

STATUS OF UNIT OBJECTIVES

MAJOR UNIT: Academic Affairs

SUBUNIT: Library

DEPARTMENT: Health Science

TIME PERIOD: October 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 Librarian continues to clarify which HIM classes need QEP evaluation this academic year.	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.		HS Librarian met with Technical Services Coordinator and eResources /Serials Services Librarian to strategize materials budget with a 33% reduction for FY 2013. Suggested cuts for databases submitted.		
Supervision of Library Assistant for Graduate Programs.		Work with Coordinator of Public Services to manage tasks and needs of Library Assistant for Graduate Programs.			Library Assistant for Graduate Programs provided access to Technical Services for access to daily mail.	
Revise Health Sciences Policies and Procedures Manual to reflect adaptation to renovated space.		Report of activities in monthly How Goes It Report.				

		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.	<p>HS Librarian presented information literacy sessions for: 3 ORI 100 Orientation classes REH 301, Theories of Counseling RCOU 615, Research 1</p> <p>Reviewed capabilities of Libanswers with Coordinator of Public Services, being mindful of policy and workflow issues. Libanswers training and strategies meeting, Oct 12.</p>	
		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>Grants Team</p> <ul style="list-style-type: none"> ➤ Muslim Journeys grant not submitted; Could not meet grant submission deadlines <p>HS Librarian and Library Assistant for Graduate Programs active on the Library Rededication Team.</p> <p>HS Librarian attended SOLE session in which Linda Cubias, PROQUEST representative, demonstrated the new platform, Oct. 10.</p> <p>HS Librarian continued with plans for ALHeLA annual business meeting at the LWLC, November 2, 2012; Gourmet Services to provide morning refreshments; Parking Office contacted about procedure to secure parking for attendees; and verbal acknowledgement with Cedric Davis to participate as a panelist, and with Dr. Howard Robinson to present brief history of ASU part in the modern Civil Rights Movement.</p>	