

Unit Narrative

Major Activities and Accomplishments

Scanning initiatives

- 322 titles sent comprised of over 2100 images of sheets or individual pages, in 5 groups (September, December, January, March, June). Content primarily added to Rivers, Railroads, and Sanborn digital collections. June sending included initial contents for new (to be released in fall 2023) collections – Civil War and 1920s. Sanborn scanning -- completed scanning of materials released into the public domain on January 1, 2023; completed scanning of materials to be held for release into the public domain on January 1, 2024
- Began using Aeon to submit patron-driven requests – this has not been without its challenges as the Map Library does not receive a regular flow of patron request for scanning. Each time the online forms need to be completed, it feels as if we are reinventing the wheel. Additionally, more often than not, after sending a patron-driven request via Aeon, the Map Library receives an e-mail back from Digitization Services about how we did not complete the form/process correctly.
- 1893 Champaign County atlas – an article appeared in the *News Gazette* about a copy of a Champaign County atlas, published in 1893, that had been discovered someplace in the community. The Library was contacted about possibly scanning this privately held item. Only in very specific cases will Digitization Services scan non-Library materials. The Library holds 3 copies of the atlas, all imperfect, in Rare Books, Illinois History, and Main Stacks (currently in the custody of the Map Library). A meeting was held to examine all 3 copies and to select pages/plates from each to be scanned and create a “Frankenstein” digital copy for inclusion in the Illinois History and Lincoln Collection’s digital collection of Illinois county atlases. For a variety of reasons, scanning had to be delayed; it will probably be completed during 2024.
- Scanning more maps of Africa (additional journals) – meetings and multiple conversations regarding expanding the “Maps of Africa to 1900” digital collection were held with staff from Digitization Services, Preservation/Conservation and the Map Library and subject specialist Atoma Batoma, his graduate assistant, and Thomas Bassett (Emeritus Professor, Geography) to discuss adding to the holdings in the “Maps of Africa to 1900” digital collection by scanning additional maps found in bound journals from the UIUC Library’s collection. Although this digital collection is stewarded by the Rare Book and Manuscript Library, that unit actually has little vested interest in the collection and was not included in the conversation. The collection’s foundation materials were originally inventoried in Bassett’s cartobibliography *Maps of Africa to 1900* (2000), which did not exhaust possibilities in the UIUC Library’s collections. The initial collection has been augmented by scanning of materials in Bassett’s private collection (see below). Batoma and Bassett would like other, in many cases not yet discovered or identified, maps from 19th century journals to be scanned on an ongoing basis and added to the “Maps of Africa to 1900” collection. This idea has merit and would be of great assistance in providing access to maps published in journals, in particular to folded maps which typically are scanned by HathiTrust while folded. (It is an idea that eventually should be expanded to include all folded maps in journals.) The project’s graduate assistant has been collecting information about maps of Africa (but of no other areas) found in journals. The project scope, in terms of journal titles or number of maps, is not clear. Each time we met, it seemed that the scope of journals to be

looked at had expanded yet there was little forward progress in listing target maps in an Excel spreadsheet. The project would impact or require resources of multiple Library units: Map Library, Preservation/Conservation, Digitization Services on an ongoing basis into the unforeseeable future. A workflow to move volumes and maps from unit to unit to unit would need to be designed. No unit could fall behind and create a bottleneck. Decisions would need to be made about removing, at large scale, maps from volumes, including whether only maps for the Africa collection would be removed or if all maps would be removed pending future scanning projects. Wholesale removal of folded materials bound into volumes is not standard practice in the UIUC Library and would need to be carefully documented. Pres/Con: map removal; encapsulation. Map Library: metadata/cataloging data; item storage post scanning. Digitization Services: scanning; upload to digital collection; stewardship of image files. The three units had an extended conversation about the project in late spring and came to the conclusion that at the present time we do not have the capacity to take on a project of unknown size and scope like this. If the project, either solely maps of Africa or all folded maps, could be scoped and divided into manageable units, we would be interested in considering it again.

Cataloging/Processing

- Completed refresh/revision of map cataloging manual – this work was started in spring 2021 and was not finished until summer 2023. The revision will be printed and placed into binders for the start of the fall 2023 semester.
- James A. Bier Map Collection – as of June 30, 2023, 685 titles in the online collection included the access point “James A. Bier Map Collection (University of Illinois at Urbana-Champaign Library).” Cataloging the collection, which was received in 3 large groups, began in January 2023. A process document was created for the unit’s map cataloging manual. It is anticipated that cataloging the printed portion of this gift will be completed in fall 2023. There also is a substantial group of manuscript materials which need to be treated separately because of their physical composition and condition. See below for more information.
- Roger Hellyer/Alan Godfrey – the gift was received in early summer 2022 and unpacked and arranged in map number order on top of vertical files at the back of Room 418. A student assistant created an Excel-based inventory list.
- Compensating for lack of access to digital library collections through online catalog – to better track, via records in the catalog, which Map Library items have been scanned, a project was begun to retrospectively add to holding records (field 852) a pair of fields. Private note: Scanned [mm/yyyy]. Public note: Scanned for Digital Collection – [collection name] ([short URL]). The short URL, which is not a link but can be copied and pasted, will take users to the collection where the image can be found. A stopgap until individual titles in digital collections appear in the catalog, but potentially useful as a way of moving people from the catalog to looking at images.
- Host bibliographic records – 430-line spreadsheet of “group folders” in Oak Street Map location (osma) – nearly all resolved. Problems remaining revolve around lack of related records, problems in relinking holdings, or records not appearing in search results. Having the bulk of this work done should increase speed in processing remaining Geology Library maps for Oak Street
- MARCette records – approximately half of the MARCettes identified as describing map collection holdings were replaced with full bibliographic records. MARCette records were identified in areas of the collection which had been targeted for work for other reasons.

Use of John Thompson and Jeanne Scharre Thompson Endowment Fund

Professor and Mrs. Thompson established an endowment to support students in the University Library, not to build collections. This paralleled their establishment of scholarships in academic departments/programs elsewhere on campus. The unit head interpreted the language of the grant perhaps more strictly than needed, thinking that the endowment was intended to support employing Geography majors only by the Map Library. Since the year that the endowment became available to use, only one Geography major was enticed to work in the Map Library (fall 2022), and he remained for only one semester. During the year, Erik Chapman reached out directly to the Department of Geography and Geographic Information Science to recruit student employees. This attempt was not successful. So, the language was reviewed in consultation with a member of Library Human Resources and Business and reinterpreted more broadly to be understood that, while Geography students would be preferred, undergraduates from any program could be supported using the fund. The fund will be tapped more rigorously beginning in fall 2023.

Important Acquisitions

The unit head's curated wishlist was divided into 2 portions, "Master Wishlist – to \$5000" and "Desiderata thoughts -- \$5000+," to facilitate quicker response to queries from Library Advancement looking for ways to meet donor interests and to better track higher-priced items for inclusion on a rolling desiderata list curated by the Library's Office of Collections. At the time of writing this report, the items on the two lists totaled \$437,787 and \$14,660, respectively.

Library Friends support

Corresponded with 27 Library Friends after receiving monetary gifts in support of purchases of items listed on "Library is Looking For" (LILF). LILF has become a critical mainstay of the Map Library's collection development efforts.

Selective List of Friends and Endowment Support

- *Andersonville Prison as it Appeared August 1st 1864* (1885)
- *Bajo la Zarpa Britanica = Breve Historia del Militarism Ingles* (1918)
- *Route of the Mormon Pioneers to Salt Lake City* (1899)
- *Camps des Prisonniers Français d'après des Documents du Ministère des Prisonniers de la France Libérée* (1944)
- [Complete and Detailed Revised Survey Map of the Empire] (title on piece in Japanese) (1888)
- *Le Reve du Fou = The Madman's Dream* (1914)
- *Map of the Old Reliable Hannibal and St Joseph Short Line: Always on Time* (1882)
- *Atlas Containing Maps of the Chicago River, Illinois, and its Branches* (1899)
- *Hark! Hark! The Dogs Do Bark!* (1914)
- *Anciente Mappe of Fairy Land Newly Discovered and Set Forth -- promotional material* (1921)

Cooperative funding

Assistance from Library colleagues continues to be essential in building the collection.

Selective List of Support from Colleagues

- *Sketch of Instruction Trenches at Camp Grant, IL* (1917)
- *Rice's Pathfinder of Chicago, IL/Wi/IN/MI* (1925)
- *Imperialismus Ohrozuje Mir na Blizkem a Strednim Vychode* (1987)

- *A Century of Progress 1933 International Exposition* (original artwork) (1933)
- *Adamantia: the Diamond and Gold Fields of South Africa* (1873)
- [New Cartoon View of the World] (title on piece in Japanese) (1934)

End of year funding/Desiderata list

Each year the AUL for Collections/Office of Collections asks members of the Collection Development Committee to submit or to assist division colleagues in submitting titles to a desiderata list to focus on big-ticket items to spend out end-of-year funds. The results of this for the Map Library have been mixed. At the end of the year, three items were placed on the list on behalf of the Map Library: *Seat of War: Bird's Eye View of part of Maryland, District of Columbia, and Part of Virginia* (1863), \$9,500 ; *Jasper and Vicinity... Quick Method for Field Map Printing* (1863), \$19,500 ; *Palästina-Wirtschafts-Atlas* (1926), \$8,500. Although the cost for these 3 titles, even the cost of the 3 titles totaled, was much more modest than titles ultimately selected for funding, the maps were not chosen. When asked about this, the AUL for Collections explained that it was “too late in the fiscal year to order and receive printed materials” thus all of the items funded through the spring 2023 desiderata list were electronic resources. If the unit head had been contacted regarding this concern, she would have been able to work with vendors, who typically offer rapid turnaround time of orders, to ensure that materials were received and invoiced in time to be paid on FY23 funds. This was a missed opportunity because of lack of conversation. Additionally, given the price tag (and associated perceived value) of most of the other items on the list, it is not clear if it is appropriate to be including relatively less expensive items on the desiderata list.

Interestingly, after the unit head's questions regarding price tag parameters for the desiderata list, the upper end for “Library is Looking For” (LILF) entries was increased from \$5,000 to \$10,000. Hypothetically, this bridges the price gap between the upper end of LILF and a tacitly expressed lower end for the desiderata list. But, the increase in the upper end for LILF is not necessarily going to assist the Map Library in acquiring items exceeding the low \$1000s because items placed on the list for the Map Library exceeding \$2500 generally have not garnered any interest from Library Friends.

Gifts – received and anticipated

- James A. Bier Map Collection – received in 3 segments: pre-COVID, November 2022, January 2023. Printed and manuscript materials from the studio of UIUC Professor James A. Bier. Processing continues and, for print materials, is anticipated to be completed during the 2023-2024 academic year
- Roger Hellyer/Alan Godfrey – received in late FY22, unpacked and arranged in map number during summer 2022. Anticipate cataloging during the 2023-2024 academic year. It was intended to establish a standing order with the publisher to receive new maps as published. The standing order was negotiated between the unit head and Alan Godfrey during fall 2022 via e-mail but Alan Godfrey did not follow up and complete required state vendor paperwork so the standing order could not be placed. Godfrey was reluctant to work with the Library on the standing order citing the perceived burden of creating invoices even though he was reassured that the invoice could simply state “24 maps to fill standing order” rather than listing each map separately. It can only be assumed that the state-required paperwork was perceived as daunting and taking too much time. Thus, it was not completed. An opportunity missed.
- Tom Bassett – Professor Bassett, Professor Emeritus Geography, has long been acquiring maps of Africa to support his research and with an eye toward gifting the collection to the University Library when he no longer required it. The unit head paid a December visit to Bassett's home and throughout the year had multiple visits/phone calls in the Map Library office. A meeting

with Bassett and the head of the Rare Book and Manuscript Library (RBML) was held. RBML has some level of interest in these materials because of some of their publication dates and because of Bassett's prior work with RBML to scan pre-1900 maps of Africa stewarded by RBML as separate publications, in atlases, and bound in journals. The Map Library unit head drafted a gift proposal after the multiple conversations and e-mail exchanges and distributed it to Bassett, the RBML unit head, and Library Advancement. Anticipated processing of gift beginning summer 2024.

Challenges (Pain Points)

Collection funding

The success of finding other funding sources does **not** indicate that the funds allocated for the purchase of cartographic materials can be or should be reduced. While Library Friends and appeals through "Library is Looking For" (LILF) are useful, and we have acquired a number of significant titles in this way, LILF appeals are always targeting specific acquisitions. There is no flexibility in the use of funds acquired through the work of the Library Advancement office. Appealing to colleagues outside of the Map Library has yielded good results but colleagues may not be able to assist in purchasing more expensive items. During FY23, the unit head purposefully did not approach Library colleagues for acquisitions assistance as often as in previous years because of an understanding of pressures on their funds because of inflation as well as the weak markets the previous year which had negative effects on endowment funds.

The Map Library does not have an active or mature endowment for collection development. The only endowment available to the Map Library directly, without going through other colleagues to access funds that they steward, is the Thompson endowment which is not intended to support collection building.

Need for graduate assistants or graduate hourly employees

The Map Library lacks a graduate assistant; a graduate assistant was requested during the FY22 mid-year request process for FY23 but denied.

The unit has 3 full time staff, the unit head (Jenny Marie Johnson), a senior library specialist who focuses on daily operations, circulation, collection processing, and supervising student assistants (Erik Chapman), and a senior library specialist (David Griffiths) who focuses on cataloging maps, not only maps found in the Map Library but maps from the former Geology Library and maps received through the federal government depository program as well as other specialized materials and along with assisting catalogers elsewhere with government document related cataloging.

The unit head more than administers the unit. She also is the leader or primarily/sole individual responsible for a myriad of other tasks at a wide variety of levels ranging from professional to unskilled. (see FY22 unit annual report for listing). As a result, some tasks or projects remain incomplete for too long or take longer than anticipated. Tasks imposed by external forces, such as preparing for instruction sessions or to send materials for scanning, take priority over Map Library priorities which are pushed aside to meet external expectations. The work which is being delayed is beyond what can be expected of the typical undergraduate student assistant working 6-8 hours/week. Assistance is needed at a level beyond a minimum wage undergraduate student assistant.

In response to not receiving funds for a graduate assistant/hourly for FY23, the Map Library used part of its allocated wage budget to upgrade one of the unit's minimum wage student assistants into a slightly-higher wage "Senior Library Student Assistant" position. The position was filled by an experienced undergraduate who was tasked with projects such as verifying that Sanborns were appearing in the Sanborn Digital Collection and adding notes about scanning to holding records in Alma. Although the project moved along, and even though detailed documentation was supplied, the student did not fully understand what was required. Process drift occurred, and corrections need to be made.

A request for a wage budget ample enough to employ a graduate hourly, a senior library student assistant, and regular library student assistants at the current level was submitted in May but the resulting allocation does little more than support the January 1, 2024 anticipated increase in minimum wage.

Scanning/Creation of digital content

The Map Library was invited, as in the previous year, to send materials to Digitization Services 5 times during the fiscal year (September, December, January, March, June). Three of the sendings were primarily Sanborn fire insurance map sheets and a fourth was 2/3 comprised of Sanborn sheets. Trying to be pro-active, Sanborns are being scanned well in advance of the January 1 date upon which they move into the public domain. But this eats up most of the preparation and scanning capacity leaving little room for other types of maps. Other collections are being built but much more slowly than anticipated or as is desirable. Fortunately, we are to the point in the Sanborn production history where the number of sheets being produced each year is beginning to slowly taper off. Digitization Services staff like (enjoy?) working with Sanborns because they are a predictable size and can be worked through fairly quickly.

Unfortunately, the items that we really should be able to focus more time and energy on are irregular in size and cannot be as easily predicated as to their specific imaging needs. In these cases, scanning feels as if it is throttled – at both ends of the process (Map Library and Digitization Services). Single-sheet or small set monograph maps take more time in the Map Library to identify, locate, select, and prepare (verification of full and correct cataloging, quick in-Map Library mending) than Sanborn sets (all of which were completely cataloged during the past 20 years and thus have appropriate pre-existing records). On the scanning end, some of these titles are quite large necessitating multiple images and painstaking image seaming or stitching.

Regardless of cartographic material type, the pre-scanning preparations done in the Map Library to support unit-driving scanning are overwhelming. They can easily take up most of a week or more prior to delivery down the hall to Digitization Services. The majority of preparation falls on the shoulders of one individual, the unit head. This crunch is especially painful if it coincides with library instruction preparations (see next section).

Instruction Preparation

While not necessarily a challenge but rather a fact of life in a map library, the amount of time required to prepare for library instruction sessions in the Map Library needs to be acknowledged. Library instruction events in the Map Library are time-and labor-intensive. As with the preparation and support of other activities, more time is needed to prepare for classes in the Map Library than in most other Library units. For a class like History 200, where small groups of students are sent throughout the Main Library to visit specific libraries and write descriptions of materials that they viewed, it can take 2-3 hours to identify and retrieve a group of materials applicable to that semester's course (the topic

changes each semester with a change in instructor); typically, 15-20 objects (maps, atlases, aerial photographs) are on display. Other classes, such as a class on sub-Saharan Africa and another titled "Writing Across Media," require 15 or more hours of preparation time – these are classes that have come to the Map Library repeatedly but materials need to be reviewed, decisions made about including newly acquired materials, narrative text needs to be written (the Map Library is set up "museum style" for these classes), and a bibliography/cartobibliography needs to be prepared. The spring 2023 "Writing Across Media" class received an 8-page bibliography/cartobibliography with 3 pages devoted to listing texts about cartography, history of cartography, map interpretation and other core topics and 5 pages that included citations for the 53 items on display.

We have shied away from offering remote sessions to instructors for their classes because of two factors. The first is the additional burden of time required to photograph (because most are too large to fit on the unit's desktop scanner) materials and create a "canned" presentation. The second, again related to size, is that the materials in the Map Library do not translate well to a screen in either a canned (PowerPoint) or a live (Zoom) presentation.

All of the instruction work falls on the shoulders of a single individual, the unit head. When library instruction sessions are scheduled, time must be blocked well in advance to do the needed preparation; the time is blocked at the expense and exclusion of all other activities or projects.

Significant Changes (Personnel)

None

Contribution to Library-wide Programs

- Library Advancement – worked with Library Advancement staff to select items from Map Library collections for inclusion in publications for 2022-2023 intended for distribution to Library Friends/donors and potential donors (2023 calendar, 2022 holiday card, donor "premium" bookmark). *Jenny Marie Johnson* wrote all descriptive text and facilitated item scanning and Library Advancement access to image files. Conducted 4 in-unit "show and tell" sessions for new Advancement staff and at Advancement request for donors/Library Friends
- Collection management – *David Griffith* contributed 277 (223 new, 54 edited) name authority records through the NACO program and assisted catalogers in ACS who are working with government document materials; continued to work on cataloging the limited number of geologic maps that had been relocated for processing to the Map Library after their move from Oak Street to the subbasement of the Main Library. *Jenny Marie Johnson* served on the CAPT Cataloging and Metadata Committee and Collection Development Committee
- Digital content creation – prepared materials and facilitated scanning for previously established collections (Sanborn fire insurance maps, river maps, railroad maps) and 2 new collections (Civil War, 1920s)
- Staff training and development – all full-time staff completed all state/university required online training on time; *Jenny Marie Johnson* served on 2 peer review committees (one as appointed member, other as sabbatical substitute); *Erik Chapman* served on Library Staff Steering Committee (vice chair); Library Council Implementation Team; Library Ambassador (new hire)
- DEIA -- *Erik Chapman* served on Diversity, Equality, Inclusion, and Access Task Force and DEIA Training Module Implementation Team; iACRL (Illinois division of the Association of College and Research Libraries) Diversity, Equality, and Inclusion Committee

- Graduate assistant contact and training – 2 sessions of fall Hub training
- Outreach – UIUC Talk Show (interview November 2022, released on YouTube spring 2023), article in *Storied*
- Library instruction for non-University groups – Leal Elementary School 5th graders, Altrusa

Participation in Other, Extra-Library Programs

Jenny Marie Johnson

- Attended annual meeting of North American Cartographic Information Society, October 2022, Minneapolis
- Attended the Kenneth Nebenzahl, Jr. Lecture in the History of Cartography, Newberry Library, Chicago, November 2022
- Appointed Executive Director, North American Cartographic Information Society, April 2023

Erik Chapman

- Charitable Fund Drive Committee

Progress on Fiscal Year 2023 Goals (as articulated in FY 2022 report)

- Clean up host bibliographic records in the Map Library Oak Street location (osma) – see above
- Complete scan of 1927 Sanborn fire insurance maps, begin scan of 1928 Sanborn sets; scan as identified or acquired railroad maps, river maps, World War One maps, maps of 1920s, and Civil War maps – see above
- Create new digital collections for Civil War maps and maps of 1920s – see above
- Partner with Library IT and/or Digitization Services to provide linked access from cataloging records for map sets housed at Oak Street to scanned images of graphic indexes and sample map sections – no progress
- Continue cataloging of geologic maps stored in Map Library’s Room 408 and transfer to Oak Street – beyond tying up loose ends from spring 2022, no substantial progress
- Plan and implement process for correcting problems of incorrectly processed geologic maps transferred to Oak Street prior to Geology Library closure – no progress
- Complete website transformation – no progress
- Complete call number shift from Dewey to Library of Congress system for volumes in Map Library office – limited progress
- Relocate sizable, physically sturdy, accompanying texts from vertical files onto book shelves with change in location from mavert (vertical files) to max (open shelves) – first sweep done, needs fine tuning as there are still items in vertical files that could be moved but were not identified by students assigned to task
- Catalog small sets of air photos relocated from office; scan indexes and add to Aerial Photography Index Maps digital collection – no progress

Goals for Fiscal year 2024

- Write documentation for processing groups/collections of materials including: Roger Hellyer/Alan Godfrey maps, Eugene D. Derdeyn maps, Karpinski maps, newspaper maps, University farmlands maps, World War II NewsMaps
- Complete processing of James A. Bier Map Collection (printed publications) and begin processing associated archival/manuscript materials
- Process other collections (Hellyer/Godfrey, Derdeyn, Karpinski, newspaper, University farmlands, World War II Newsmaps) prior to arrival of Bassett materials
- Write processing document for Thomas J. Bassett Maps of Africa collection
- Complete process of checking materials sent to Digitization Services for inclusion in digital collections and creating general navigation assistance from monograph records for original print in catalog to digital collection containing digital proxy
- Continue, with planned completion, cataloging of geologic maps stored in Map Library's Room 408 and transfer to Oak Street
- Complete scan of 1928 and 1929 Sanborn fire insurance maps
- Complete website transformation begun during COVID-19 closure
- Complete call number shift from Dewey to Library of Congress system for volumes in Map Library office
- Deliver information regarding potential 19th-century heavy metal bindings in Map Library
- Catalog small sets of air photos relocated from office; scan indexes and add to Aerial Photography Index Maps digital collection
- Restructure unit statistical gathering in light of new statistics (LibInSight) webform

Unscheduled Goals

- Check/update previous work and continue work to catalog Illinois 1:24,000-scale topographic quadrangles
- Resume map collection shift and bibliographic check of maps filed in Room 418
- Revise print guides
- Knoedler air photo finding aid development
- Investigate unverified holdings/locations errors for cartographic materials in "Geology maps" and "Library Main Stacks"
- Plan for assessment and potential transfer of cartographic materials held in Main Stacks (quartos, folios, Government Documents) to Map Library or Oak Street, assisting with Main Stacks preparations for building project
- Work with planning team(s) to develop plans for Map Library in new space
- Remove incorrect tables of contents and image links from bibliographic records for 1st groups of atlases transferred to Oak Street Library Facility 15-20 years ago
- Partner with Library IT and/or Digitization Services to provide linked access from cataloging records for map sets housed at Oak Street to scanned images of graphic indexes and sample map sections
- Plan and implement process for correcting problems of incorrectly processed geologic maps transferred to Oak Street prior to Geology Library closure

Statistical Profile

Facilities

Seating

- 12-16 at table
- 1 at public computer
- 1 at computer workstation/scanning station

Hours open (per week)

Time Period	Days and Hours	Hours/Week
Summer II (July 1-August 21)	Monday-Friday, 1:00-5:00pm	20
Fall 2022 (August 22-December 16)	Monday-Friday, 8:30am-5:00pm	42.5
Fall Break 2022 (November 21-23) – closed November 24-25	Monday-Friday, 1:00-5:00pm	12
Winter Break 2022/2023 (December 19-January 13) – closed December 23-January 2	Monday-Friday, 1:00-5:00pm	20
Spring 2023 (January 17-May 12)	Monday-Friday, 8:30am-5:00pm	42.5
Spring Break 2023 (March 13-17)	Monday-Friday, 1:00-5:00pm	20
Summer I (May 15-June 30)	Monday-Friday, 1:00-5:00pm	20

Personnel

Jenny Marie Johnson – unit head – 1 FTE

Erik Chapman – senior library specialist (operations) – 1 FTE

David Griffiths – senior library specialist (cartographic materials cataloging) – 1 FTE

Hourly wage budget -- \$16,530

User Services

Gate Count (FY23 Sweeps Weeks)

- Fall 2022 -- 365
- Spring 2023 -- 422

Circulation

- Alma (initial loans plus renewals) – 895
- Manual – 12 (this number greatly lower than previous years as heavy air photo users are now tending to scan photographs in-Library rather than taking them elsewhere to scan)
- Refiling/reshelving – a better view of Map Library use as many items do not circulate (numbers typically low counts)
Maps – 4,605
Books – 798
Air photos – 1,874

Reference interactions

Presentations

Synchronous – 16 (includes 2 Zoom)

Collection Management

According to a centrally prepared report, the Map Library added 3,530 items to its collection during the year. Of these, 3,345 would have undoubtedly been processed in the Map Library – including 3,329 maps. Looking at the same report, 52 maps were added to the Oak Street Remote Storage facility – this count is low and does not represent actual work required as item records (aka barcodes) are created at the folder level, not the individual piece/map/sheet level. Folder can contain up to 50 individual pieces. Additionally, these items are not necessarily new to the collection; in many instances, they are new to the database as long-held items are finally completely processed or processed correctly.

The follow statistics come from counts kept internally in the Map Library. Counts are low as some statistics sheets were misplaced.

Map Acquisitions

Total map and aerial photograph holdings at end of previous year	630,297
Cataloged maps	776
Non-cataloged maps	
Aerial photographs	
Gross additions	776
Maps withdrawn	42
Net new additions	734
Total map^ and aerial photograph* holdings	631,031

^Partially includes 164,108 map sheets (as of June 30, 2023) now housed at Oak Street. This number of map sheets includes maps transferred to Oak Street from the Map Library as well as some from the former Geology Library. We do not have an approximate or estimated number of total map sheets in map cases at Oak Street because of the uncounted transfer of maps to Oak Street (osma) from the former Geology Library. The rate of transfer of maps from the Map Library to Oak Street has declined substantially; most sets transferred recently have been identified through collection shift project The Map Library continues to be responsible for bibliographic control and access to these in-room/in-library use only items regardless of their library of origin.

*Aerial photograph holdings subtotal = 190,261. Does not include ca. 80,000 unprocessed aerial photograph negatives received as gift in 2000/20001, unknown number of prints received as a gift in 2014 for Lake County, stereograms that comprise the collection of the University’s (defunct) Committee on Aerial Photography, or Champaign County sets inventoried during fall 2021 but not yet cataloged.

Map Cataloging – does NOT include any work done with maps from the former Geology Library
Original Cataloging or Extensive Record Edits – items new to collection

- Records – 360
- Pieces – 411

Copy Cataloging – items new to collection

- Records – 254
- Pieces – 365

Original Cataloging – items already in collection

- Records – 702
- Pieces – 718

Copy Cataloging – items already in collection

- Records – 365
- Pieces – 681

Geology Map Cataloging (clean up after spring 2022) – items already in collection

Original Cataloging

- Records – 4
- Pieces – 165

Copy Cataloging

- Records – 10
- Pieces – 12