



annual report
2013-2014

The Library's Mission

The Hunt Library supports the Daytona and Worldwide campuses. It provides access to materials, information resources, services and facilities to students, faculty and staff in support of the University's commitment to excellence in teaching, learning, and research. As an academic support unit, the Library maintains flexibility and is proactive in meeting the changing needs of its clientele.

Highlights

Enhancing Library Services

The library in conjunction with Rodney Hartung from the EAGLEcard Center installed a scanning system to record attendance for mandatory study hours. The iPad scanner is used by Greek organizations, OBAP, ERRSA, and several ROTC programs.

Due to their popularity, two more GoPro Hero cameras were added to the library's inventory.

The library's policies governing loan periods for materials were doubled for undergraduates and graduate students as well as extended for faculty.

Staff Development

James Kline, Instructional Coordinator from First-Year Programs, presented a workshop to the library staff based on the Myers/Briggs personality type assessment. This resulted in enhanced understanding of our colleagues work styles.

The staff participated in over 126 continuing education opportunities such as webinars and conferences.

Assessment

The library continues to evaluate resources such as databases to ensure that materials are timely, reflect the current curriculum and meet the accreditation needs of the University. New research tools added to the database collection: Advanced Technologies and Aerospace Collection, Armed Conflict Database, ASM Handbooks Online, ASMA Archives Online, BrowZine, The Chronicle of Higher Education, Columbia International Affairs Online, CRCnetbase ebooks, Ebsco ebook collections, Engineering Case Studies, ScienceDirect backfiles and Web of Science.

An iPad version of the library tutorial, Library Basic Training (LBT), was added this year. Quizzes were also added to LBT, which provides the student with a grade for their efforts.

Events



The family of Charles Russell donated a scrapbook documenting his years as a military pilot during World War I and his travels while working for Continental Aircraft Engine Company.

The library digitized

the scrapbook, which is now available to researchers around the world through the University's institutional repository, ERAU Scholarly Commons. A ceremony to honor aviator Charles P. Russell and his family was held on November 8, 2013.

The Hunt Library held an open house in March 2014 for their colleagues from Student Affairs. Library staff members led them on a behind-the-scenes tour of the library. Passengers were issued a passport containing pertinent information about the services offered by the Hunt Library.



A READ poster event was held in the spring of 2014 honoring campus celebrities.

The Hunt Library hosted the semi-annual Cram with Cookies event in the spring of 2014. College Deans and Ernie the Eagle attended along with many students who enjoyed a



break from studying.

Consumed during Cram with Cookies:

- 70 pounds of bananas
- 50 pounds of apples
- 40 pizzas
- 15 dozen donuts

Involvement

The library staff continues to have a strong presence on campus by participating in all student orientation events.

Safety within the library is a high priority, and two members of the library staff, Lawrence Harlowe and Scott Harkins, were acknowledged by President Johnson for their efforts.

Research Librarians attended departmental meetings in all colleges to share library information and highlight new resources and services.

Librarians continue to serve on campus-wide committees such as Academic Computing and Campus Services, Task Force on Innovation, Celebrating the Women of ERAU Dinner, Scholarly Commons Oversight Team, Spelling Bee Committee, Graduate Studies Committee and Campus Curriculum Committee.

Presentations and Publications

Onboard from the Beginning: A Successful Library partnership with a Distance Learning PhD Program was presented by Anne Marie Casey at the Florida Association of College and Research Libraries Conference, St. Petersburg, October 18, 2013.

Gazing into the Crystal Ball: Using Scenarios for Future Visioning of a Distance Learning Library Service, was presented by Anne Marie Casey, Jon Cawthorne (Dean of Libraries at West Virginia University), Kathleen Citro, and Lynn Prine at the 16th Distance Library Services Conference, Denver, April 24, 2014.

Anne Marie and others produced a book chapter: The Triple Bottom Line: Portable Applications and Best Practices for Sustainability in Academic Libraries which was published in Focus on Education for Sustainability: Toolkit for Academic Libraries.

Staff News

Hannah Wright (Boswell) joined the Access Services Team. Access Services Evening Technician, Debbie Walter, left to return to her home state.

Dr. Anne Marie Casey, Library Director, was named Dean of Retention and Student Success and Kathleen Citro, the Associate Director for Research and Worldwide Library Services, was named Library Director.

Hunter Eck started as the library's Catalog Management Librarian in January 2014.

Jan Lundgren, Research Librarian, retired after 10 years with the University.

Cindy Watson, Cataloging Technical Assistant, left the University and returned to New Zealand.

Ed Murphy, Research Librarian, left the University to seek new opportunities.

Hunt Library Strategic Directions - 2013-2016

The Hunt Library developed Strategic Directions for 2013-2016 to serve as a focus for continued growth and development of the library's resources and services.

June 30, 2013 – July 1, 2014 Goals, Activities and Accomplishments are:

Strategic Direction 1: *Provide easy access to Library collections, excellent customer service, and student study space through the transitions to temporary and new permanent locations.*

goal: Develop a plan for ease-of-accessibility to physical collections in the temporary Library location.

activity

Create flexible policies to accommodate student needs while still monitoring the use of the collections and ensuring their safety and availability.

Develop a process and procedure for accessing the off-site collection.

Explore access options to off-site materials needed for research requests.

accomplishment

Reserve books, and other library-use only materials, may be allowed out of the building for a three-hour checkout as seating space in the temporary library will be limited.

The library staff are exploring various ways to retrieve materials from the storage locations using Voyager tools. The library staff has developed a method to use Voyager to easily change holding locations for materials stored in various locations.

The Research Librarians developed a process to utilize when off-site resources are needed to answer research questions.

goal: Develop a floor plan for the temporary location that allows for a balance of group study space, quiet study space, technology, selected collections, and functional staff space.

activity

Develop the floor plan for the temporary location by April 30, 2014.

accomplishment

The Management Team members responsible for the layout have turned over their ideas to the Facilities department and are waiting to work with the selected architect to finalize the layout.

goal: Begin planning for new Library space.

activity

Participate in the planning process for the new library space.

accomplishment

Not started. An architect has not been selected for the project.

Strategic Direction 2: Facilitate open access to the research and creative works of faculty, students and staff.

goal: Facilitate the digitization of Library and archival materials for publication in Scholarly Commons.

activity

Digitize the Space Congress proceedings and publish them in Scholarly Commons.

Develop policies and procedures for librarians, including training where necessary, who are assisting faculty with their Selected Works sites and Scholarly Commons submissions.

accomplishment

All available Space Congress proceedings have been scanned and posted to Scholarly Commons. The preservation team is working on borrowing the missing volumes through interlibrary loan and scanning them to include in Scholarly Commons.

Hired a student assistant to work with scanning activities.

Collection Management Technician assisted with scanning items.

Procedures were developed and a team of library staff formed to help faculty with submitting research to the University's institutional repository.

Total faculty members represented in Selected Works: 38.

Total downloads worldwide from Scholarly Commons: 98,654.

Total uploads: 3,753.

Total conferences hosted at ERAU: 6.

The number of open-access electronic journals published by the University is growing. Currently there are 3 titles freely available to researchers around the world:

- Beyond: Undergraduate Research Journal
- International Journal of Aviation, Aeronautics, and Aerospace
- Journal of Aviation/Aerospace Education & Research

Strategic Direction 3: Enhance virtual collections, instruction and research assistance.

goal: Increase the percentage of Library resources in electronic format.

activity

Increase electronic holdings by 40%.

accomplishment

eBooks owned 5,004 – increase of 820 eBooks (19%).

eBooks leased 72,256 – increase of 22,226 eBooks (58%).

eJournal subscriptions 73 – increase of 26 (55%).

Thousands of eJournals accessible from aggregators such as ProQuest.

goal: Increase online instruction (e.g., point-of-use short videos, Research Guides).

activity

Develop and implement procedures to include database tutorial videos in database help guides.

Develop criteria for the assessment of research guides.

accomplishment

All databases were reviewed and links to available commercial video tutorials were added to the corresponding database help guide.

Assessment work on research guides was started during fall 2013. Additional work postponed until fall 2015 semester.

Strategic Direction 4: Preserve the University's collections of rare and unique information resources.

goal: Investigate how to preserve special and unique print collections digitally.

activity

Prioritize collections to be digitized and preserved electronically.

accomplishment

The library's collection of historical aviation materials were evaluated by experts in preservation and digitization (History Associates, Inc.) and a report was produced covering options for their future care.

Strategic Direction 5: Develop new research and service partnerships.

goal: Explore new partnerships with other departments in the Student Affairs Division to enhance the student experience on the Daytona Beach campus.

activity

Participate in student orientation/awareness activities.

accomplishment

Library staff participated in a number of activities:

- Orientation events: Fall, Spring, Summer
- Blue & Gold Week parade, November 2013
- Cram with Cookies, December 2013 and April 2014
- Graduations: December 2013 and May 2014
- Family Weekend, February 2014
- Food Brings Hope events, March-May 2014
- On campus open houses including hosting a Hunt Library open house in March 2014
- Women of ERAU dinner, March 2014
- Campus Showcase, April 2014
- Sneak Preview Day, April 2014
- Women in Aviation Day, April 2014
- Students First Day, April 2014
- Adult Spelling Bee, May 2014

Although the library does many assessment activities throughout the year, the Spring Student Satisfaction Survey provides the best overview of student perceptions of the library. Comments such as these prove that we are meeting our mission and goal of providing exemplary customer service and that the library remains a valuable asset to students.

“The Library and staff are excellent.”