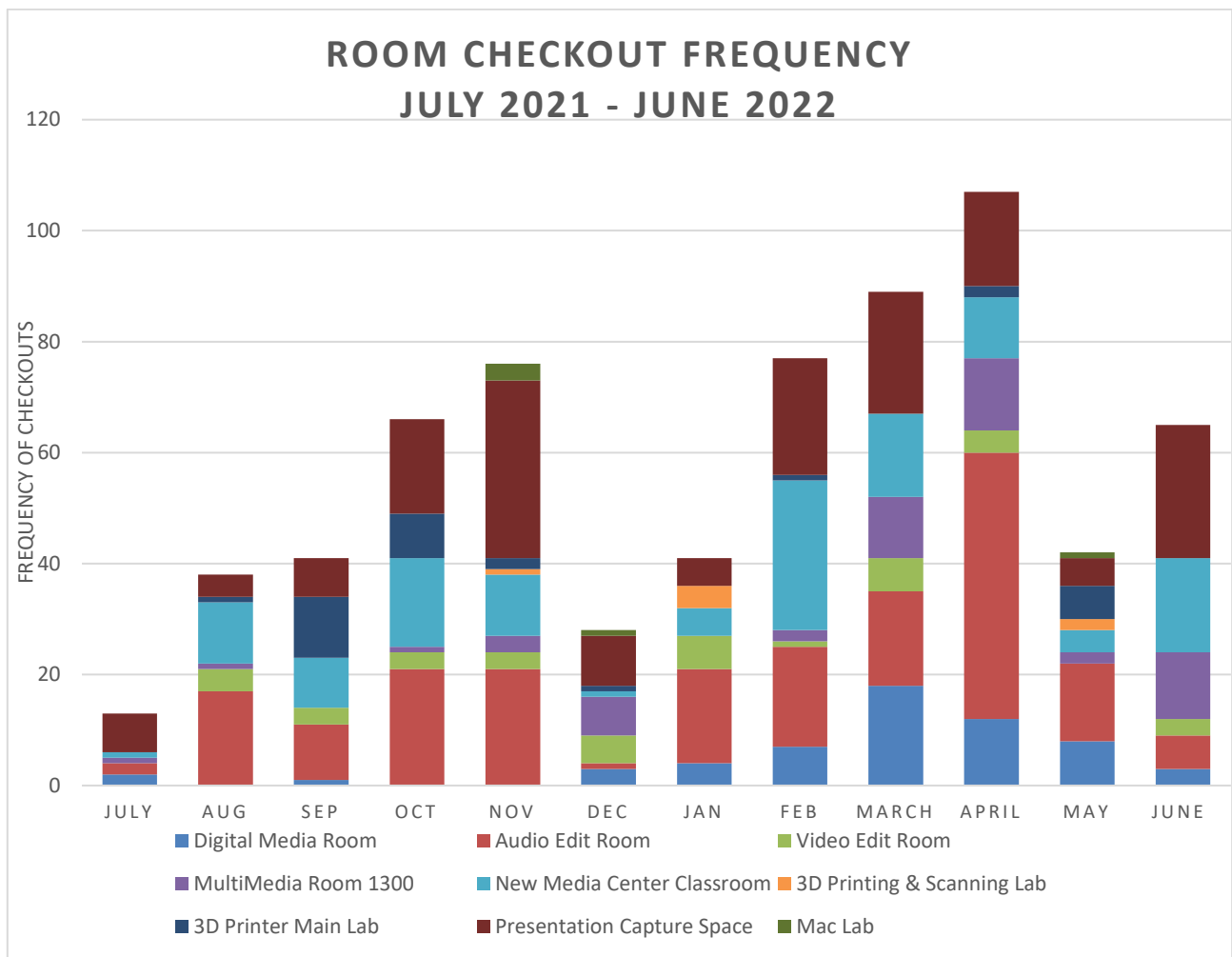
## Room Utilization

The NMC has nine spaces available for reservation by Student, Staff, and Faculty, which is being tracked through a room calendar system. We manage 73 lab machines, 5 editing suites and 8 staff computers. The list below is reflective of our computers per location as of July 1, 2022.

<b>Student Lab Spaces (77 Computers)</b>	<b>Student Editing Suites (5 Computers)</b>
<b>Front lab 1240 - Updated Oct. 2021</b> 13 – Dell OptiPlex 7490 AIO 2 - Dell OptiPlex 7490 AIO (3D Print Space)	<b>3D Print/Scan Lab 1360 - Updated Nov. 2021</b> 1- HP Elite Desk 800 G1 SFF (Small Form Factor)
<b>MultiMedia 1300 - Updated Oct. 2021</b> 15 - Dell OptiPlex 7490 AIO	<b>Presentation Capture Space 1250 - Updated Fall 2018</b> 1 - HP Z440 Tower (Fall 2018)
<b>NMC Classroom 1370 - Updated Oct. 2021</b> 24 - Dell OptiPlex 7490 AIO 1 – Dell OptiPlex 7490 AIO (Instructor Station)	<b>Video Edit Room 1310 - Updated Fall 2018</b> 1 - HP Z440 Tower (Fall 2018)
<b>Mac Lab 1350 - Updated July 2021</b> 13 – Mac Mini 9, 1 with M1 chip	<b>Digital Media Room 1280 - Updated Fall 2018</b> 1 - HP Z440 Tower (Fall 2018)
<b>Periodical Room – Updated June 2022</b> 4 – Dell OptiPlex 7490 AIO	<b>Audio Edit Room 1290 - Updated Spring 2019</b> 1 - HP Z240 SFF (Spring 2019)

The NMC has had over 1,366 hours of use for all nine spaces reserved, which is a 33.40 % increase from FY 2021. Our most popular space (192 reservations) is our Audio Edit Room followed closely by our Presentation Capture Space (170 reservations) and NMC Classroom (128 reservations).

Overall, the traffic in the NMC has seen a steady increase as the University moves to a more face-face modality for course delivery.



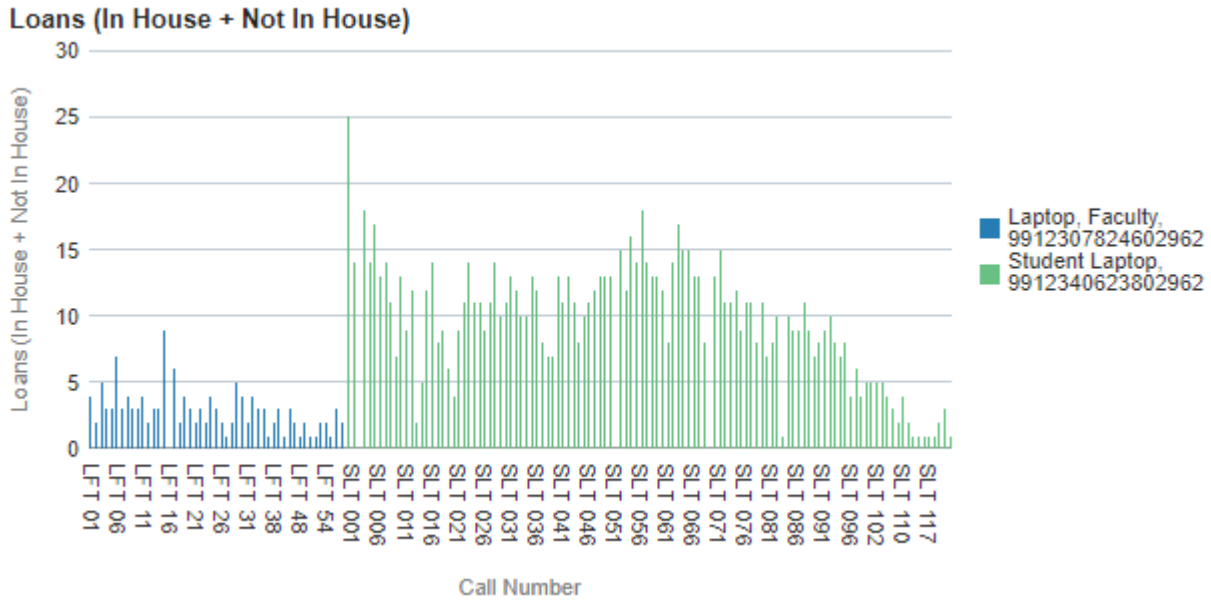
## Equipment Circulation

The overall equipment circulation counts from July 1, 2020, to June 30, 2021, is 3,296 loans and 1,355 renewals. We have gone through the process of surplus 52 items from inventory in Summer 2021. No significant changes were made to the workflow of our loan and return process. We kept the 1-week quarantine period for equipment returned to us. We found this allowed for issues like students leaving personal items in our laptop bags like jump drives or ID cards to be handled before going out to the next person. We have increased our inventory count for DSLR cameras from 16 to 21 in late August 2021. We also transferred from the Student Laptop pool 30 laptops to be used as Cart Laptops in June 2021. This brought the Student Laptop pool from 138 laptops down to 108. We did this because we found a growing need from areas around campus seeking out a pool of laptops to deploy for classroom or open lab setups. We also have found that we have used approximately 70% of the 108 student laptops during peak need during Fall and Spring semester. At the time of reporting this we had 25 instances of needing to send in a repair

request with HP for laptops returned damaged this year. We have also had 8 instances where either a charger was not returned, or items returned were beyond repair and required full replacement. Having warranty coverage would have saved us approximately \$22,500 if replacement of the equipment were required. At this time, we have had 2 items not returned for this fiscal year. These items are a pair of headphones due back on April 27, 2022, valued at \$20 and a student laptop due back on March 10, 2022, valued at \$1,200. At the start of Fall 2021, we were informed that any holds on student accounts for lost equipment would be covered for the period that the University went into lock down through the end of Spring 2021. The amount of loss that HERF recovered was \$6,248.60 for the New Media Center to utilize. This amount went into the revenue account string for expenditure tracking purposes.

### Laptop Circulation

<b>Equipment Type</b>	<b>July 2021</b> <small>Total Loans, (% Change)</small>	<b>Fall 2021</b> <small>Total Loans, (% Change)</small>	<b>Spring 2022</b> <small>Total Loans, (% Change)</small>	<b>June 2022</b> <small>Total Loans, (% Change)</small>
Laptops Loan Frequency	41 Loans (+192.86%)	588 Loans (+6.33%)	598 Loans (-8.56%)	68 Loans (+117%)
Laptops Sum of Days on Loan	842 Days Loaned (+9.49%)	7,447 Days Loaned (-37.46%)	8,138 Days Loaned (-7.67%)	605 Days Loaned (-45.76%)



The chart above shows the frequency of laptop loans based on the specific laptop model over the course of FY 2022. It is important to note that Student Laptops 001 through 085 are the preferred models. The Student Laptop pool for SLT 086-138 are the HP 255 models, which don't perform as well as the other devices and thus not requested as often, if at all. Also, it would be important to note that the data for SLT 109 – 138 are only valid up to the end of June 2021, which is when we re-allocated this grouping of laptops to the Cart Laptop pool.

Loans (In House + Not in House)	
User Group	2021 (January 1 – December 31)
Consortial Student SGSCEP	6
Employee, VSU	172
Faculty, Comm Arts	4
Faculty, Current	163
Graduate, Student	187
Staff, Current	148
Undergrad, Dual	19
Undergraduate, Comm Arts	351
Undergraduate, Student	1,960
<b>Grand Total</b>	<b>3,010</b>

## Workshops

The NMC offered both special request (19 classes) and scheduled workshops (16 classes) for VSU, targeting primarily student patrons (196 registered). In sum the NMC provided 39 workshops with a total of 156 students who have attended.

<b>Instructor</b>	<b>Summer 2021</b>	<b>Fall 2021</b>	<b>Spring 2022</b>	<b>Summer 2022</b>	<b>Total Taught</b>
Jeremy	6	14	8	4	<b>32</b>
Kyle	1	4	4	2	<b>11</b>

<i>Workshop</i>	<i>Total Workshop Counts</i>	<i>Total Attendees</i>
<i>Audacity</i>	1	1
<i>Audition</i>	5	11
<i>Google Sketchup</i>	1	17
<i>Orientation Workshop</i>	9	150
<i>Poster Creation</i>	7	24
<i>Photoshop</i>	9	17
<i>Premiere</i>	10	22
<i>Podcast 101</i>	1	8
<b>TOTAL</b>	<b>44</b>	<b>250</b>

## **NMC Expenses from Non-Revenue Supply Account:**

- Starting Balance for Operating Supplies & Expenses (714100) - \$8,641.32

### **Equipment Circulation Expenses: (\$6,066.12)**

#### **- Audio Visual Equipment**

- (4) ION Block Rocker Plus
- (1) Sony LCS-U11 Soft Carrying Case (Black)
- (2) Neewer Collapsible Softbox Diffuser
- (2) Extension Cord: 25FT Cord Lg
- (9) HUL 18in Two-Tone Aluminum Case with Customizable Pluck Foam Interior (Light Kits)
- (2) Glide Gear Phone Holder Tripod Mount Adapter

#### **- Computers**

- (13) USB C Hub MacBook Pro Adapter – 8 in 1 Portable USB C Dongle
- (2) USB C/USB A Charging Block
- (1) USB 3.0 - USB Micro B 10FT Cable
- (57) Absolute Control License Control for 5 Years
- (15) 10FT Nylon Braided Aux Cords

#### **- Repair & Replacement**

- (10) 65W Chargers for HP ProBook 450 G7
- (1) Projector Bulb Replacement
- (4) Luxja Projector Case (Medium 13.75x10.5x4.5 inches), Gray
- (1) Power Cable Reel
- (1) Canon EF-S 18-55 mm f/3.5-5.6 DSLR Zoom Lens
- (1) 20 PCS Tap and Die Set - Metric Sizes M3 - M12
- (2) Hand Wind Cord Reel: Holds Up to 100FT, Black (6YF65)
- (9) 45W 19.5V 2.31A Laptop Charger
- (2) Velcro Brand One-Wrap Cable Tie
- (1) New Keyboard Compatible with HP ProBook 450 G5

### **Facility Expenses: (\$1,795.20)**

#### **- Office Space:**

- (1) VOIP Phone Annual Charge
- (1) White String, 100M/328 Feet Cotton String
- (4) NADAMOO Wireless Barcode Scanner with Stand
- (1) Plastic Clamp for the 558 Roll
- (1) Epson Perfection V850 Pro Scanner



- **Editing Suites:**

- (1) USB C - VGA Adapter
- (1) Yealink Room Panel for Teams
- (1) Webcam for Audio Edit Room
- (1) SanDisk 64 GB Extreme UHS-1 Micro SDXC Memory Card with SD Adapter
- (1) Sony HDR-CX405 HD Handycam

**NMC Expenses from Revenue Accounts:**

- **Total Revenue Obtained (Departmental Invoices) - \$8,260.86**
  - Total Budget Appropriated - \$8,285.00 (For Supplies, Repairs, Publications and Printing)
  - Total Budget Spent - \$7,910.15
- **Total Revenue Obtained (Cash/Check Receipts) - \$12,417.18**
  - Total Budget Appropriated - \$12,460.00 (For Supplies, Materials, Publications and Printing)
    - \$6,248.60 came from HERF funds used to replace material considered lost/stolen in our circulating inventory from Late June 2021.
  - Total Budget Spent - \$12,434.22

**Library End of Year Support (\$6,650.63)**

- (1) Tablecloth for marketing the NMC at events
- (5) Dell OptiPlex 7490 AIO to replace the old computers in the Periodical Space
- (5) Epson Home Cinema 880 3330-Lumen Full HD 3LCD Projector

**Academic Affairs Support (\$340.00)**

- (1) GBC 65" Thermal Roll Laminator 1" Core Diameter Z403- TH1906300118 (For Laminator Maintenance Contract)

## **Staff Achievements**

### **Joel Dion – Computer Service Technician 1**

- Performed a cleanup and revision of inventory records in ALMA, the library account for equipment loaned to Students, Staff and Faculty.
- Adjusted the layout of the Equipment Circulation space for better management of material added to circulate.
- Added new equipment to ALMA that was purchased like new camcorders, light diffusers, and DSLR cameras. Deleted obsolete items from Alma and worked with Guy Frost and Ken Smith to clear out inventory from Mass Media/ Comm Arts that was no longer being utilized.
- Worked closely with Wade to help construct a new image to be used on the Dell OptiPlex 7490 AIO computers that arrived late October 2021 for our lab spaces.
- Deployed 73 new lab computers with the assistance of fellow NMC staff.
- Generated a Check-in/Check-out Checklist to assist student workers complete workflow in the back area of the NMC.
- Worked with IT Classroom support to deploy the Mac Mini image and configuration in June 2021.
- Worked closely with Lindsey Godin in the Art Department for new DSLR camera equipment to better meet her student's needs for class assignments.
- Updated and modified the capture station for dubbing VHS to DVD, Cassette to MP3, and Hi-8 to MP4.
- Worked with Guy Frost in Cataloging to capture video presentations provided for special collections in Odum Library.

### **Jeremy Hardin – Instructional Technology Specialist**

- Provided 26 workshops on multimedia applications in FY 2022.
- Participated on the Library Marketing Committee to represent the NMC.
- Participated in hiring and training New Media Center Student Technicians.
- Assisted with the Summer Orientation Program to introduce new incoming Freshmen to the NMC.
- Assisted with the deployment of the 73 lab computers in Fall 2021.
- Generated a weekly advertisement pool that can be used for our social media outlets, email, and website. Advertisement and promotion included our training services, equipment reservation system, and printing services for student patrons.

## **Kyle Culpepper – New Media Center Director**

- Managed the deployment and delegation of duties for the 73-computer setup for the 4 different lab and classroom spaces managed by the NMC. To accomplish this task within a short time horizon, Kyle pushed for an all hands-on deck approach. With the support of the NMC team along with help from Wade Bugby in IT and support from Jeremy Hankinson in Automation, we were able to deploy the new lab within a 2-week time period and surplus the 73 older lab machines over to IT. The impact this had on our workflow and traffic was minimal thanks to everyone's support and involvement.
- To work with a dwindling budget and rising cost of services we migrated off of Humanity for student worker scheduling. We moved to a new scheduling platform called Shifts, which is found within Microsoft Teams. The transition occurred in late July 2021 and has proven to meet the needs of our student workers.
- Worked closely with IT, Creative Services, and Student Life to deploy a new campus signage solution in late June 2021. The NMC is now able to deploy across campus using the new solution for digital signage, RISE technology.
- Explored a potential replacement option for room display signage used to schedule and show room availability. After researching for a month, Kyle was able to find one solution that would not have an annual subscription. Currently, the Presentation Capture Space has this device called a YeaLink Room Panel. The 7" display is all that we are paying for as an upfront 1-time cost of \$500 for the tablet. Kyle worked closely with IT Networking and IT Workgroups to configure the back end of the device to work within the same room calendar scheduling system already in place through Outlook that is managed by the front area of the NMC.
- Completed the PCI Compliance procedures and policies for the NMC and published the flow charts and the SAQ(s) found within the CampusGaurd portal.

### **Interactions with Patrons**

Questions and interactions with patrons increased by 20% this year. Faculty and staff are more engaged with the library, with an 80% increase in interactions. Student interactions increased 18%.

More people were present inside the library, asking questions and interacting with library staff and librarians, instead of contacting the library virtually. In-person interactions increased 26%, while Chat and BlazeVIEW interactions decreased. Each of the public service desks saw an increase in interactions, while offices (Other) saw a decrease. This supports the return to normal with patrons interacting more in-person and having less virtual interactions. A 51% increase in Directional questions indicates more people are visiting the library in-person. The 82% increase in Functional indicates more people are checking out and returning library materials than last year.

A shift in Duration of questions could indicate greater efficiency and clarity in answering questions. Questions lasting 0-5 minutes increased 24%, while slightly longer questions lasting 5-10 minutes and 10-15 minutes decreased. Moderately long questions held steady, with questions lasting 15-20 increasing 2% and questions last 20 minutes or longer decreasing 2%. However, the number of questions lasting longer than 60 minutes increased 27%, indicating an increase in in-depth research questions.

### Statistics

Collected from Gimlet, covering 7/1/2021 – 6/30/22

- Total interactions increased 20%, from 14,465 to 17,368
- Asked by
  - Students increase 18%, from 12,662 to 14,893
  - Faculty and Staff increased 80%, from 637 to 1,147
  - Community increased 15%, from 772 to 889
  - Unknown increased 11%, from 394 to 439
- Type
  - Directional increased 51%, from 4,431 to 6,676
  - Functional increased 82%, from 1,941 to 3,533
  - Reference decreased 14%, from 3,197 to 2,738
- Duration
  - 0-5 minutes increased 24%, from 12,437 to 15,369
  - 5-10 minutes decreased 1%, from 910 to 903
  - 10-15 minutes decreased 6%, from 372 to 350
  - 15-20 minutes increased 2%, from 230 to 234
  - Consultations (20+) decreased 2%, from 516 to 509
    - interaction lasting longer than 60 minutes increased 27%, from 78 to 99
- Location
  - MainCirculation increased 44%, from 4,033 to 5,822
  - 2ndFLoorCirc increased 20%, from 4,543 to 5,451

- RefDesk increased 17%, from 4,205 to 4,936
- Other decreased 38%, from 1,382 to 861
- Format
  - In-person increase 26%, from 11,419 to 14,445
  - Chat decreased 12%, from 1,723 to 1,514
  - Phone increased 11%, from 888 to 986
  - Email increased 6%, from 261 to 276
  - BlazeVIEW/GoVIEW decreased 16%, from 157 to 132
  - Social Media/Online increased 7%, from 14 to 15

### **Live Chat**

The total number of chats decreased 16%. This may be due, in part, to the increase in in-person questions. Chats are received through 3 queues: valdostarefdesk is the chat located on the website; omeds is the pop up widget in the EDS databases; libguides is the pop up widget located on some LibGuides.

- Total chats decreased 16%, from 1,943 to 1,630
- Queues
  - valdostarefdesk chats decreased 8%, from 1,110 to 1020
  - odumeds pop up chats decreased 28%, from 757 to 544
  - libguides pop up chats decreased 13%, from 76 to 66

### **Research Appointments**

Research appointments increased 18% from last year. Virtual appointments remain a popular option; 95 of 124 appointment met virtually. Many of the students requesting virtual appointment are graduate students.

- Total scheduled research appointments increased 18%, from 105 to 124
  - 30 lasted more than 60 min
  - 95 were virtual, 26 were in-person, 3 were over the phone

### **Library Instruction**

Library instruction sessions increased 13% this year. This includes both synchronous (147) and asynchronous sessions (5). ACRL defines asynchronous sessions as instructional modules that are created and recorded in a digital format, including class instruction sessions that are recorded. Most virtual sessions are synchronous, a few are asynchronous.

Library instruction includes instructional presentations to orientation groups, classes, or other groups. Some professors schedule more than one library instruction session for their class. Library instruction can be delivered in a library computer classroom, the professor's classroom, or virtually in Teams or Blackboard Collaborate Ultra.

- Synchronous Sessions
  - Increased 13%, from 134 to 147
  - Attendance increased 38%, 1,888 to 2,614
- Asynchronous sessions

- 5 sessions, 92 attendees
- Not tracked in previous year
- Sessions by level
  - Core, 1000, 2000 Undergraduate LI sessions increased 3%, from 91 to 94
  - Upper level 3000, 4000 Undergraduate LI sessions increased 44%, from 27 to 39
  - Graduate LI sessions increased 44%, from 10 to 12
  - Orientations remained steady at 6 sessions
- Total LI sessions taught by Reference Librarians
  - Amy Chew, 7
  - Catherine Bowers, 71
  - Emily Rogers, 23
  - Laura Wright, 36
  - Samantha Paul, 15
  - Tera Ray, 11

Instruction provided by the Archivist is reported in the Archives section of the Annual Report.

### **Embedded Librarians**

Embedded librarians are embedded in a BlazeVIEW course for a semester or just a few weeks. In the course they share links to library resources and tutorials. They answer questions in the class through discussion threads or BlazeVIEW email. Students may schedule research appointments with their embedded librarian. This year's embedded librarian sessions held steady, with a total of 31 sessions, an increase of 1 session over last year.

- Fall 2021 - 13
- Spring 2022 - 11
- Summer 2022 - 7

### **Library Collection Circulation**

- Checkouts from general collection increased 27%, from 6,333 to 8,019
- Renewals increased 146%, from 469 to 1,153

### **Course Reserves**

- Print reserves checkouts increased 35%, from 471 to 636.
- Electronic reserves times accessed increased 2%, from 2,303 to 2,355.

### **GIL Express**

- Books borrowed from other USG institutions by VSU individuals increased 22%, from 444 to 543.
- Books borrowed from VSU by individuals at other USG institutions decreased 5%, from 473 to 448.

## **Interlibrary Loan**

### Borrowing

Borrowing requests decreased slightly from the previous 20/21 fiscal year. This could be correlated with the Covid-19 pandemic. Overall turnaround time improved; however, average article turnaround time was slower than in the previous year. We filled slightly more articles than and slightly less loans than in 20/21. The fill rate statistics for 21/22 do not represent a large enough variation than the previous fiscal year to make any conclusion about fill rate trends in the future.

- Requests decreased from 3111 in 20/21 to 2843 in 21/22 (8.61%)
  - Article requests: 2511 (decreased from 2592)
  - Loans: 332 (decreased from 353)
- Fill Rate
  - Articles: 94% filled, 6% cancelled (fill rate improved by 1% from prior 20/21 fiscal year)
  - Loans: 79% filled, 21% cancelled (fill rate decreased by 2% from prior 20/21 fiscal year)
  - Top 5 reasons for cancellation (percentage of all cancellations)
    - We have exhausted all possible sources (19%)
    - Cancelled per patron request (18%)
    - This is a duplicate request (13%)
    - Available online (8%)
    - Language (7%)
- Turnaround time
  - Overall: 2.18 days (21.3% faster than 2.7 days in 20/21 and 44 % faster than 3.41 days in 19/20)
  - Articles: 4.94 days
  - Loans: 9.92 days
- Most requested journals (not owned by Odum Library):
  - *Annals of allergy, asthma, & immunology.*
  - *The journal of allergy and clinical immunology.*
  - *Computers in human behavior.*
  - *Soft matter.*
  - *Scientific studies of reading.*

### Document Delivery

Document Delivery requests have continued to decrease significantly. This is most likely due to routing automation improvements. Routing improvements began to decrease requests originating in Document Delivery queues in the previous 20/21 fiscal year and that trend is likely to persist in the future.

- Requests decreased from 809 in 20/21 to 536 for the 21/22 fiscal year
- Fill Rate
  - Articles: 100% filled
  - Loans: 100% filled
- Turnaround Time

- Overall: 16.84 hours (significantly faster (50.58%) than previous turnaround time of 1.42 days in 20/21)
- Articles: 17.01 hours
- Loans: 1.78 hours

### Lending

Lending statistics have continued to improve significantly this fiscal year with even more requests submitted and a larger amount filled for both articles and loans. Turnaround time continues to trend earlier with an even faster rate of delivery than the previous 20/21 fiscal year.

- Requests increased from 5531 in 20/21 to 6786 in 21/22, (22.69% increase)
  - Articles: 3274
  - Loans: 3512
- Fill Rate
  - Articles: 64% filled, 36% cancelled
  - Loans: 70% filled, 30% cancelled
  - Top 5 reasons for cancellation (percentage of all cancellations)
    - Our holdings end before this volume (26%)
    - Checked out (22%)
    - Our holdings begin after this volume (11%)
    - Not on shelf (9%)
    - Lack volume/issue (7%)
- Turnaround Time
  - Overall 9.34 hours (38% faster than 12.9 hours in 20/21)
- Most loaned journals:
  - *Sport in society.*
  - *Journal of nursing care quality.*
  - *International journal of science education.*
  - *Zero to three.*
  - *Seminars in speech and language.*
  - *The journal of head trauma rehabilitation.*
- Most loaned monographs:
  - *The SAGE encyclopedia of communication research methods*
  - *Black scarface: a novel*
  - *But for the grace of God: The inside story of the world's largest insane asylum, Milledgeville!*
  - *Cracking the coding interview: 189 programming questions and solutions*
  - *Atomic habits: tiny changes, remarkable results: An easy & proven way to build habits & break bad ones*



Departmental Requests - These are the top 10 requesting departments.

Department	ILL Requests	Doc Del Requests	Total
English	355	78	433
Biology	249	20	269
Psychology & Counseling	198	48	246
Curriculum, Leadership and Technology	215	28	243
Nursing	178	38	216
History	186	25	211
Health Sciences	179	28	207
Communication Disorders	121	23	144
Public Administration	111	19	130
Library and Information Science	101	23	124

## Video Production

### YouTube

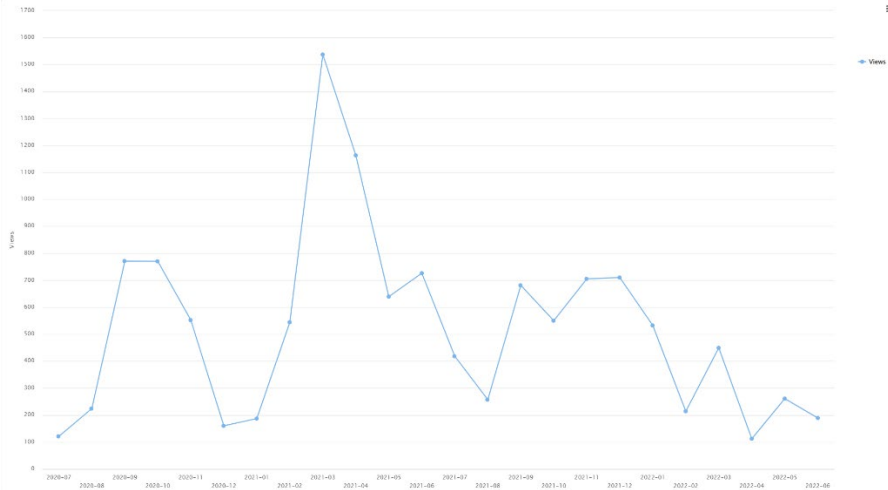
- No videos were created for YouTube this year due to ongoing changes to the Odum Library homepage.
- The YouTube channel had 667 views for FY2022.
- Most watched video on YouTube during FY2022:
  - Types of Sources for Historical Research Projects (279 views)

Ongoing assessment of YouTube videos to determine where updates are needed due to the removal of Anywhere Access and other visual changes to library platforms (Discover, GIL-Find, Odum homepage, etc.) since the videos were originally created.

## LibGuides

LibGuide usage decreased slightly, 13%, this year. This decrease could be due to multiple factors, including an ongoing LibGuides Clean-Up project in which 11 course guides were unpublished. The top three LibGuide from 2021 remain in the top three, with Using the Library moving from third to first place.

- FY2022 (July 2021 to June 2022)
  - 140 published guides
  - 58,386 views (decrease of 12.72%)
  - Statistics collected on 7/18/22
- FY2021 NUMBER (July 2020 to June 2021)
  - 139 published guides
  - 66,894 views
  - Statistics collected on 8/30/21



### Top Three LibGuides FY2022

- Using the Library with 6,372 views (decrease of .2% from previous year, 6,387)
- Types of Periodicals with 5,078 views (decrease of 31.3% from previous year, 7,394)
- Education Research for Graduate Students with 4,180 views (decrease of 8.2% from 4,553)

### Top Three LibGuides FY2021

- Types of Periodicals with 7,394 views (increase of 1,013% from previous year, 664)
- Education Research for Graduate Students with 7,154 views (increase of 57.1% from previous year, 4,553)
- Using the Library with 6,387 views (increase of 21.9% from 5,238)

Ongoing projects of link checking, asset management, working with Electronic Resources Librarian to add databases and resources, adding subjects and keywords to all databases for easier browsing, and a LibGuide Clean-Up Project. This project involves identifying LibGuides that are outdated or no longer needed and unpublishing them to declutter the list of guides. A usability test for LibGuides is scheduled for September 2022.

### Government Documents

In FY 2022 Emily Rogers continued to serve as the FDLP coordinator and Government Documents Reference Librarian. Reference questions involving government information increased this year: 164 questions, compared to 148 in FY2021, an almost 11% increase. The depository currently selects 55.38% of all items available for selection from the FDLP, including online as well as tangible publications.

One of the year's highlights was the September 10<sup>th</sup> visit from Valerie Glenn, the Regional FDLP Coordinator for the State of Georgia, from UGA. This 2021 visit was the first by a regional coordinator since 2006, when Odum Library celebrated its 50<sup>th</sup> anniversary as a Federal Depository Library. Valerie toured the library and the government documents collection, met with administration and government documents staff, offered advice on processing and weeding government publications, and forecast development in the depository community. During this

visit the library's display area featured an exhibit on Constitution Day, with Constitution-related publications and buttons, and Dystopian Literature.

Constitution Day (September 17<sup>th</sup>) activities also included the distribution of pocket-sized Constitutions at the service desks and an updated online LibGuide at <https://libguides.valdosta.edu/ConstitutionDay> that included a quiz that students could respond to and enter for first-, second-, and third-place prizes including VSU bookstore gift cards and a graphic adaptation of the Constitution.

The FDLP's PURL reporting tool gives some indication of online usage of government information by recording some site and title use. Records indicate that information on veterans, gun violence, marijuana, prisons, the Holocaust, the USA PATRIOT Act, the death penalty, taxes, copyright, Haiti, Iran, the Budget of the U.S. Government, and climate change are among the government information sources our patrons accessed in FY 2022.

Weeding the physical government documents collection is an ongoing project. This year saw the reduction of the tangible CD-ROM collection by more than 2000 items. We maintained the Georgia documents CD-ROM collection but reduced the Federal collection from 2356 to 319 items. The remaining collection has been rehoused into the small CD-ROM cabinet that previously housed state of Georgia items and moved to the physical government documents collection on the east side of the 2<sup>nd</sup> floor atrium. The two large CD-ROM cabinets are now available for other uses or to surplus.

### **Library Visits**

Library attendance increased 27%, from 269,833 to 343,971. The North Entrance remains more popular than the South Entrance. The North Entrance is centrally located on the Pedestrian Mall, as well as being the location of the Learning Commons, Academic Support Center, and IT Help Desk.

- Total attendance (both entrances) increased 27%, from 269,833 to 343,971
- North Entrance increased 39%, from 166,640 to 232,197
- South Entrance increased 8%, from 103,193 to 111,774

### **Space / SUMA**

SUMA data provides insight into how students are using the library space. The Learning Commons, located on the second floor, is consistently the most popular place for students to gather and study. The third floor north side is also popular, probably due to the study rooms, comfy furniture and quiet zones. The Reference area on the second floor is also used frequently, probably due to the many computer stations and printers located in that area.

Most of the students in the library are studying and using technology. Study rooms are the most popular locations to study, followed by tables, and then computer workstations.

## Fall 2021

- Locations
  - 35% Second floor North, aka Learning Commons
  - 23% Third floor North, which has many study rooms, tables, and quiet zones
  - 15% Second floor South, aka Reference
- Activity
  - 86% studying
  - 72% using technology
- Furniture/Room
  - 32% room
  - 37% table
  - 19% computer workstation

## Spring 2022

- Locations
  - 32% Second floor North, aka Learning Commons
  - 26% Third floor North, which has many study rooms, tables, and quiet zones
  - 17% Second floor South, aka Reference
- Activity 95%
  - 40% using technology
  - 31% studying
- Furniture/Room 55%
  - 23% study room
  - 11% table
  - 6% computer workstation

## **Marketing**

### Newsletters

Newsletters were added to the Marketing toolbox in January 2021. From 7/1/2021 to 6/30/2022, 23 newsletters were sent to faculty and student listservs through a combination of Mailchimp and Outlook. On average, these e-mails were opened 2,259 times. With an average total click rate of 88, and a click rate percentage of 61%. The two newsletters with the highest open rates were the Student Newsletter 8/16/2021 (4,841) and Welcome to Spring 2022 at Odum! (4,517).

### Campus Events/Library Programs

The library participated in approximately 17 events during FY22. Most of the events (De-Stress Fest, Triviarama, The Happening, Self-Love and Compassion Festival, etc.) were targeted towards students. However, Campus Wellness asked for the library's participation in their Faculty and Staff Appreciation Week event and while the event was not particularly well-attended (for a variety of reasons), there was some meaningful conversations with faculty. Highlights of the semester were Triviarama during Fall Explosion which received coverage by the Spectator: <http://www.vsuspectator.com/2021/09/15/photos-math-media-reigns-victorious-in-triviarama-event/> and 16 students (four trivia teams) who were very happy with the event. Most of the students heard about Triviarama through Instagram (28.6%) and the newsletter (28.6%) so it would be helpful to include those channels again in FY23.

The library also celebrated 50 years with a display and birthday party. Students, faculty, and staff interacted with the display filling up three panels during the duration of the exhibit, signing a card on the day of the birthday, partaking of 150 cupcakes, and acquisition of commemorative buttons.

Students reacted favorably to the coloring pages created for the Self-Love and Compassion Festival. Button creation was very popular at both De-Stress Fest. In the spring semester, all 148 button slips were used.

### Instagram / Facebook

Odum Library's followers grew on both Instagram and Facebook. Instagram had 157 more followers in FY22 and Facebook had 47 new likes. Reach was high with both accounts most likely thanks to Reels. Instagram Reach was up 96% (39,139) and Facebook was up 28% (3,532).

The two best posts on Facebook were the post celebrating service milestones and the time-lapse of the Converse Hall demolition. There were 53 posts to Facebook across stories and feed. @vsuodumlibrary shared 144 posts to the feed from 7/1/2021 to 6/30/2022, 269 stories, and 41 reels (not all reels were included on the feed). The Instagram post that had the most comments was the "Favorite Recommendations" for National Library Week – it received 259 comments.

- Instagram Reels with the highest plays:
  - Happy Twosday (2/22/22) talking about the Circulation Desks (5,884)
  - Birthday Display Craft (3,794)
  - Green Books at Odum (3,393)
  - Constitution Day (3,121)
  - New Reference Books (2,698)
  - Red Books at Odum (1,297)
  - Spooky Reads (1,265)
  - Explore Odum (1,175)

Most shared Reels were Dr. Sarah Wolk FitzGerald LTAI grant video (9), Birthday Display Craft (7), New Reference Books (5), Odum Building Cutout (5).

Creation of Reels should be encouraged with an unofficial goal of posting one Reel every two weeks.

### **Library Programs**

Odum Library received an ALA "Let's Talk About It: Women's Suffrage" book discussion grant for \$1,000 and ten copies of five books for a discussion program. Funded in part by the National Endowment for the Humanities, the grant to Odum Library was one of 25 awarded nationwide. Five book discussion sessions met 7:00-8:30 pm for five nights in the Archives & Special Collections, which provided dessert refreshments.

- Average attendance: 20 participants per session (5 meetings) March 10 - May 5, 2022.
- Discussion leaders were all VSU faculty from Philosophy, Women's Studies, History, Sociology, and Social Work.
- Participants included VSU Faculty, Students, & Staff and community members.

- Authors of the grant were Emily Rogers, project director; Deborah Davis; Dr. Christine James; and Robert Taylor.

## **Faculty & Staff Highlights**

### Staff

Tiffany Lee received an I Caught You Caring for her courteous assistance to library patrons. Ms. Lee assisted with an extensive project to sort, organize, and shelve the LZ Media collection.

William Simmons worked on the relabeling project. Illegible spine labels were replaced to increase usability and make it easier for students to find books on the shelves. This project is ongoing.

Kara Exum received an I Caught You Caring for her assistance at the Happening. She also assisted with the relabeling project and the with the project to sort, organize, and shelve the LZ Media collection.

Lisa Harken staffed the Main Circulation desk from 4pm to midnight every Sunday through Thursday, greeting and helping library visitors.

Shelbie Sellers staffed the Second Floor Circulation desk starting at 7 am Monday through Friday. She frequently assisted students with their early morning questions. She also processes the GIL Express books delivered by the courier, helping patrons receive the books they requested in a timely manner.

Raymond Smoot received an I Caught You Caring for his courteous assistance to library patrons. He staffed the Main Circulation desk starting at 7 am Monday through Friday. In addition, he assisted with the relabeling project and cleaning the journals in preparation for an inventory.

Crystal Miller received an I Caught You Caring for their courteous assistance to library patrons and another for helping with Fall Explosion. Crystal also selected books for the display and updated the On Display LibGuide each month. They authored a new LibGuide and assisted with the updating of several LibGuides.

Amanda Broyles received an I Caught You Caring for her assistance with the English Department's "Book Binge" event. She was very helpful with the selection of books for the Popular Books collection. She also assisted with updating several LibGuides.

Joe Dietrich supervised student workers and coordinated several projects, including shifting the entire collection on the third floor and shelf reading. Joe took the initiative on a major project to reorganize and shift the FAMC collection, making it much easier to located items.

Leah Clark processed the borrowing workflow in Interlibrary Loan, assisting faculty and students with their research needs. She also volunteered at several library events, including the Happening, De-Stress Fest, Self Love & Compassion Festival, and Odum's 50<sup>th</sup> Birthday Celebration.

Serina Taylor processed the lending workflow in Interlibrary Loan. She assists faculty with course reserves requests, making materials available to students online or in the library. She continues to occasionally staff the circulation desk, assisting visitors with their questions.

### Faculty

Emily Rogers coauthored, with Laurie Aycock, the book chapter "Back to School: Education and Teaching Resources from the U.S. Government," in *What Can Government Information Do for Me? Discovery and Practical Applications of Using U.S. Government Information*, ed. Thomas E. Diamond & Dominique Hallett (McFarland, 2022). Emily Rogers served as project director on the ALA/NEH grant *Let's Talk About It: Women's Suffrage*.

Since starting in the Fall of 2021, Tera Ray has worked on several projects to promote student success. She has added keywords and subjects to VSU databases to promote findability, worked with the Odum Library Web Committee to reorganize the services pages, and has plans to conduct a usability test with students to learn more about how students use Research Guides.

In addition to submitting her promotion & tenure packet, Samantha Paul worked on sharing information via the library's newsletters, creating content for the library's social media (@vsuodumlibrary), as well as creating promotional/informational handouts like for departmental meetings. She was co-chair of the library's marketing committee. During the year, Samantha organized library events for Fall Explosion (Triviarama), The Happening, De-Stress Fest (Fall & Spring), Self-Love and Compassion Festival, Safe Spring Break, Faculty & Staff Appreciation Week, and the library's birthday. For the library's 50th, she created three collaged posters showcasing the history of the library as well as collaged panels where students, staff, and faculty could leave their "stamp".

Laura Wright oversaw the transition in Lending Services as Steven Scheuler retired, including documenting administrative workflows and policies. She assisted with several initiatives in the library, including Popular Books, volunteering at many marketing and outreach events, and developing workshops for faculty in fall 2022. In addition, she submitted her dossier for promotion to full professor.

Catherine Bowers presented at Georgia International Conference on Information Literacy. One presentation was an exploration of the intersections of physical and information literacy, and then a co-presentation with Emily Rogers about teaching in Honors. Ms. Bowers received an I Caught You Caring recognition for her work with teaching library instruction. Summer saw her back in Ireland with the VSU Honors College. Ms. Bowers is serving as the 2022 chair of the GLA's Reference and Instruction Services Interest Group, and she currently leads the Faculty Writing Circle at VSU's Center for Excellence in Learning and Teaching.