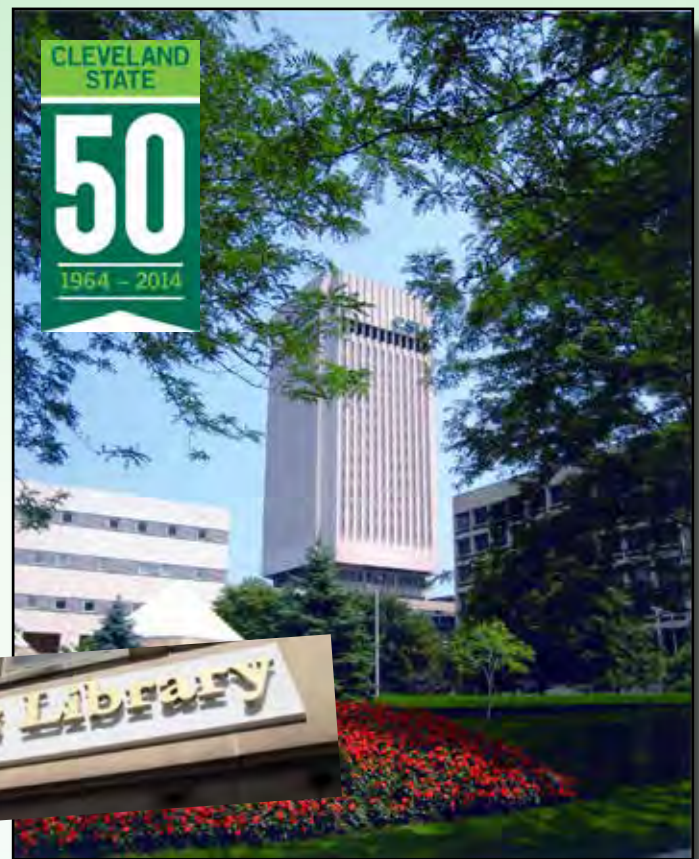




# Michael Schwartz Library

## FY 2015 Summary

EngagedScholarship  
@CSU



*We Bring People and Information Together*

# Overview of Services & Resources Provided Directly to Students, Faculty, and Staff

Open 326 days per year  
14.5 hours of operation per week day on average  
3,500 hours of Reference support  
531,063 user visits  
1,274,545\* “views” on web site

## PUBLIC USE OF LIBRARY

### Access to Resources

- Collection holdings and access to more than 1,000,000 physical items:  
**Holdings**— 1,022,689 print volumes, including 22,465 music scores; 44,378 audiovisuals; and 10,965 linear feet of archival materials  
**Access** —Primarily to collaboratively purchased OhioLINK resources: 228,146 e-books, 53,015 e-journal titles, 734 databases, 1,271 websites, 9,823 streaming videos, 4,772 streaming audio, and access to jointly owned journal titles held at the northeast Regional Depository
- Items checked out — 88,394, including 84,174 books and periodicals, and 2,092 media items with 2,128 receiving priority handling (local holds)
- Items used in-house —14,765
- DVDs, videos, and films shown in class sessions, with a total attendance of 35,050
- Items borrowed from and loaned to other libraries — 32,091
- Materials deliveries to offices — 1,893
- Searches on Scholar —1,679,457
- Reshelfed or filed 83,514 print volumes and 2,491 AV items

### Assistance to Users

- Assisted 28,002 users in research consultations and at service points (at the Reference Desk, Archives, Librarians offices, Multimedia Services, Special Collections, and User Services)
- Assisted 629 users online
- Provided instruction and current awareness service, including:
  - 23 orientation sessions of special student populations for 611 participants
  - 79 sessions of Introduction to University Life for 1,874 students
  - 82 sessions for various English classes for 1,914 students
  - 3 sessions for 119 high school student
  - 17 seminars/workshops for 290 students
- 11 subject librarians worked with faculty to provide specialized reference, collection development, and subject level instruction

### Use of the Facility

- Gate count — 531,063
- Librarians provided 324 instruction sessions in the Library to 8,367 students
- Multimedia rooms were used for 625 sessions with 12,141 in attendance (includes viewing room)
- 792 other events and meetings were held with 10,638 in attendance
- Faculty used facility for 1,137 sessions for 26,486 students



\* Method of statistics gathering: Google Analytics

# Overview of Library Support Operations

## ADMINISTRATION

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- Administered a budget of \$4.6 million
- Facilities:
  - Maintained a building of 194,000 square feet (7 floors including instruction rooms: LCLC, 302, 401, 414 & 502; Math Emporium, media facilities, group study floor, silent study floor, and 81 carrels for students & faculty)
- Ongoing assessment of services for continuous improvements
- University Archives housed permanent records for more than 40 CSU offices and departments, adding 134 linear feet of CSU archival material
- Provided personnel support for 13 librarians, 25 staff, and 12 FTE student employees (e.g., orientation, payroll, evaluations, promotions, training)
- Participated in fundraising and development activities; oversaw endowments totaling more than \$900,000
- Provided publications and public relations support
- Hosted events and displays
- Collected \$50,770 in income, including \$35,042 in overdue fines, \$362 from vending operations, and \$7,586 from the Digital Production Unit
- Gave 3 copyright presentations for Center for Teaching Excellence
- Provided an open access text book workshop for 25 faculty
- Hosted an open access symposium for 40 participants (in partnership with CM|Law Library and Wright State)

## SYSTEMS SERVICES

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- Scanned, converted, and provided ADA compliant electronic reserve documents for 55,081\* downloads in FY15
- Maintained 400 Library PCs and related software:
  - Camtasia Relay
  - CONTENTdm (*Cleveland Memory Project*)
  - CybraryN
  - E-Reserves
  - ERM
  - EZProx
  - Faronics Deep Freeze
  - Faronics Insight
  - Flash Media
  - G4L
  - Illiad and Odyssey (Interlibrary Loan)
  - Innovative Interfaces (Scholar, OhioLINK, and SearchOhio)
  - LibAnswers
  - LibCal
  - LibGuides
  - Library web pages
  - Mediasite
  - MediaWiki
  - OneSearch
  - RefWorks
  - Web Calendar
  - Squid
  - Webcheckout

## MULTIMEDIA SERVICES

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Managed use of and provided support for

- Film Collection (DVDs, Videos, Film)
- Music media collection (CDs, LPs, etc.)
- Curriculum materials and juvenile books
- ESL collection
- Secure reserve materials collection
- Media and Modern Languages material reserves
- Multimedia production lab for students
- 8 media rooms, including the writer's lab, presentation practice room, viewing room, and class meeting areas
- Distribution of media equipment to Rhodes Tower classrooms
- Circulation of media production equipment to students

## ENGAGEDSCHOLARSHIP@CSU

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EngagedScholarship@CSU, the university's open-access digital repository, holds more than 12,000 items, including journal articles, books, and images created by CSU faculty, staff, and students. There were 376,059 full-text downloads in FY15 and 640,632 all time downloads through June 2015. It electronically manages an increasing number of conferences held on campus each year and provides a system for the production of online journals. The repository also holds original books and journals produced by faculty via the library's publishing imprint, MSL Academic Endeavors. ES@CSU includes SelectedWorks pages to showcase an individual's work. Faculty receive monthly emails with statistics indicating the number of downloads and searches for their works. A live Readership Map was made available to provide a real-time visualization of downloads across the globe. EngagedScholarship@CSU is connected to the larger network of other institutions using Digital Commons, numbering 450 institutions.

## Michael Schwartz Library Tenants and Partnerships

**FY 2015**

Tenant	Room	Systems Support	Library Support	Building & Security Support
<b>1<sup>st</sup> floor</b>				
Assistive Technology lab	RT 103	✓	✓	✓
*Writing Center	RT 124		✓	✓
<b>2<sup>nd</sup> floor</b>				
Math Emporium	RT 230	✓	✓	✓
Center for eLearning	RT 201 & 203	✓	✓	✓
<b>3<sup>rd</sup> floor</b>				
University Archives	RT 310	✓	✓	✓
Writer's Lab	RT 302	✓	✓	✓
<b>4<sup>th</sup> floor</b>				
Math Lab—Precalculus Lab	RT 403	✓		✓
Confucius Institute Program Space	RT 416			✓
Contemporary Poetry Room	RT 415			✓
Faculty/Staff Computer Instruction	RT 414			✓
<b>5<sup>th</sup> Floor</b>				
Center for Instructional Technology & Distance Learning—Admin. Operations	RT 501	✓	✓	✓
<b>7<sup>th</sup> Floor</b>				
Center for Instructional Technology & Distance Learning				✓
Classroom Technology Support & Specialists	RT 705	✓		
Integrated Media Systems & Services		✓		
Distance Learning Media Systems	RT 705	✓		
IVDL Technical Support	RT 705	✓		
Integrated Classroom Tech	RT 707	✓		
Multimedia Design and Video Production	RT 709	✓	✓	
<b>8<sup>th</sup> Floor</b>				
Center for Instructional Technology & Distance Learning –Instructional Technology	RT 806			✓
Office of Disability Services	RT 807f			✓

Partnerships	Room	Systems Support	Library Support	Building & Security Support
**New Student Orientation	LCLC labs	✓	✓	
***Admissions for Project 60 registration	LCLC labs	✓	✓	✓
Study Abroad display	1 <sup>st</sup> floor			✓
Displays/events—to highlight programs or special features of CSU Colleges or Depts.	1 <sup>st</sup> floor	✓	✓	✓
CPL@CSU --Cleveland Public Library books on display	1 <sup>st</sup> floor		✓	✓
Nursing Testing	RT 502	✓	✓	

\*Writing Across the Curriculum Program offer an average of 3,657 tutorials per semester (4,023 in fall and 3,291 in spring)

\*\* New Student Orientations provided 11 sessions with 2,063 in attendance

\*\*\*The Project 60 registration is 3 times a year with 65 in attendance