ANNUAL REPORT
York College Library
2011-2012

Prepared by
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Chief Librarian
August 2012

York College Library

Introduction

Over the past academic year, the Library continued to be very busy and vibrant, providing many services as shown below. Fall 2011 began on a positive note with the presence and assistance of the Information Technology Service Desk staff, infusion of additional computers, new books, as well as additional electronic databases.

I. Reference Services

(Statistics compiled by Prof. Di Su, Head of Reference Services)

During the academic year (July 2011-June 2012), Library Faculty handled 15,976 questions, reflecting a slight decrease over the previous year's total of 19,583. This decrease can, perhaps, be explained by the presence of the IT Service Desk in the Library and the assistance of Mr. Sarwar in the newly created position of Systems Administrator. The Library faculty also taught many information literacy classes which, perhaps, led to students who were better able to independently locate, evaluate, and effectively use information for their research papers and assignments.

With more "non-professional" and computer-related questions being handled by the IT Service Desk or by the Systems Administrator, the Library's Reference Librarians were able to spend more time working with students on a one-on-one basis.   Even though the professional questions for the past academic year were fewer than those in 2010-2011, they were often more in depth, and reference desk assistance was much more time-consuming.

Table 1: Reference Questions by Category, June 2011-June 2012

	Professional	Computer/Web	Non-Prof.	Total
July 11-June 12	4,270	5,996	5,710	**15,976**
July 10-June 11	5,548	7,690	6,345	**19,583**
July 09-June 10	7,762	6,680	10,373	**24,815**
July 08-June 09	8,737	6,786	10,392	**25,915**
July 07-June 08	8,978	4,169	8,545	**21,692**
June 06-May 07	9,164	4,538	7,777	**21,479**
June 05-May 06	8,473	4,422	9,263	**22,158**
June 04-May 05	8,883	5,102	7,256	**21,241**

II. Budget: Income and Expenditures
(Statistics provided by Prof. John Drobnicki)

Thanks to the support from the York College Administration, the Library continues to have a strong budget.   In addition to the tax-levy funds (OTPS and Compact OTPS), the Library also receives funds through the Student Technology Fee (15%), Auxiliary Enterprises (15 cents of every dollar spent by those who use cash to print or copy in the Library), and through the Queens High School for Sciences ($92 per student).   Below is a breakdown of the Library's income receivable and expenditures for the Academic Year 2011-2012:

Table 2: Summary of Library Income for Academic Year 2011-2012

OTPS 45001	$124,000.00
OTPS 45002 (compact)	$205,000.00
Tech Fee	$180,000.00
Auxiliary	$17,466.00
High School Funds	$38,732.00
Student Government Funds	$30,000.00
Grants	$9,749.00
Total Income	**$604,947.00**

Please note total income includes both New York State Tax-levy and non tax-levy funds

Table 3: Summary of Library's Expenditures for Academic Year 2011-2012

Electronic Resources	**$178,282.00**
Serials	$79,558.00
Books	$109,714.00
Office of Academic Affairs	$87,546.00
Consortium/Cataloging/Ill fees	$4,126.00
Office Supplies	$5,798.00
Lost Inter Library Books	$140.00
Total Annual Expenditures for 2011-2012	**$465,164.00**

The 2005 Agreement between CUNY and the New York City Department of Education provides through the Queens High School for Sciences ($92 per student) to the Library on a CUNY campus with an affiliated high school. Since the Library serves the students of an affiliated DOE high school (Queens High School for Sciences at York College), the Library received $38,732.00 in High School funds during 2011-2012. These funds were spent exclusively on new books.

The Chief Librarian received a Coordinated Collection Development Aid (CCDA) grant of $8,249.00 from the New York State Library that was spent on Library materials. In addition, the Library was given $1,500 in matching funds from CUNY Central for research-level collection development to support an existing graduate program. These funds are not New York State tax-levy.

III. Cataloging & Collection Maintenance
(Data provided by Mrs. Rose Dunne, CUNY Administrative Assistant, Cataloging)

From July 1, 2011 to June 30, 2012, a total of 1,143 volumes of books were added to the Library's collection, which included 136 volumes for the Reference Collection; 958 volumes for the Circulating Collection; and 49 volumes for the Curriculum Materials Collection (CMC). The Library also added 3 volumes for the closed stacks and 51 volumes of serials. These titles included new books purchased from our book vendor (COUTTS), some largesse obtained from neighboring libraries as well as gifts/donations. Also, 14 DVDs and 10 CD ROMS were added to the Library's collection. In addition, the Library received a music collection donation of 72 volumes from Mr. Mark Adams, son of the late Professor Kenneth G. Adams, a devoted educator and former Chair of the Performing and Fine Arts Department, who passed away in 2010. Approximately 45 books published in different disciplines and languages were donated by the Caribbean Studies Association. Thanks to Dr. Holger Henke for arranging the donation.   In the past academic year, a total of 4,034 books and one DVD were withdrawn from the Library's collection.

IV. Circulation & Reserve
(Statistics provided by Mrs. Grace Avila, Manager of Circulation & Reserve)

The Library continues to be extremely busy, with many students requesting and borrowing both Reserve materials (for in-Library use) and Circulating materials to take home.

Table 4: Number of Circulation/Reserve Transactions, July 2011-June 2012

	Total Items Borrowed
2011-2012	131,190
2010-2011	127,411
2009-2010	117,095
2008-2009	113,839

V. CLICS
(Statistics provided by Mrs. Grace Avila, Manager of Circulation & Reserve Services)

CLICS (CUNY Libraries Inter-Campus Services) is a book delivery service that lets users request books from any CUNY library to be delivered to any other CUNY library. Although the patrons initiate their requests by clicking on a link in the CUNY+ Online Catalog, there is still a lot of labor involved on both ends of the transactions. The lending library has to send an employee to find the book on the shelf; the item must be scanned in the Aleph system and packed in a blue LAND bag; it is then picked up by a courier and delivered to the borrowing library, where it must be opened, scanned, and held for pick up. Although the Aleph system is supposed to send automated email messages to the borrowers, the York Library Circulation staff sends direct emails as a back-up, and in the case of Faculty or Staff, contact the patrons to let them know their item has arrived.

Note: the Library lost 65 volumes of circulating collection.

Table 5: Number of CLICS transactions, July 2008-June 2012

	Total Items Sent by York	Total Items Received by York
2011-2012	3,484	3,270
2010-2011	4,311	3,331
2009-2010	3,961	3,580
2008-2009	3,336	2,816

VI. Electronic Resources

(Data provided by Prof. Anamika Dasgupta, Coordinator of Electronic Resources, Interlibrary Loan and Webmaster).

The Library received $180,000 in funding from the Student Technology Fee during the 2011-2012 academic year. The Library would not be able to subscribe to additional Electronic Resources without the financial support we receive from the Technology Fee. If the Library had to pay for reference databases from OTPS budget, there would be no funds left to purchase books. (**NOTE**: Tech Fee also pays for toner, paper, and maintenance contracts for student Printers and photocopy machines in the Library, which are not included in Table 2).

The Library continues to utilize Tech Fee funds to purchase appropriate electronic resources. Through Tech Fee funds we subscribed to an additional database called Sage Research Methods Online (SAGE).

Thanks to the CUNY Central Office of Library Services (OLS) for subscribing to additional electronic databases including e-books to all CUNY libraries over the past year, at no cost to the individual CUNY libraries:

- Computer and Applied Sciences Complete
- Biography Reference Center
- Humanities International Complete
- Applied Science & Technology Index Retrospective: 1913-1983
- Biography Index Retrospective: 1946-1983
- Cinema Image Gallery
- Essay and General Literature Retrospective
- Humanities Index Retrospective: 1907-1984
- Index to Legal Periodicals Retrospective: 1908-1981
- Library Literature & Information Science Retrospective: 1905-1983
- Readers' Guide Retrospective: 1890-1982
- Social Sciences Index Retrospective: 1929-1983
- Gale for Students Series Scribner Writers Online
- Eighteenth Century Collection Online 2
- Making of the Modern World 2

- 17th and 18th Century Burney Collection (British newspapers)
- National Geographic Archive (covering 1888-1994)

VII. Interlibrary Loan
 (Data provided by Prof. Anamika Dasgupta, Coordinator of Electronic Resources, Interlibrary Loan and Webmaster).

The Library uses ILLiad, a patron-initiated online Interlibrary Loan (ILL) system that is paid for by the CUNY Central Office of Library Services. Because CLICS is used to request books from other CUNY Libraries, this may explain why we did not see heavy use of ILL request for books.

Table 6: ILL Requests from York College Library to Other Libraries, July 2011-June 2012

Faculty/ Staff and Students ILL Requests:

Number of Faculty/Staff who requested Interlibrary Loan	470
Number students who requested Interlibrary Loan	30
Requests for Journal**s**	365
Requests for books	135
Total Interlibrary Loan Requests	**500**

VIII. Information Literacy
(Statistics compiled by Prof. Scott Sheidlower, Coordinator of Information Literacy)

The Library continued to have a very active Information Literacy program. Thanks to Prof. Sheidlower for publicizing the IL program in Yorktalk. All of the Library Faculty taught IL sessions over the past year.   The demand for IL classes slightly increased over the past academic year as shown in the table below:

Table 7: Information Literacy Classes, 2007-2012

	Number of IL Classes	Number of Students
2011-2012	134	4,020
2010-2011	130	3,250
2009-2010	100	2,405
2008-2009	113	2,037
2007-2008	162	2,898

Since the Information Literacy classroom in the Library (3G09) has only 18 computers and can accommodate at least 20 students, this limits the number of classes that faculty can teach in the IL classroom. Thus, over the past academic year, Library Faculty taught most Information Literacy sessions in the Classroom Building labs and in Smart Classrooms. It is hoped that the

proposal to expand the IL classroom and to update the technology will be given priority in 2012-2013 academic year. The Library's Information Literacy classroom continued to be utilized regularly by classroom faculty who either want to make use of smart board or computers.

IX. Computers/Technology
(Statistics provided by Prof. Daniel Cleary, Science Librarian, Liaison to IT Department, and Head of Serials and Microforms)

During the past academic year, the Library received 24 new computers: 19 for students' use, 3 for Circulation/Reserve Services, and 2 for Reference Desk Service. Thanks to the Chief Information Officer, Mr. Peter Tighe, and the Information Technology Department for their support and assistance. In addition, the Library also purchased a stand-alone book scanner with tech fee funds. In summer 2011, the Library adopted a new print system (Cardinal Print), a web-based system that allows students to print from a centralized campus source. Furthermore, the Library also has a dedicated PC where students can create print and copy accounts. Mr. Sarwar, the Systems' Administrator, worked closely with IT staff.   Over the past academic year, the IT Service Desk staff continued to assist customers with emails, computers, and printing account problems. The Library department has significantly improved technology and service delivery to its users, by adding more computers, upgrading equipment, and relocating the IT Service Desk to the Library.

X. Periodicals & Microforms
 (Data provided by Prof. Daniel Cleary, Science Librarian, Liaison to IT Department, and Head of Serials and Microforms)

Since the full-text of more periodicals have become available in the Library's electronic databases, the usage of printed periodicals and microforms have decreased over the past several years. Nonetheless, there are still numerous important journals, particularly in Occupational Therapy and Social Work programs, that are not yet available online and which must be accessed in either print or microfilm. Thus, Periodicals & Microforms Collections still get regular use, as outlined below:

Table 8: Periodicals Usage, July 2011-June 2012

	08-09	09-10	10-11	11-12
Journals	855	419	421	165
Newspapers	96	91	33	13
TOTAL USAGE	**951**	**510**	**454**	**178**

Table 9: Microforms Usage, July 2008-June 2012

	08-09	09-10	10-11	11-12
Journals	238	60	8	35
Newspapers	374	249	77	8
TOTAL USAGE	**612**	**309**	**85**	**43**

Table 10: Journals/Microforms Received, July 2012-June 2012

Current Journal Subscriptions	467
Microfilm Reels Received	351
Current Annuals Received	51

XI. Outreach to Queens High School for the Sciences at York College (QHSSYC), York Early College Academy (YECA), and College Now

(Data provided by Ms. Christina Miller, School Library Media Specialist)

Picture books, young adult and adult books were purchased to support York's Teacher Education program and QHSSYC and YECA curricula, as well as York College's.

Miller provided 30 information literacy sessions for students in grades 9-12: 20 sessions for QHSSYC, 9 for YECA, and 1 for a College Now class. Four of the sessions conducted for YECA students were for 10th and 11th grade students taking college courses (Speech and Cultural Anthropology) at York.

XII. Library Staff and Faculty changes

2011-2012 saw major personnel changes for the Library; Professor Hope Young, a senior faculty member retired in January 2012 after 25 years of productive service at York College Library. However, the position is still vacant and the current economic crisis will probably delay it being filled. Also, Professor Sandra Urban took one year leave from July 2011 through August 2012. Additionally, Ms. Jennefer Gordon-Clarke, a CUNY Office Assistant, was transferred to Student Development in spring 2012 and was not replaced.

In addition, two faculty members were promoted:
Ms. Anamika Dasgupta reached her ABD status and was appointed as an Assistant Professor, effective August 27, 2011; and Daniel Cleary, an Instructor since 2008, was appointed as an Assistant Professor, effective September 1, 2011.

XIII. Leadership Changes

After four years of successful leadership as Chief Librarian, Professor John Drobnicki stepped down in August 2011. The Library began the 2011-2012 academic year with a new Chief

Librarian (Prof. Njoki Kinyatti).   Because she had been a Library Faculty member at York since 1990, the setting was very familiar even though the job description was different. Also, with the assistance of former Chair (Prof. Drobnicki), the leadership transition was very successful. Thanks to Library Faculty and Staff for making the transition smooth for the new Chair. Professor Njoki Kinyatti was appointed by President Keizs as Chief Librarian in September 2011.

Thanks to the Student Government for their strong support and generosity of $30,000 to purchase books for the Library. Given the extent of administrative support, the Library's visibility and functionality on campus continues to be strong. The Library faculty and staff appreciate their support and continue to work hard to serve faculty, students, and the larger college community.

During 2011-2012, the Library underwent an Academic Program Review (See APR report).

XIV. Library Faculty Publications and Scholarship, 2011-2012

a) Publications:

Daniel E. Cleary (Assistant Professor):
Cleary, D. E. (2011, September). Review of the Science in image, sound, and motion website. *Choice*, 48, 133-134.
Cleary, D. E. (2011, December). Review of the NASA multimedia page website. *Choice*, 49, 702-703.

Anamika Dasgupta (Assistant Professor):
Dasgupta, A. (2011). Does pedagogy matter to librarians? *DisCover*, 3, 87-91.
Dasgupta, A. (2012). Received Society for Scholarly Publishing Travel Grant: $1000 + SSP Annual Meeting Registration.

John A. Drobnicki (Professor):
Drobnicki, J. A. (2011, October). Al Sears' saxophone at York Library. *Academic Affairs Update*, *5*, 12.
Drobnicki, J. A. (2011, November). Hezekiah and Charity Mills of Westport, Connecticut. *Connecticut Ancestry*, *54*, 94.
Drobnicki, J. A. (2011, September). Review of Fifty key thinkers on the Holocaust and Genocide, by Paul R. Bartrop and Steven L. Jacobs. *Choice*, *49*, 80-81.
Drobnicki, J. A. (2011, December). Review of the Nuremberg trials project website. *Choice*, *49*, 658.

Njoki-Wa-Kinyatti (Associate Professor):
Kinyatti, N. (2011). Africa and school crime and violence. In L. Finley (Ed.), *Encyclopedia of School Crime and Violence* (Vol. 1, pp. 7-11).
Kinyatti, N. (2011). Gender and school crime and violence, college. In L. Finley (Ed.), *Encyclopedia of School Crime and Violence* (Vol.1, pp. 199-203).
Kinyatti, N. (2011). Violent non-sexual crimes, college. In L. Finley (Ed.), *Encyclopedia of*

School Crime and Violence (Vol. 2, pp. 510-514).

Christina Miller (Instructor):
Miller, C. (2012, August). Review of Shadow and bone by L. Bardugo. *Voice of Youth Advocates*. 35, 274.
Miller, C. (2012, June). Review of The summer of no regrets, by Katherine Bond. *Voice of Youth Advocates*, 35, 152.
Miller, C. (2012, April). Review of for darkness shows the stars*,* by D. Peterfreund. *Voice of Youth Advocates,* 34, 79.
Miller, C. (2012, February). Review of Sudden flash youth*:* 65 short-short stories*,* by C. Perkins-Hazuka, T. Hazuka, & M. Budman (Eds*.).Voice of Youth Advocates,* 34, 598.
Miller, C. (2011, December). Review of dressing a nation: The history of U.S. fashion. *Voice of Youth Advocates*, 34, 526.
Miller, C. (Week of November 17, 2011). Online Review of How to break a dragon's heart, by C. Cowell. *Voice of Youth Advocates*.
Miller, C., Gorman, H. (2011, October). Review of Sketchy behavior by E. Magnum. *Voice of Youth Advocates,* 34, 388.
Miller, C. (2011, August). Review of Street smarts: Beyond the diploma by J. Rendel. *Voice of Youth Advocates,* 34, 303.
Miller, C., Gorman M. (2011, August). Review of My favorite band does not exist by R. T. Jeschonek. *Voice of Youth Advocates*, 34, 290.

Scott Sheidlower (Assistant Professor):
Joshua Vossler and Scott Sheidlower, (2011). Humor and Information Literacy: Practical Techniques for Library Instruction. Santa Barbara, CA: Libraries Unlimited, 2011.
Sheidlower, S. (2011). Allen, Dede. In P. C. DiMare (Ed.), *Movies in American history: An encyclopedia* (Vol. 2, pp. 549-551). Santa Barbara, CA: ABC-CLIO.
Sheidlower, S. (2011). Berkeley, Busby. In P. C. DiMare (Ed.), *Movies in American history: An encyclopedia* (Vol. 2, pp. 568-570). Santa Barbara, CA: ABC-CLIO.
Sheidlower, S. One book review in *American Reference Books Annual (ARBA).*
Sheidlower, S. (2011). Solomon, T. J. In L. L Finley (Ed.), *Encyclopedia of School Crime and Violence* (Vol. 2, pp. 446-448). Santa Barbara, CA: ABC-CLIO.

Sandra Gall Urban (Assistant Professor):
Urban, S. G. (2011). Courts of Indian Offenses (Code of Federal Regulations Courts). In P. C. Mancall (Ed.), *Encyclopedia of Native American History* (Vol. 1, pp.192-193).
Urban, S. G. (2011). Meriam Report (The Problem of Indian Administration [1928]). In P. C. Mancall.(Ed.), *Encyclopedia of Native American History* (Vol. 2, pp. 476-477).
Urban, S. G. (2011). Woodham, Luke. In L. Finley (Ed.), *Encyclopedia of School Crime and Violence* (Vol. 2, pp. 529-533).

b) Presentations:
Scott Sheidlower (Assistant Professor):
"Humor and Information Literacy" May 11, 2012: 8th Annual CUE Conference, College of Staten Island Campus/CUNY.

"Humor and Information Literacy" December 13, 2011: York College; School of Arts and Sciences; Fall 2011 Exhibition of Research, Scholarship, and Creative Work: Faculty

Book Publications.

"What's So Funny about Peace, Love and Information Literacy" September 23, 2011:
Division of Academic and Special Libraries of the Suffolk County Library Association.

C) Outside Funding:
Prof. Njoki Kinyatti received a Coordinated Collection Development Aid (CCDA) grant of
$8,251.00 from the New York State Library to be spent on Library materials. The Library also
received $1,500 in matching funds from CUNY Central for research-level collection
development to support an existing graduate program.

XV. Library Faculty College/University Service, 2011-2012

Daniel E. Cleary (Assistant Professor):
- Library Academic Program Review Committee (Co-Chair)
- Library's Liaison to York's I.T. Department
- Outcomes Assessment Committee
- Senate Library Committee
- CUNY Libraries' Serial Committee

Anamika Dasgupta (Assistant Professor):
- Library Website Committee-Chair
- Library Newsletter (Co-editor)
- Library Academic Program Review Committee
- York College Senate-Secretary
- Senate Executive Council
- CETL Advisory Board
- Gen Ed Task Force
-Teacher Education Advisory Committee
- CUNY Libraries' Electronic Resources Advisory Council (ERAC)
- CUNY Libraries' SFX Committee
- CUNY Libraries' Interlibrary Loan Committee
- University Ad-hoc Math Support for Undergraduates Committee

John A. Drobnicki (Professor):
- Library Personnel & Budget Committee
- Library Academic Program Review Committee
- Library Website Committee
- Middle States Periodic Program Review (PRR) Steering Committee
- Co-Chair, PRR Sub-Committee on Standards 1 and 7
- CUNY Libraries' Acquisitions Committee
- CUNY Libraries' Cataloging Committee
- University Libraries' E-book Requirement Task Force

Njoki-Wa-Kinyatti (Associate Professor):
- College Personnel & Budget Committee
- Library Department Personnel & Budget Committee (Chair)

- Library Academic Program Review Committee
- Technology Fee Committee
- CUNY Council of Chief Librarians
- York College Council of Chairs

Robert Machalow (Professor):
- Library Department Personnel & Budget Committee
- CUNY Libraries' Circulation Committee
- CUNY Libraries' Primary Contact
- CUNY Libraries' Archives

Christina Miller (Instructor):
- Library Environment and Signage Committee
- Library Exhibit Coordinator
- Library Academic Program Review Committee
- Library Newsletter (Co-editor)
- Common Reader Committee
- YECA Planning Committee
- LACUNY Executive Council
- LACUNY Junior Faculty Research Roundtable

Scott Sheidlower (Assistant Professor):
- Library Department Personnel & Budget Committee
- Library Academic Program Review Committee
- Academic Standards Committee
- Elections Committee
- Auxiliary Enterprises Board
- Auxiliary Enterprises, Budget and Contracts Subcommittee
-York College Alliance for Gender and Sexual Equality
- Constitution Day Committee
- Dean's List
- Pathways Committee
- LILAC (Library Information Literacy Advisory Committee)
- LACUNY Disability Roundtable Committee
- LACUNY Bibliographic Instruction Committee
- PSC Delegate Assembly (Alternate Delegate)
- PSC York College Chapter Executive Committee
- Disciplinary Committee

Di Su (Associate Professor):
- Library Personnel and Budget Committee
- Library Academic Program Review (Co-Chair)
- Library Website Committee
- College Curriculum Committee
- Faculty Development Committee
- Instruction Committee
- CUNY Libraries' Public Service Committee

XVI. Library Goals and Objectives for 2012-2013

The Library remains committed to providing high quality service to students and faculty in order to meet their research needs.

The Library will use textbook funds to purchase appropriate textbooks and e-books for students.

The Library will continue to work with the Information Technology Department to establish time limits on public computers.

The Library will continue to improve its outreach to Faculty through its Liaison program, with the goal of making Faculty more aware of our resources and services.

The Library will work with the facilities manager to explore the feasibility of rezoning the Library and upgrading the furniture.

The Library will work closely with the Chief Information Officer (Mr. Peter Tighe) to introduce Reserve Services for laptops.

The Library Faculty and Staff look forward to providing quality instructional support and service to our customers during 2012-2013. Classroom faculty, students and Senators are encouraged to serve on the Senate's Library Committee, which provides input to the Administration and to the Library Chairperson on Library services. Thanks to the 2011-2012 Library Committee Chair, Dr. Eric Metcalf (Professor of Fine & performing Arts), Prof. Daniel Cleary, the Library's representative on the Committee, and the members who served during the past year, for their advice, insights, and recommendations. We look forward to working with the members of Library Committee in the 2012-2013 academic year.