

CLASSICS LIBRARY
ABBREVIATED ANNUAL REPORT, July 1, 2015 – June 30, 2016

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Interim Head of Classics Library/Interim Classics Librarian (8/16/15-5/15/2016)

I Unit Narrative

Summer 2015 through Summer 2016 were a time of transition for the Classics Library. Mark Wardecker left for another position and was replaced on an interim basis by Kirstin Dougan, Music and Performing Arts Librarian. During the year, I (Kirstin) worked to familiarize myself with Classics' collections and research tools and attempted to spend Classics collection funds in a responsible matter. Specifically, some examples are as follows:

- Collaborated with librarians in Ricker, HPNL, LLL, MPAL, and visual resources about new orders, existing materials, and LibGuides
- Manually created a shelflist for Classics journals holdings so that a location code could be created for those titles housed outside of Classics' main space
- Finished project started by Mark Wardecker to move some journal holdings to Oak Street or STX
- Assigned staff member to evaluate a large complex monographic series set to determine whether we are missing volumes and to improve its cataloging and classification
- Upgraded Classics' LibGuides into new version of software and created new guides for basic Classics research and museum resources for classicists

Much of the year, however, was spent planning for the merger of Classics with LLL. This involved numerous meetings; working to evaluate existing collections for scope, size, and usage and recommend determinations for location post-merger; communicating with the Classics Department about proposed changes and getting feedback regarding the folio and journals collections especially.

II Statistical Profile

1. Facilities

- User seating counts (if applicable)
 - at tables 14
 - at carrels 8
 - at public workstations 3
 - at index tables 0
 - in group study rooms 0
 - informal/other 3 informal + 8 in seminar room (11)
- Number of hours open to the public per week (if applicable)
 - Summer II 2015 40
 - Fall 2015 52

- Spring 2016 52
- Closed to public starting in June 2016 for merger with LLL

2. Personnel

- List, by name, all faculty, Academic Professionals, civil service staff, and Graduate Assistants assigned to the unit in FY16.
 - Kimberly Lerch, Civil Service Staff, 1.0 FTE
 - Kirstin Dougan, Faculty, .50 FTE
- Specify the amount of the unit’s FY16 Student Assistant wage budget and Student Assistant FTE.
 - Budgeted \$9,467 / Spent \$6,057
 - Student FTEs .55/week (Fall and Spring)

3. User Services

Most of the following data has been generated by the Office of User Services and will be available at G:\StatsForAnnualReport2016

- Actual Gate Count: 7603
- Circulation (from Voyager circulation reports)

Charges	Renewals	Discharges
4018	6246	4161

- Reference interactions (from DeskTracker, actual): 87
- Presentations (from the Instructional Statistics database): none