

FITCHBURG STATE COLLEGE
Amelia V. Gallucci-Cirio Library

www.fsc.edu/library

**Annual Report
2008**



We get by with a little help from our friends

In recognizing the various outside agencies that assist with the support of the library services I'd like to highlight the various College and non-College offices that allowed the library to provide services for our students and faculty.

GRANTS

The library with significant support from the FSC Grants office secured a \$4,500 Preservation grant the National Endowment for the Humanities to hire a consultant to analyze two manuscript collections, the college Archives and the Special Collections room. The funds were allocated on 2008 and the plan is to conduct the analysis during the fall 2008 semester.

Instructional Services Librarian, Sara Marks was successful in securing funding from the American Library Association for a proposal entitled "Let's Talk about It", a five-book series to discuss scholar-led conversations about Jewish Literature. The initial phases of the work were completed in FY 2008 and the discussions were scheduled for the Fall 2008 semester.

Library Director, Robert Foley, submitted a grant proposal that was approved by the Amelia V. Gallucci-Cirio Endowment for \$4,050 and funded the cabling and installation of combination TV and DVD players for the Center for Italian Culture and the Thomas Gallucci study room. This arrangement allows students and the community to watch various movies in DVD format (required work for one of the Italian culture classes) and for others to watch the Italian cable station.

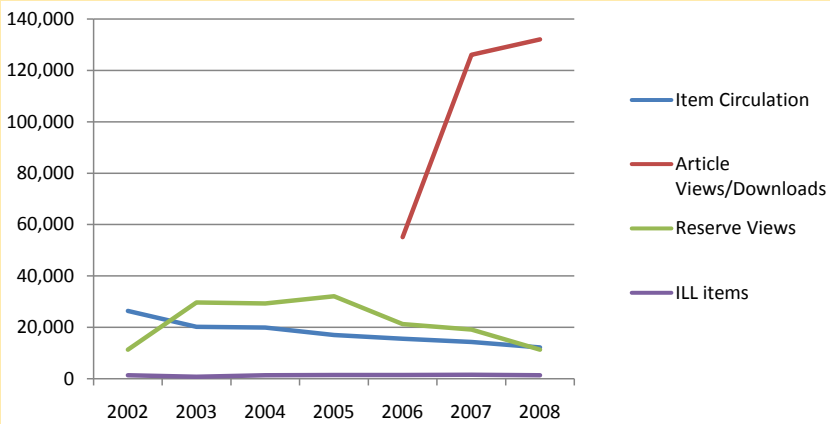
Finally, the library completed its \$15,000 grant from the K Foundation for the purchase of library materials dealing with the environment. While the grant was awarded in 2007 there was a carry over of approximately \$3,500 and these funds were used to purchase approximately 81 books and various other DVDs. The library liaison to the Biology department worked with Professor Chris Picone to purchase books and videos.

FSC FOUNDATION

The FSC Foundation provided funds to purchase various books and teaching materials written by the College’s alumni. Peter Reynolds and Rick Lavoie are graduates of FSC and have been making significant contributions in their fields. Mr. Reynolds is a Children’s Literature author and illustrator as well as a book publisher. Mr. Lavoie is a noted teacher, scholar and presenter in the field of learning disabilities and Special Education.

CAPITAL PLANNING AND ADMINISTRATION

The 2004-09 Library Strategic Plan called for developing a number of physical changes in the building. The Planning Division agreed with a funding request to hire an architect to analyze the existing space and develop a plan for the future. The architects worked with staff and the members of the Library Advisory Committee to develop suggestions and design a plan. This was completed in the Spring 2009 the Planning Division also worked with the Library staff and agreed to purchase and install sun blocking window screens for the 1st and 2nd floors.



INFORMATION SOURCES THROUGH THE YEARS

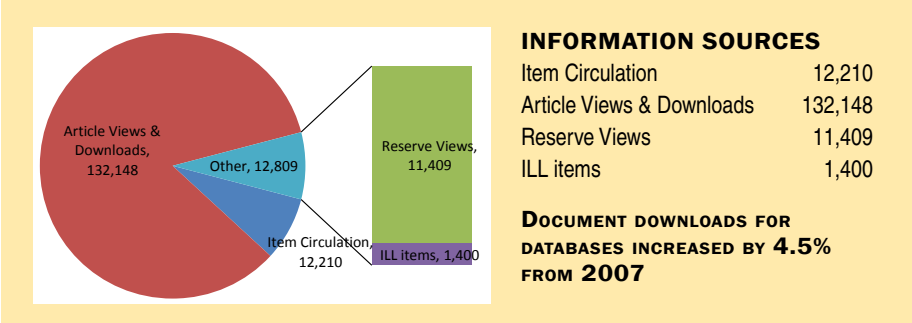
	2002	2003	2004	2005	2006	2007	2008
Item Circulation	26,385	20,221	19,086	17,011	15,558	14,386	12,210
Article Views/Downloads					55,147	126,138	132,148
Reserve Views	11,386	29,804	29,341	32,174	21,359	19,194	11,409
ILL items	1,433	768	1,370	1,488	1,505	1,624	1,400



The Library also wants to thank the Library Advisory Committee recommendations and suggestions. Among the issues discussed included providing suggestion for a revamped Faculty Publications page on the Library web site, this was uploaded during the Spring 2008; meeting with the Architects; discussing the purchase of various software services. These included TurnItIn, the anti-plagiarism software; RefWorks, an online research/citation management system; and LibGuides, a software package to allow for easier input of information on a website. The members were: Dan Sarefield, chairman, Chris Cosgrove, Brion Keagle, Susan Williams, Lucy Dechene, Janice Ouellette, Linda McKay, Glenda Ouellette, and Julie Dunlap LePoer.

STRATEGIC PLANNING INITIATIVES

As funding became available the library staff continued its various technology initiatives as outlined in Goal 2, Continue technology initiative; Goal 4, Ensure the College community receives appropriate and timely delivery of services; Goal 5, All of for effective use of resources and ensure community input.

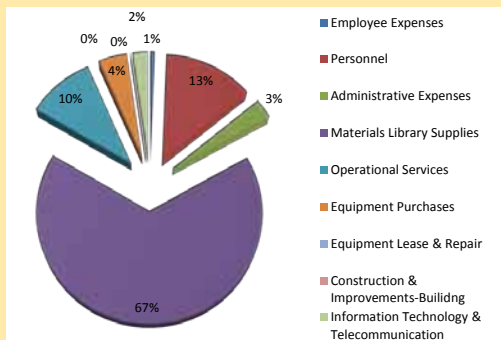


- The library installed an enhanced interlibrary loan service that replaced an aging program and replaced the scanner and now we have the capability for economical service and posting the desired articles to a web site for quicker and easier downloading by the requestor. (Goal 2: Objective 2.1 Pursue new technologies; and Goal 4: Objective 4.6 Enhance interlibrary loans).
- The library staff investigated, purchased and installed an enhanced WEB 2 product entitled LibGuides. This web based application service allows for organizing various types of information using word processing tools. The staff have used for this subject guides, for class specific teaching aids, indexing of publications, etc (Goal 2: Objective 2.1 Pursue new technologies; Goal 4: Objective 4.2 Improve web access, Objective 4.2, Markey library service; Goal 5: Objective 5.3, Encourage more active involvement by the college community).
- The reference staff began using instant messaging at the reference desk to offer another option for students and faculty to contact the staff. (Goal 4: Objective 4.8, Enhance reference services).
- The staff from Special Collections with the assistance of the Library Advisory Committee, created an index to faculty publication. The LibGuides were used and there is a listing by discipline. (Goal 4: Objective 4.1, Improve web access to library resources and services).
- The Special Collection staff also worked with the IT departmental staff to provide an online index to the Graduate Council Proposals. (Goal 2 and Goal 4 Objective 4.2, Improve web access to library resources).
- An Architect's feasibility study for renovations was completed.

2008 EXPENDITURES

\$592,243

Employee Expenses	\$3,854
Personnel	\$79,209
Administrative Expenses	\$16,843
Materials Library Supplies	\$394,591
Operational Services	\$59,154
Equipment Purchases	\$25,186
Equipment Lease & Repair	\$0
Construction & Improvements-Building	\$110
Information Technology & Telecommunication	\$13,295





Amelia Gallucci-Cirio Library—A Snap Shot View

ACADEMIC YEAR 2007–2008

SERVICES

CIRCULATION/RESERVES/INTERLIBRARY LOANS

- Circulation: 12,110 items checked out
- Reserves: 11,409
- Study Room usage: 264 reservations for 1,182 users
- Interlibrary Loans: 1,400 borrowed items; 4,771 loaned items

DISTRIBUTED/EXTENDED LEARNING

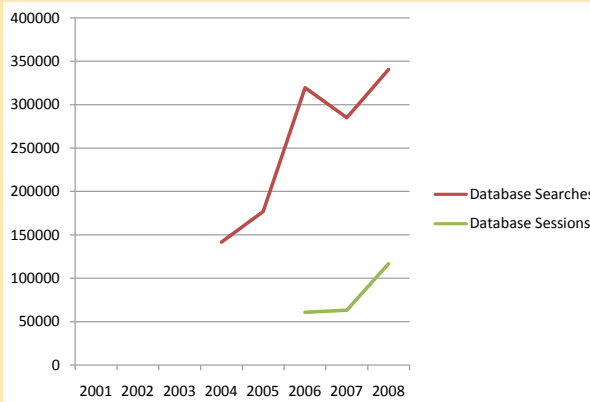
- Reference: 151 questions
- Interlibrary loans: 162 items
- FSC materials supplied: 414 items
- Information Literacy Classes: 12 students: 282

PUBLIC SERVICES

- Open 88 hours per week
- Reference desk coverage for 76 hours per week

DATABASE SEARCHES & SESSIONS

	2002	2003	2004	2005	2006	2007	2008
Database Searches			141,689	176,899	319,652	284,967	340,583
Database Sessions					60,886	63,385	116,933



REFERENCE AND INSTRUCTIONAL SERVICES

- Reference Queries: 4,632
- Instruction Classes: Sessions: 82 Students: 2,687

DATABASE USAGE

Databases	Sessions	Searches	Documents
128	116,933	340,583	132,148

NOTABLE ACQUISITIONS

ONLINE DATABASES

- Ancestry Library Edition
- Heritage.Com
- ProQuest Curriculum package (8 Full Text services)
- SportsDiscus Full Text
- GreenFile
- Mass History
- Literary Reference Center
- CREDO
- New York Times Historical
- RefUniverse

SPECIAL COLLECTIONS AND ARCHIVES

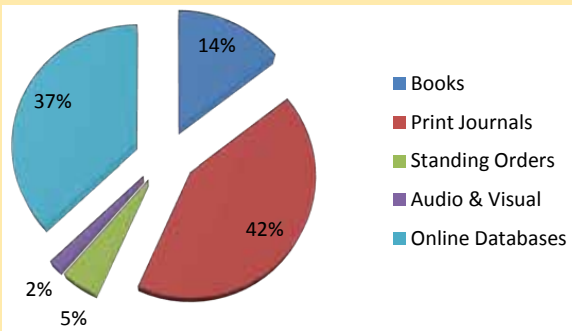
- Reference Questions: 86
- Folders: 164
- Displays: 1
- Online index to Faculty publications was reconfigured
- Online Index to Graduate Council Proposals was installed

COLLECTIONS

- Books (including print, microfiche and electronic) 233,743
- Bound Periodicals..... 23,358
- Microforms..... 376,860
- Videos and CDs 2,336
- Print/Serial Subscriptions..... 1,013
- Databases 135
- Online Serial Titles (Unique)..... 41,544 (approx.)
- Special Collections Linear Feet..... 1,518
- Fine Arts 248

CENTER FOR ITALIAN CULTURE

- Books..... 731
- Audio Recordings..... 24
- Video Recordings..... 62
- Relia 60



MATERIAL EXPENDITURES

\$391,263

Books.....	\$56,623
Print Journals	\$165,246
Standing Orders	\$18,141
Audio & Visual	\$6,102
Online Databases.....	\$145,151

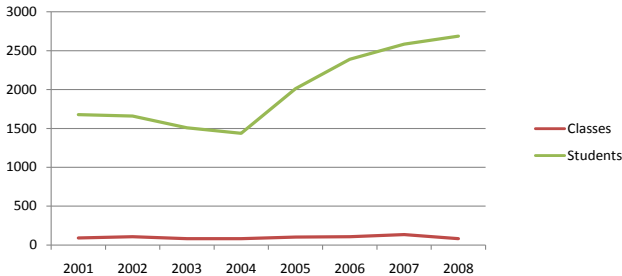


Significant Purchases

Furniture	Regular course
Cabling & Digital Combination TV DVD player (2)	Gallucci-Cirio Endowment Grant
New Databases	Regular course
Reference Services	
RefUniverse	Regular Course
LibGuides	Regular course
Interlibrary Loan Services	
Relais Express	Regular course
Architectural Plan for the Gallucci-Cirio Library	Administrative Services-Facilities
Blinds for rooms HA 110, HA 112, HA 120	Administrative Services-Facilities

INFORMATION LITERACY & INSTRUCTION

	2002	2003	2004	2005	2006	2007	2008
Classes	106	83	83	101	107	133	82
Students	1660	1509	1437	2011	2390	2583	2687



FITCHBURG STATE COLLEGE