Department Annual Report for Science, Business, Agriculture, Engineering and Documents Reference

July 01, 2001 to June 30, 2002
Submitted by Sylvia Ortiz

Instructions:
- Deadline for submission is July 1, 2003
- Submit no more than 2 pages.
- Use bullets.

Major Accomplishments:
- Organizational
  - Participated in the organization of the Reference & Research Services Department through the merger of Branson Reference and Zuhl Reference Departments.
    - Department reviewed the literature on reorganizing departments and on managing styles and had discussions on the various models.
    - Participated in a series of meetings with Zuhl Reference to discuss how the reorganization would take place. Input was gathered from everyone.
    - Held retreat with both reference departments in May to finalize the details of the reorganization.
  - Shifted and reoriented the reference collection in order to allow for growth.
    - Moved the CAB Indexes to the Reference work area, opening up a substantial amount of shelf space. Shifted the entire collection.

- Personnel
  - Initiated the training programs for Cindy Watkins, Judith Pearson, and Charles Townley, new librarians to the department, Fall 2001.
  - Hired Lenny Silverman to fill the Library Specialist I position.
  - Conducted the search for the Business Reference Librarian.
    - Advertised position, reviewed applications, and conducted telephone interviews.
    - Invited final candidates to campus and conducted further interviews.
    - Submitted recommendations to Dean.

- Programs
  - Updated current awareness profiles in Current Contents.
  - Evaluated the reference collection in light of the new undergraduate border health and environmental engineering majors.

- Strategic Goals/Targets
  - Enhance the reference collections in the areas of border health and environmental engineering. (accomplished)
  - Participate in the merger of the reference departments. (accomplished)

Trends/Issues:
- Federal documents service point incorporated into reference service points.
Faculty/Staff Accomplishments:

- Degree Completion
  - Cindy Watkins
    - Received Master of Science in Agriculture, December 2001.

- Grants Awarded
  
  None awarded in this period.

- Presentations
  - Ortiz, Sylvia. *Border Health Education and Information Network (BIEN!)*. Plenary Panel. Presented March 6, 2002 at the National Institute of Standards and Technology Conference, Gaithersburg, Maryland.

- Publications
  
  Journal articles and book chapters submitted for publication but not published.

- Other (e.g. awards, etc.)
  - Tim Mekinne
    - Grant Administration: "Preserving the History of New Mexico Agriculture and Rural Life 1820-1945" for NEH/USAIN Grant.

  - Sylvia Ortiz
    - Grants Administration:
      - National Library of Medicine, BIEN! Project, $204,000
      - Department of Education, Title V, Activity 2, $87,000, year 1