

STATUS OF UNIT OBJECTIVES

MAJOR UNIT: Academic Affairs

SUBUNIT: Library

DEPARTMENT: Health Science

TIME PERIOD: December 2012

RESPONSIBLE PERSON: Inga S. Moten

TITLE: Health Sciences Reference Librarian

MAJOR UNIT: ACADEMIC AFFAIRS						
DEPARTMENT: UNIVERSITY LIBRARY – HEALTH SCIENCE						
NO.	UNIT OBJECTIVES	ACTIVITES	METHODS OF ASSESSMENT	CRITERIA FOR SUCCESS	RESULTS	USE OF RESULTS
1.	To coordinate use of materials, resources and services that address research and information needs of the College of Health Sciences users.	LWLC liaison for the CoHS.	Feedback from COHS users in the form of electronic responses from IL session evaluations as a tool to adjust teaching practices and faculty input as a tool to adjust selection of materials.	Report of activities in month How Goes It Report.	HS library student assistants completed project with Collection Development Librarian that created a list of donated health materials.	To coordinate use of materials, resources and services that address research and information needs of the College of Health Sciences users.
Select and collect research and information materials purchased with CoHS library budgets.		Purchase COHS materials according to curriculum/research needs and levels of access.				
Supervision of Library Assistant for Graduate Programs.		Work with Coordinator of Public Services to manage tasks and needs of Library Assistant for Graduate Programs.				
Revise Health Sciences Policies and Procedures Manual to reflect adaptation to renovated space.		Report of activities in monthly How Goes It Report.				
					Stack maintenance was scheduled for sections of the SPCO Circulating collection but not completed due to Grantsmanship Team activities and shortened work days. Will work out a plan with Coordinator of Public Services and Reference Librarian.	
					2013 dates sent to Library Assistant for Graduate Programs for posting on LWLC Monthly Staff Calendar.	

		Refine teaching activities that coordinate with QEP and CoHS IL education.		Participation in IL discussion and report of activities in monthly How Goes It Report.		
		Continued participation and leadership with Library Teams and professional organizations.		Participation in Team discussion and task implementation and report of activities in monthly How Goes It Report.	<p>Grantsmanship Team</p> <ul style="list-style-type: none"> ➤ Working sessions for <i>Coretta Scott King Award Books Donation Grant</i>, Dec. 11 & 13 <p>HS Librarian attended LWLC Librarians Roundtable Meeting, Dec. 4 & 10.</p> <p>HS Librarian and Library Asst for Graduate Programs participated in ASU Yuletide Giving activities, Dec. 17.</p> <p>HS Librarian attended the 2012 LWLC Christmas Party, Dec 14, and Annual Christmas Luncheon, Dec. 18.</p>	