

**University of Arkansas at Monticello  
Academic Unit Annual Report**

**Unit: Taylor Library**

**Academic Year: 2017-18**

**What is the Unit Vision, Mission and Strategic Plan including goals, actions and key performance indicators (KPI)? (insert strategic plan, goals and KPIs below)**

**(See Addendum 1)**

**In Table 1, provide assessment of progress toward meeting KPIs during the past academic year and what changes, if any, might be considered to better meet goals.**

Our two primary emphases this year are the last two (bold type) on the following chart. The full Strategic Plan is included as Addendum Four.

**Table 1: Assessment of Key Performance Indicators**

<b>KPI</b>	<b>Assessment of Progress</b>	<b>Implications for Future Planning/Change</b>
I. Main Floor renovation	Learning Commons <b>Complete</b>	Can move forward with new goals
II.C.1 Work with Student Affairs in publicity	<b>Completed:</b> We have a regular channel for communicating Library news	We can focus on other collaborations within UAM
II.C.3 Library tab in Blackboard shell	<b>Established</b>	We can focus on other collaborations within UAM
II.C.4 Work with Upward Bound	<b>Failed;</b> Upward Bound demise	We can find new collaboration to take place of Upward Bound
III.D. Update Electronic Resources	<b>Delayed:</b> lack of additional funding	We will wait.
IV.B.1 Sessions with Area Teachers	One session held with English teachers; successful first step	On track; We can build on this program and branch out
IV.B.2 Consortial relationship with area libraries	Unsuccessful thus far	Will seek to strengthen relationships with other libraries
<b>IV.C Study fees for outside users</b>	No action in FY17-18	Will take up this fall with Library Committee
<b>V. Strengthen presence of Special Collections</b>	New librarian in place	On track: Several steps are underway to strengthen this part of the Library.

**List, in Table 2, the Academic Unit Student Learning Outcomes (SLO) and the alignment with UAM and Unit Vision, Mission, and Strategic Plans**

The Library has not developed any SLOs. We hope to work with the Assessment Committee in meeting whatever university-wide SLOs that group develops.

**Public/Stakeholder/Student Notification of SLOs**

List all locations/methods used to meet the HLC requirement to notify the public, students and other stakeholders of the unit SLO an. (Examples: unit website, course syllabi, unit publications, unit/accreditation reports, etc.)

N/A

**Enrollment**

**Table 3: Number of Undergraduate and Graduate Program Majors**

N/A

**Progression/Retention Data**

(See Addendum 3)

N /A

**What do the data indicate in regard to strengths, weaknesses, opportunities for growth and threats to effectiveness?**

N/A

**Gateway Course Success (Applies only to units teaching Gateway Courses)**

**Table 5: Gateway Course Success\***

N/A

**Completion (Graduation/Program Viability)**

**Table 6: Number of Degrees/Credentials Awarded by Program/Major**

N/A

**Faculty**

**Table 7: Faculty Profile, Teaching Load, and Other Assignments**

Taylor Library Annual Report 2017-18

Faculty Name	Status/Rank	Highest Degree	Area(s) of Responsibility	Teaching Load	Other Assignments
Kathy Anderson	Associate	M.Ed., MLS	Electronic Resources, Serials, Student Success	None	Reference, Bibliographic Instruction, Assessment, Liaison to CIS and Education
Renée C. Clark*	Assistant	PhD	Monograph Acquisitions and Processing	None	Reference, Bibliographic Instruction, Liaison to Humanities and Business
D.J. Reece*	Assistant	MS	Special Collections Govt Documents UAM Archivist	None	Reference, Bibliographic Instruction, Liaison to Social Sciences
Daniel Boice	Assistant	MA, AMLS	Administration	None	Reference, Bibliographic Instruction, Liaison to Math & Sciences, Nursing; Staying out of the way of staff activities

**What significant change, if any, has occurred in faculty during the past academic year?**

1. In November, our Electronic Resources and Serials Librarian, Karen Collins, resigned to take a position at eVersity.
2. In December, our Special Collections Librarian, Mary Heady, resigned for family reasons.
3. Kathy Anderson’s responsibilities were changed to take over both our Electronic Resources and Serials responsibilities, in place of her Monograph Acquisitions and Processing duties
4. On February 1, our new Acquisitions Librarian, Dr Renée C. Clark, began.
5. On May 1, our new Special Collections Librarian, D.J. Reece, began work.

**Table 8: Total Unit SSCH Production by Academic Year (ten year)**

N/A

**Unit Agreements, MOUs, MOAs, Partnerships**

**Table 9: Unit Agreements-MOUs, MOAs, Partnerships, Etc.**

Unit	Partner/Type	Purpose	Date	Length of Agreement	Date Renewed
Library	eVersity	Provide library services to eVersity students and teachers	2015	Ongoing	

**List/briefly describe notable faculty recognition, achievements/awards, service activities and/or scholarly activity during the past academic year.**

Faculty Scholarly Activity

- Kathy Anderson:

Articles with Kay Walter:

- “Faculty/Librarian Collaborations: A Model for Student Success.” *Arkansas Libraries* (74:2), 20-21.
- “An English Teacher and Librarian Working Together for Student Success.” *Arkansas English Journal* (3:1), 36-42.
- “Collaborating to Help Students Travel” *Arkansas Libraries*. (75:1; Spring 2018)
- Critical Thinking, Mammalian Learning Rituals, and Remedial College Reading: A Collaborative Response.” *CEAMAG Journal*. (vol. 26, 2017-2018).

-

Presenter, Arkansas Archeological Survey Tunican Chapter, February 6, 2018  
UAM ERZ English workshop, June 7, 2018

- Daniel Boice:

- Editorial Committee for Catholic Library Association (includes being a juror for the *Catholic Library World*)
- Numerous book review for *CLW*.
- Paper on History of Arkansas Book Publishers accepted at South Arkansas Literary Festival, which was cancelled that day owing to a fire at South Arkansas Tech.

Notable Faculty or Faculty/Service Projects

- Kathy Anderson:

UAM:

CASAA

Judicial Board

Winthrop Rockefeller Distinguished Lecture Series Committee  
(Chair, January 2018 to date)

General Education Committee

Library Search Committee

Search Committee for Vice Chancellor for Student Engagement

Web Content Management committee

## Taylor Library Annual Report 2017-18

- UA System: Council of UofA College & Research Libraries: Education Portal Committee, Chair

### Community

- Arkansas Historical Association : Member of the Board of Trustees
- Afro-American Historical & Genealogical Society- Arkansas Chapter Board member
- Preservation of African American cemeteries: Public Relations Chair
- 
- Daniel Boice
  - Accreditation Liaison Officer for UAM
  - ARKLink: Secretary (November 2016 to date)
  - Arkansas Library Association: Chair, Strategic Planning Committee (January 2018 to date)
  - SEARK Concert Board Association, Secretary (August 2017 to date)
  - Monticello Economic Development Commission: Strategic Planning Coordinator (May 2017 to date)

### Faculty Grant Awards

Kathy Anderson successfully co-wrote a grant proposal to obtain \$22,435 for laptop computers which we can lend to students.

**Describe any significant changes in the unit, in programs/degrees, during the past academic year.**

N/A

**List program/curricular changes made in the past academic year and briefly describe the reasons for the change.**

N/A

**Describe unit initiatives/action steps taken in the past academic year to enhance teaching/learning and student engagement.**

### **Other Unit Data**

Include any additional information pertinent to this report. Please avoid using student information that is prohibited by FERPA.

**Revised February 8, 2018**

### **Addenda**

#### **Addendum 2: Higher Learning Commission Sample Assessment Questions**

A couple of notes here:

1. The Library serves the UAM community. We do that best by being attuned to the work and needs of our faculty and students. The Librarians have long had liaison roles with various schools. These have been essential for guiding us as we have purchased books, subscribed to journals and databases, and offered instruction to all levels of classes. Yet we can and are intent to strengthen those roles to help ensure that changing curricula have adequate library resources, and faculty have the tools to meet their research needs. Already, our new library faculty members have been actively reaching out to the teaching faculty in their schools to establish relationships, study curricula, and meet with teachers to better discern their interests and needs. With our limited staff, we are stretched pretty thin, but we feel like we can do this, and do it better.
2. Library assessment at UAM has never been fully instrumentalized. We have duly reported numbers of books, checkouts, and gate counts, but we have been remiss in trying to assess what, if anything, those numbers truly *mean* for the success of the work of the Library and UAM. As part of her duties, Kathy Anderson has begun to study how academic libraries are utilizing new tools to effectively assess their work. Often these tools are costly, and most work is being done at research universities, so we need to be looking at scaling down massive studies and locating tools that work for us. We hope to work with the Instructional Technology staff, with CIS faculty and perhaps with CIS students in order to develop ways to assess how library use affects the success of students. This has a number of challenges, including privacy concerns, but we are at least beginning to work toward meaningful assessment of our work.

**Addendum 3: Arkansas Productivity Funding Metrics**

N/A

**Addendum 4: Strategic Plan**

University of Arkansas at Monticello  
Taylor Library

Strategic Plan, 2016-2019  
June 2018 Update

**Goal One:** The Library will have a renovated Main Floor that will better serve our community and enhance prospects for student success.

**COMPLETE**

**Goal Two:** The Library will strengthen its marketing in order to allow the community to better utilize our resources and services. Research demonstrates that students who visit the library have better retention and graduation rates than those who do not.

Strategies:

**2.A.** Increase Social Network presence.

**2.A.1.** Increase number of Facebook friends.

Responsibility: Social Network coordinator

Measures: Number of friends increases by 100% by 2017, 200% by 2019.

Costs: \$150/year

**2.A.2** Explore possibilities of Instagram, Snapchat, Twitter

Responsibility: Social Network Coordinator

Measure: Set up Snapchat presence by 2019, Instagram by 2018

Costs: \$150/year

**2.B** Strengthen Marketing Presence

**2.B.1** Obtain and train with better hardware and software for visual presentation.



Taylor Library Annual Report 2017-18

Responsibility: Director  
Measure: Have new computer, software  
Target: August 2018  
Cost: \$2,000 for computer  
\$300 annually for programs

**2.B.2** The Library will enhance the visibility of Special Collections.  
MOVED to Goal Five

**2.C.** The Library will strengthen its collaboration within the university community.

**2.C.1.** The Library will work with Student Affairs in its public announcements.

**COMPLETE**

**2.C.2.** The Library will work with Student Affairs in establishing a presence in dormitories.

Responsibility: Student Success Librarian  
Measure: Little Libraries or other presence in dorms  
Target date: July 2019  
Cost: None

**2.C.3.** Instructional Technology to develop a Library Tab in the Blackboard shell.

**COMPLETED**

**2.C.4.** The Library will work with Upward Bound to identify and employ students in the Library.

**DELETED** with demise of Upward Bound

**2.C.5.** The Library will work with the Athletic Department to publicize our services and encourage use of the Library by Student Athletes

Responsibility: Student Success Librarian  
Measure: More library usage by student athletes  
Cost: No additional cost

**NEW 2.C.6.** The Library will develop mobile service, with Librarians going to classrooms or departments as needed

Responsibility: Student Success Librarian  
Measure: Visits to classrooms, department meetings  
Cost: No additional cost

Taylor Library Annual Report 2017-18

**Goal Three:** The Library will strengthen its services to better meet student needs.

Strategies:

**3.A.** We will continually monitor and revise our hours of operation to meet student needs.

ONGOING

**3.B.** We will increase our service and presence on the Main Floor:

**3.B.1** We will greet all who enter the Library

**COMPLETE**

**3.B.2** Librarians will walk about the building offering help.

**COMPLETE**

**3.C.** The Library will update the print collection.

Responsibility: Collection Development Librarian, Serials Librarian, Special Collections Librarian

Measure: The following areas will be weeded and updates:

Main Floor: by December 2016: **COMPLETE**

E-F: By July 2018

G-N By July 2019

P-Z: By July 2020

Special Collections: By July 2020

Bound Periodicals: By December 2016: **COMPLETE**

Cost: Included in the budget

**UAM Vision** **New 3.D.** The Library will update Electronic Resources.

**1.3.1**

Responsibility: Electronic Resources Librarian

Measure: Increased resources, increased usage

Cost: \$25,000-\$35,000 per year

**Goal Four:** The Library will increase its partnerships with local agencies

**4.A.** The Library will patronize local businesses in marketing efforts by purchasing gift certificates as appropriate.

Responsibility: Library Director

Measure: Gift certificates purchased

Target: Immediate

Cost: None additional -- \$250/year (2.A.1 and 2.A.2)

**UAM Vision 4.B.** The Library will collaborate with local and regional libraries to integrate **1.4.1** information literacy into schools and other programs.

**4.B.1:** The Library will work to instruct area teachers of available resources at UAM Library

Responsibility: Student Success Librarian

Measure: Workshops and presentations made to groups

Target: October 2016

Cost: None

**UAM Vision 4.B.2:** The Library will coordinate consortial activities with regional public and **1.4.1** academic libraries, to help promote lifelong learning and quality of life.

Responsibility: Director

Measure: Quarterly meetings of regional librarians

Target: June 2017

Cost: \$250/year

**4.C.** The Library will reconsider fees for outside use by the Library in order to increase our visibility and help promote the quality of life in Monticello.

Responsibility: Director

Measure: Policy studied by Library Committee

Target: March 2019

Cost: None

**UAM Vision NEW Goal Five**

**1.3.1** The Special Collections Department will be designated as the Southeast Arkansas Regional Archives.

Responsibility: Special Collections Librarian, Library Director

Measure: Official Designation by State

Cost: Unknown