

ALABAMA STATE UNIVERSITY STATUS OF UNIT OBJECTIVES

MAJOR UNIT: Academic Affairs SUBUNIT: Library DEPARTMENT: Ed.D. TIME PERIOD: January 2013

RESPONSIBLE PERSON: Jessica Platt TITLE: Education Doctoral Librarian

| MAJOR UNIT: ACADEMIC AFFAIRS | | | | | | |
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| DEPARTMENT: UNIVERSITY LIBRARY–Education Doctoral Department | | | | | | |
| NO | UNIT OBJECTIVES | ACTIVITES | METHODS OF ASSESSMENT | CRITERIA FOR SUCCESS | RESULTS | USE OF RESULTS |
| 1. | To expand Education Doctoral (Ed.D.) library materials collection (print and electronics). | 1. Review and analyze new and retrospective print and electronic materials in the areas of Education Doctorate such as education and law, history of education, education and leadership, research methodologies and education, development and education, globalization and education, etc.; Purchase needed materials that prove to be missing, lost, or incomplete. | Analyze areas of the collection that need to be strengthened for the Ed.D. program; Review of standard selection tools for recommended titles. | The collection will show an increase of 7%-10% for this fiscal year; Budget support and new acquisitions. | Read book reviews and checked to see if titles are already in collection; Searched catalog to locate titles in collection that received the Newbery or Caldecott Award and sent this information to Collection Development Team (1/3/13); Requested cancellation of 3 print journal subscriptions due to budget constraints (1/8/13). | Students and faculty will have access to a comprehensive material collection that will meet their academic needs. |
| | | 2. Create a list of the Ed.D. materials (books). | Using order cards that have been submitted to create a subject list of holdings. | The list will contain all resources that have been ordered for the Ed.D. program. | Continued working on acquisitions spreadsheets for the last 7 fiscal years. | Faculty members will have a comprehensive list of all new acquisitions in their program. The database will aid in determining which areas of the Ed.D. collection need to be expanded and will also |

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| | | | | | | help identify missing and/or damaged books. |
| | | 3. Maintain the web site for the Ed.D. program and update it as needed. | Check the web site regularly to ensure that all links are working. Add links as needed. | Feedback from faculty, students, and other visitors | Submitted 2 titles and reviews for the What's Happenin' at the LWLC webpage (1/8/13). | Students and faculty will have access to information and library resources that are relevant, reliable, and exceptional to the requirements of the program. |
| | | 4. Create research guides for some of the Ed.D. classes in the university and teach information literacy sessions for these classes; Coordinate with the department of Information Literacy in teaching Information Literacy sessions for Ed.D. related classes. | Departments' requests and students' evaluations | Increase the number of information literacy sessions in area of Ed.D. | Edited course guides for Statistics & Research and Exercise Physiology courses (1/9/13); Created course guide for Multivariate Analysis course (1/15/13); Taught 2 Information Literacy sessions (1/16/13); Emailed pre-test and post-test scores to COE professor (1/17/13); Created course guide for Research in School & Agency Counseling course (1/17/13); Taught 1 Information Literacy session (1/22/13); Emailed students' pre-test and post-test scores to professor of COU 628 (1/23/13); Taught brief Information Literacy session to students in COBA (1/24/13); Taught 1 Information Literacy session (1/25/13). | Increase the use of library resources and materials by faculty members and students, particularly the legal databases LEXIS-NEXIS and WESTLAW, and books in the "K" and "L" classes. |
| | | 5. Attend professional development activities. | Materials (such as handouts, programs, etc.) obtained from professional development activities | Attend as many professional development activities as possible | Attended Faculty Convocation (1/4/13); Attended College of Education meeting (1/4/13); Approved timeline of publicity events for the Alabama Library Association's 2013 Convention (1/8/13); Attended Grantsmanship Team meeting (1/10/13); Created bibliography of resources to enrich public reading skills and emailed to Grantsmanship Team (1/10/13); Attended webinar (1/15/13); Attended Information Literacy Team meeting (1/17/13); Attended | Develop as a professional in the fields of Library Science and Education. |

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| | | | | <p>College of Education meeting (1/22/13); Attended webinar (1/22/13); Attended Planning Team meeting (1/23/13); Wrote Information Literacy Team minutes and shared with Chair of team via Google Docs (1/23/13); Attended COE Technology Committee meeting via Wimba (1/29/13); Attended ACRL AiA meeting (1/29/13); Approved survey created by COE Technology Committee (1/29/13); Met with Mr. Zhang to discuss creation of psychology ejournal (1/31/13).</p> <p>Library Relations Team Activities: Sent email to LRT to request University Fair participation (1/3/13); Presented at Graduate Student Orientation (1/13/13); Attended University Fair (1/4/13); Sent 10 flyers to Administrative Asst. for Annual Report (1/8/13); Left voicemail for Publications Dept. regarding LWLC Information Cards for ALLA Convention (1/25/13); Created nametag survey and emailed link to LWLC staff (1/30/13); Emailed electronic resources librarian for a description of CamelliaNet database and to request a SOLE Session Demo (1/30/13); Sent minutes to LRT for approval (1/30/13); Ordered Information Cards from Lois Russell in Publications Dept. (1/31/13); Created bookmarks (1/31/13)</p> | | |
| | | 6. Increase awareness of current issues by | | Read <i>College & Research Libraries</i> , | Read issues of <i>American Libraries</i> and <i>College & Research Libraries</i> ; | Develop as a professional in the fields of Library Science |

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| | | examining professional literature in the fields of Education and Library Science, and contributing when possible. | | <i>American Libraries, Reference & User Services Quarterly, portal</i> , and other titles, and contribute when possible. | Submitted abstract to Research Activity Symposium at ASU (1/17/13). | and Education. |
| | | 7. Provide outreach to the College of Education and the Ed.D. program. | | | Attended College of Education meeting (1/4/13); Helped Ed.D. professor access articles through Interlibrary Loan (1/7/13); Submitted 2 titles and reviews for the What's Happenin' at the LWLC webpage (1/8/13); Helped faculty member locate article through Interlibrary Loan (1/8/13); Helped Ed.D. professor locate book (1/8/13); Emailed pre-test and post-test scores to COE professor (1/17/13); Emailed Ed.D. professor to update her on database accessibility issues (1/17/13); Helped criminology student find resources on hate crime statistics (1/17/13); Helped undergraduate student locate two articles on influenza from medical journals (1/23/13); Emailed students' pre-test and post-test scores to professor of COU 628 (1/23/13); Helped student locate information on racially mixed juries (1/25/13); Emailed Chair of Psychology Dept. to answer her question regarding psychology ejournal (1/31/13); Helped student find information on corruption in correctional systems (1/31/13). | Outreach to these departments will help ensure that faculty and students have a useful and relevant collection available to them, and will increase their awareness of available services and resources. |
| | | 8. Collaborate with the Curriculum Center to provide library services to all Education faculty, | | | Searched catalog to locate titles in collection that received the Newbery or Caldecott Award and sent this information to Collection Development Team (1/3/13). | This collaboration will result in a more balanced collection for the College of Education and more programs and services for the faculty, staff |

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| | | staff and students. | | | | and students in the COE. |
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