



**Department Annual Report for**

**Technical Services**

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July 01, 2006 to June 30, 2007

Submitted by Ellen Bosman

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## Major Accomplishments:

### Organizational

- Voyager upgraded; OCLC Connexion upgraded twice
- Completed TS functions related to Marcive Retrospective conversion
- Completed cataloging of Schulman collection
- Compiled all statistics related to Serials Review Project
- Extracted bibliographic and circulation data for Alamogordo campus; prepared report
- Worked with Arch/Spc to catalog Sound Model Project files
- Created Access database for Gifts processing
- Handled periodicals damaged by water in Periodical Reading Room
- Worked with College of Education on their mail delivery
- Began participation in NACO
- Consolidated student supervisory responsibilities into one position
- Completed departmental reorganization
- Consolidated all staff on first floor and reconfigured floor plan
- Due to restructuring at Streamload, lost access to digitized music. Investigated alternatives

### Personnel

- Becker, Moyers, and Lopez resign
- Bauer, Simpson, and Wiburg retire
- Martinez assumes responsibilities associated with Wiburg's position
- Mitchell assumes responsibilities associated with Lopez's position
- Baldwin, Mendoza, Vincenti and Gonzales-Small assume responsibilities associated with Moyers, Simpson, and Bauer's positions
- Creider on fifty percent release time through May 2007 to serve as Faculty Senate Chair
- L. Horton and one student transferred to Reference
- One student worker transferred from Access Services
- Cano appointed student supervisor
- Submitted two year personnel and workflow efficiency recommendations
- Submitted three PDQs (Cano, Martinez, Mitchell)
- Submitted position posting for Library Specialist III
- Began search for Acquisitions Unit Head
- Nominated Sherry Ward for Roberts Memorial Staff Award
- Nominated Gen Bauer for Ralph B. Crouch Memorial Award
- G. Martinez wins Library Bonus Award

### Programs

- Bosman and Vincenti help organize annual, library-wide student training session
- Moyers offers three sessions on book care/handling at annual, library-wide student training session
- All student workers and supervisors (16) attend library-wide student training session
- Creider & Bosman attend week-long NACO training
- Bosman organizes library's participation in campus-wide Technology Day

### Strategic Goals/Targets

- Plan for Mayhood' departure; investigate alternative cataloging of music resources
- Plan for Creider's move to Special Collections and hire new head of cataloging
- Get serials holdings uploaded to OCLC
- Explore possible role for metadata librarian
- Determine alternative storage, searching, and delivery methods for digitized music

### Trends/Issues:

- Amazon.com begins delivering MARC records, barcodes, etc
- OCLC allows users free, direct access to searching the entire bibliographic database. Users no longer need to go to a library's catalog to check ownership, but may now go to one catalog

## Significant Faculty/Staff Accomplishments:

### Presentations

- Becker presented at NMLA
- Bosman presentation to National Church Library Assoc.
- Bosman presented two programs to BRLA

### Publications

- Credier. "Family Names and the Cataloger" was accepted in for publication in *Library Resources and Technical Services* (LRTS)
- Mayhood completed four abstracts for RLIM

### Other (e.g. awards, etc.)

- Mayhood taught six library science classes at DACC
- Mayhood Search & Screen Committee for Processing Archivist
- Creider completes term as Faculty Senate Chair
- Ward on Search & Screen Committee for web master
- Bosman reelected as Faculty Senator
- Bosman and Creider complete 15 months service on Promotion and Tenure Revision Committee; Bosman edited and updated document on weekly basis. Document passed Faculty Senate
- Bosman elected to three year term as faculty representative to ACAP
- Bosman, S. Peale, G. Gonzales-Small Search & Screen Committee for Acquisitions Librarian
- Bosman on Search & Screen Committee for Associate Dean
- Bosman invited by NMSU President's office to serve 3 yr term on EEO/Affirmation Action Review Board
- G. Bauer received her associates degree in Criminal Justice from TVI in Albuquerque