

ARCHITECTURE LIBRARY ANNUAL REPORT 2006-2007

OBJECTIVES: 2006-2007

1. Continue close collaboration with COA faculty on collection development, library instruction and course reserves.

COLLECTION DEVELOPMENT: Collection development is an ongoing collaborative effort, involving faculty and students in each of the College of Architecture's academic programs. This spring, COA faculty participated in the Library's campus-wide serials review. They were asked to evaluate serials in their respective disciplines and assign ranks to specific titles. The purpose of the review was to identify journals which are essential for teaching and research. Marginal titles may be cancelled, in order to maintain essential journals and release funds for new subscriptions.

LIBRARY INSTRUCTION: The Architecture Librarian continues to work closely with COA faculty on customized library instruction. Group and individual training sessions for new faculty and doctoral students, as well as students in the Architecture, City Planning, Building Construction, and Industrial Design masters programs, are conducted on an ongoing basis. Each session provides in-depth coverage of library resources and research tools, including: the GIL universal catalog and GIL Express; ILLiad; key databases in architecture and related fields; and online access to full-text articles and documents through Find It @GT (SFX).

Profs. Nancey Green-Leigh, Craig Zimring, David Sawicki, Felix Uhlik, and Kathy Roper routinely send their graduate students to the library for individual instruction. Last fall, the Architecture Librarian also provided small group instruction to students of Profs. Franca Trubiano, Fred Pearsall, and Benjamin Flowers.

This year, collaboration with Prof. Sabir Khan on the Common First Year Studio was less structured than in the past, focusing on intensive library training and research assistance for CFY instructors.

COURSE RESERVES: Course reserves continue to be very popular with COA faculty and students. A total of 47 instructors (19 in Architecture, 10 in the Common First Year, 12 in City and Regional Planning, 4 in the Doctoral Program, 1 in Building Construction, and 1 in Industrial Design) used the Library's reserves system this year. Students had online access to 1011 course readings (mainly journal articles) through electronic reserves.

2. Work closely with COA faculty on the implementation of revised copyright policies and procedures for reserves.

Implementation of revised copyright policies and procedures is progressing smoothly. Communication is a vital part of the process. COA faculty are kept fully informed of all changes.

3. Promote the new ILLiad Online Interlibrary Loan System.

Promotion of ILLiad is now an essential component of information and instructional services to COA students and faculty. Response has been very positive.

4. Complete the Collection Development Policy for the College of Architecture. Part 1 (“Collection Development Objectives” and “College Profile”) of a new collection development policy for the College of Architecture is complete. This project is on hold until guidelines are provided for compiling parts 2 & 3 (“Collection Development Responsibility” and “Classed Analysis”).

5. Continue preservation efforts, emphasizing stacks maintenance and book repair.

This year, a renewed emphasis on collection maintenance has greatly reduced shelving backlogs, and significantly improved conditions in the stacks. Preservation efforts have also intensified. A complete inventory of collections is currently underway. In addition to locating missing books, a primary goal of this project is to identify items which should be repaired or replaced. So far, 627 books have been rebound, or repaired in-house using archival techniques and materials. Whenever possible, replacement copies for lost or irreparably damaged books are purchased with funds from the Preston Stevens Endowment.

OTHER ACCOMPLISHMENTS

The section on “Library Resources and Services” in the Architecture Program’s Faculty Handbook has been completely revised, to include information on the Universal Catalog, GIL Express, ILLiad, etc.

Procedures for training student assistants have been streamlined, to insure consistency. Performance is constantly monitored. The training manual is also being revised, to thoroughly document duties, expectations, and policies for student workers.

Physical Improvements

In an effort to maximize utilization of the Architecture Library's limited space, constant evaluation and reorganization of general and special collections is essential. This year, the primary focus was expansion of the permanent reserve collection. Additional shelving was installed, allowing limited growth. Decisions to transfer books from the stacks, Reference, etc. to permanent reserve are based on high demand, value, condition, or other criteria.

In addition, a major reorganization of the stacks is underway. The entire general collection is being shifted to relieve overcrowding and make room for new books.

Facilities: Furnishings in the central reading area have been rearranged to create a more attractive environment for study and research, and make better use of the space. New signs, containing basic information on library resources, policies, and procedures, were created for the study tables, carrels, and computer lab. All other signage has been redesigned and updated.

Equipment: The COA provided nine new IBM computers and monitors, and an additional large format scanner for the Architecture Library's computer lab last fall. In addition, the library's four GIL workstations were upgraded with new Dell computers and flat panel monitors.

Staff: Kathy Brackney retired as Head of the Architecture Library on May 31st, 2006. Cathy Carpenter was named the Interim Head of the Architecture Library starting June 1st, 2007.

Objectives: 2007-2008 (Cathy Carpenter)

1. Have COA paint library walls, clean carpets, refinish wood reference desk.
2. Purchase new furniture that creates a more attractive and user friendly library.
3. Create a reading lounge area with comfortable seating where users can browse print journals and new books (Barnes & Noble model)
4. Allow food and drink in library to encourage use of library and use of reading lounge.
5. Provide digital cameras, camcorders, and a few laptops for COA students to use to record their projects/work. Also, purchase 2 flatbed scanners so students and visitors can scan for free rather than using copy machines.
6. Partner with Digital Initiative staff and COA administrators to collaborate on capturing lectures, conferences, etc.
7. Seek input from faculty to run trials of several inexpensive electronic image databases.

8. Collaborate with COA IT to improve computer lab services, have IT train library staff on software
9. Attend faculty meetings to introduce myself, meet COA faculty, announce changes in library and seek faculty suggestions on how to improve library.
10. Seek faculty input on monographs, course reserves and library instruction.
11. Continue preservation efforts, book repair, and stacks maintenance
12. Continue shifting general collection in order to relieve overcrowding.
13. Update Reference collection.